

**OFFICE OF THE  
MEMBER SECRETRY  
ASSAM STATE LEGAL SERVICES AUTHORITY  
1<sup>st</sup> Floor, Gauhati High Court Old Block, Guwahati- 781001**

Ref: ASLSA 130/2018/420

Dated: 25.03.2025

**REQUEST FOR QUOTATION NOTICE**

Scaled quotations are invited from reputed Suppliers/ Dealers of Office Stationery items for supply of the following items.

Sl. No.	Name of the item	Make/Model	Specification	Quantity Required
1.	Computer Key Board	Logitech	K120	02 Nos.
2.	Mouse	Logitech	M90	02 Nos.
3.	Cloth Envelope	Good Qlty	18 X 14 inch	50 Nos.
4.	Wi-Fi Dongle	D-Link	----	01 No.
5.	Electric Kettle	Glen/ Philips/Milton	1.5 Litres	02 Nos.
6.	Soft Dusting Brush	Good Qlty.		04 Nos.
7.	A4 Paper	JK Copier/ JK Easy	75 gsm.	20 Reams
8.	Multiple Socket (Multi Plug)	Anchor/ Wipro/ Havells	3+2+2 pin socket	02 Nos.
9.	Repairing/ Formatting of PC			01 No.

Scaled quotations super-scribing the envelope "**Quotation for Supply of Office Stationery**" may be submitted at the office of the undersigned at 1<sup>st</sup> Floor, Gauhati High Court Old Block, near Mediation Centre, Guwahati- 781001 on or before **01.04.2025** during office hours.

The undersigned reserves the right to accept or reject any quotation without assigning any reasons whatsoever. Detailed particulars, information required, if any, may be obtained from the office of the undersigned during office hours.

**For publication:**

1. Office Website
2. Office Notice board
3. Office File

*[Handwritten Signature]*  
25.03.2025

**Member Secretary,  
Assam State Legal Services Authority**

*[Handwritten Signature]*  
25/3/25  
Member Secretary  
Assam State Legal  
Services Authority

