

HIGH COURT OF UTTARAKHAND NAINITAL

Tender Notice

Dated : May 20th ,2020

Sealed tenders are invited for the supply of various items of Stationery including Stationery for Photostat and Computers for the use in High Court of Uttarakhand during the financial year 2020-2021. The list of the items, detailed terms and conditions of supply, may be seen by the intended bidders with Stationery Section in High Court, Nainital on any working day in office hours from 21/05/2020 to 05/06/2020 and on our website **www.highcourtofuttarakhand.gov.in**. Sealed tenders should be submitted on or before 09/06/2020 by 3.00 P.M. and tenders will be opened at 4.00 P.M. on the same day. The undersigned reserves the right to reject any tender without assigning any reason.

Sd/-
Registrar General

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Terms and Conditions:

1. The firms are **required to attach the samples of items and also to mention trademark/name of manufactures**, failing which tenders will not be considered.
2. The firm submitting tenders are required to deposit a F.D.R. for ₹ 50,000/- (Valid for one year) in the name of Registrar General, High Court of Uttarakhand, Nainital, payable at Nainital as security money along with tender, which will be returnable, in case its tender is not accepted but this amount will be retained as security for those firms whose tenders are accepted.
3. The tender should be accompanied by Form Fee (Separate draft) of Rs. 500/- (Five Hundred Only) (not refundable) in the form of Account Payee Demand Draft from any of the nationalized/schedules bank in an acceptable form drawn in favour of Registrar General, High Court of Uttarakhand, Nainital, without which the tender will not be considered.
4. The firm will have to supply the items at High Court of Uttarakhand, Nainital at its own expenses.
5. The firms should mention the rates of the items **excluding GST** in their respective tender.
6. If any item supplied by the firm is not found upto the mark and not in accordance with the approved sample, the item will not be accepted and supplier shall be liable to pay 5% of cost of items as damages and it may be adjusted from the security amount or will be recovered.
7. Tenders submitted by the persons or firms not registered with Commercial Tax Department will not be considered.
8. **Only the authorized dealer of item for Photostat & Computer stationery should submit the tender and self attested copy of the authorization letter should be submitted along with the tender.**
9. The Security amount will be refundable after the close of the financial year 2020-2021.
10. The firm will have to supply the requisite items within a period of seven days from the date of order. In case of failure, the Registrar General will have a right to take appropriate action including forfeiture of security.
11. The firm submitting tenders are required to submit their turnover of Rs. 8,50,000.00 from similar business in the last three years.
12. The Court reserves its right to cancel any tender at any time without prior notice or assigning any reason.
13. All disputes shall be subject to jurisdiction at Nainital.
14. The tender received beyond the scheduled date and time shall be summarily rejected.
15. The firm should not be black listed or terminated in past & the bidder shall have to furnish declaration for the same.
16. Tenders (only in the format issued by this office) are to be filled as per the conditions mentioned in the tender form and the bidders have to sign on the acceptance of conditions otherwise bid will be rejected.
17. The TDS (under GST and Income Tax) will be deducted as per provisions.
18. All the pages of the tender document should be serially numbered and duly stamped and signed by bidder.
19. The rates finally approved/ accepted by the High Court of Uttarakhand, Nainital shall be valid for the whole financial year and no upward revision will be allowed under any circumstances whatsoever.
20. Premature withdrawal of the Tender by the Tenderer shall make him liable for forfeiture of the earnest money.

Sd/-
Registrar General

GENERAL STATIONERY ITEMS		
Sl. No.	Items Name	RATE
1	Call Bell (Sharp-102) Per Pec	
2	Add Gel Refill - NB-R 20 (Blue, Black, Red) Per Pec	
3	Pilot Pen Ink (Blue, Black, Red & Green) Per Pec	
4	Cello Gripper Refill (Blue, Black, Red & Green) Per Pec	
5	Zotter Refill (Plastic) Blue, Red & Black (Reynolds) Per Pec	
6	Pen Stand Pen Refill - Blue, Red & Black Per Pec	
	Zotter	
	Luxor	
7	Packing Cello Tap (Brown & Transparent)-2" Per Pec	
	(35 meter)	
	Premier	
	Corporate	
	Oddy	
	Wonder	
	(40 meter)	
	Premier	
	Corporate	
	Oddy	
	Wonder	
	8	Ink Rubber (Eraser) - Kavita Per Pec
9	Eraz-ex Per Pec (Kores pen)	
	Camel	
10	Pilot Pen (V5) Blue, Black, Red & Green Per Pec	
11	Pilot Pen (Hi-tech) Blue, Black, Red & Green Per Pec	
12	Add Diamond Roller Pen Per Pec	
13	Add Diamond Roller Refill Per Pec	
14	Add Gel Pen (Achiever) Blue, Black & Red Per Pec	
15	Cello Gripper Pen (Blue, Black & Red) Per Pec	
16	Pen Stand Pen (Luxor) Per Pec	
17	Gum Tube Per Pec	
	20 ml	
	Camlin	
	Chelpark	
	Pidilite	
	22 ml	
	Pidilite	
	22.5 ml	
	Pidilite	
	25 ml	

	Camlin	
	Chelpark	
	Pidilite	
	30 ml	
	Camlin	
	Chelpark	
	Pidilite	
18	Glue Stick - (Net Weight 15 g) Per Pec	
	Kores	
	Pidilite	
19	Fevi Quick - (Net Weight 500 mg.) Per Pec	
	Kores	
	Pidilite	
20	Sketch Pen (Red & Green Colour) (Luxor)	
	10 Pcs. of Pkt.	
21	Hilighter - Luxor	
	Having Different Colours (5 Pec of Pac)	
	Yellow Colour (10 Pec of Pec)	
22	Colour Sketch Pen (12 Pcs. of Pkt.)- Luxor	
23	All pin (Bell) Per Pkt (70 gm.)	
	60 gm.	
24	All pin Per Pkt. (70 gm)	
	Kores	
	Maxima	
	Pony	
25	U-Pin (100 Pcs. of Pkt.)- (Plastic Covered)	
	Corporate	
	Oddy	
26	Stapler Big (Kangaroo HD-12S/17) Per Pec	
27	Stapler Big (Kangaroo HP 45) - 24/6 No. Per Pec	
28	Stapler Big (Kangaroo HD 45) - 24/6 No. Per Pec	
29	Stapler Small (Kangaroo HD 100) - 10 No. Per Pec	
30	Punching Machine – Kangaroo	
	1 Hole	
	52 Nos.	
	80 Nos.	
	800 Nos.	
	480 Nos.	
31	Clip board (Omega) - Art No. 1712 Per Pec	
32	Table Top (Size- 16-x22- Thickness 10 mm.) Per Pec	
	Table Top (Size- 13-x22- Thickness 10 mm.) Per Pec	

33	Scale (Ruller) - 12 Inches Plastic per pec.	
	Kores	
	Ashoka	
	Nataraj	
34	File Cover - Per Pec	
	Corporate	
	301EF	
	301E	
	301F	
	301	
	202D	
	202DF	
	World One	
	301E	
	301F	
	202D	
	202DF	
	35	Envelope (File Size 12 InchesX16.5 Inches) Plastic Coated Per Pec
Taj (File Size 12 InchesX16.0 Inches)		
36	Envelope (File Size 12 InchesX16.5 Inches) Net Coated Per Pec	
	Taj (File Size 12 InchesX16.0 Inches)	
37	Envelope (A-4 Size 9.5 InchesX12 Inches) Plastic Coated Per Pec	
	Taj	
38	Envelope (A-4 Size 9.5 InchesX12 Inches) Net Coated Per Pec	
	Taj	
39	Register - 7.5 Inches X 13 Inches, Orient Paper, 65 GSM	
	(Bharat) Per Pec	
	192 pages	
	240 pages	
	576 pages	
40	Photostat Paper-FS (500 Sheets of Ream)	
	Century 75 GSM	
	JK 75 GSM	
	Himalaya 75 GSM	
41	Photostat Paper-A-4 (500 Sheets of Ream)	
	Century 75 GSM	
	JK 75 GSM	
	Himalaya 75 GSM	
	Century Parchment 106 GSM	
42	Paper A3 (500 Sheets of Ream)	

	JK Easy Copier	
	Century	
43	Type Paper (500 Sheets of Ream)	
	JK	
	Century	
44	Board Files - 25cmX38cm, 2 Pounds Per Pec	
	Bharat	
	Ordinary	
45	Pen Stand KBI- Per Pec	
	Big (4 pens with globe and date)	
	Small (2 pens with date)	
46	Staples (Pin) - Kangaroo Per Pkt.	
	10 No.	
	24/6 No.	
	23/8	
	23/10	
	23/13	
	23/17 - H	
47	Tags - Cotton (Big) (Green Colour) -38 cm. long (1 Bunch of 100 Pcs.)	
48	Tags - Cotton (Small) (White Colour)- 14 cm. long (1 Bunch of 30 Pcs.)	
49	Self Sticking Removal Page Marker (80X3) Per Pkt.	
	Kores	
	Desmart	
50	Self Sticking Removal Page Marker (4 Pads of 20mm x 50mm each, 40 page markers per pad Total 160 page	
	Corporate	
	Kores	
	Desmart	
51	Cello Tape – Per Pec	
	(Primier - 35 mt.)	
	1/2"	
	1"	
	Prime (35 mt.)	
	1/2"	
	1"	
	Prime (25 mt.)	
	1/2"	
	1"	
	Ordinary	
	1/2"	
	1"	

52	Calculator Per Pec	
	Citizen CT 500 (10 digits)	
	Casio MJ-120D (12 Digits)	
	Casio MJ-120DA (12 Digits)	
53	Table Glass (60 x 60 cm. Thickness 10 mm.) Per Pec	
54	Waste Paper Basket (202) Per Pec	
	Neelkamal	
	Polyset	
	Wonder	
55	Paper Tray (Neelkamal) - Single Per Pec	
	NeelKamal	
	Wonder	
56	Stamp Pad Ink- (Purple & Black) (Medium size) Per Pec	
	Kores	
	50 ml.	
	100 ml.	
	Ashoka	
	50 ml.	
	100 ml.	
	Camel	
	100 ml.	
	57	Paper Weight (Square) Per Pec
Squar		
58	Letter Pad (100 Sheets of 1 Pkt.) (Royal 80 GSM Paper)	
	(For High Court, Hon'ble CJ & Other Ho'ble Judges)	
	Size 14 x 22.5 cm	
	Size 19.5 x 25.5 cm.	
	Size 21.5 x 29.5 cm.	
59	Letter Pad (100 Sheets of 1 Pkt.) (Royal 100 GSM Paper)	
	(For High Court, Hon'ble CJ & Other Hon'ble Judges)	
	Size 14 x 22.5 cm	
	Size 19.5 x 25.5 cm.	
	Size 21.5 x 29.5 cm.	
60	Letter Pad (100 Sheets of 1 Pkt.) (Royal 120 GSM Paper)	
	(For High Court, Hon'ble CJ & Other Hon'ble Judges)	
	Size 14 x 22.5 cm	
	Size 19.5 x 25.5 cm.	
	Size 21.5 x 29.5 cm.	
61	Paper Cutter -(Large Size) Per Pec	
	Corporate (Product Code 1413)	

	Primer	
	Nataraj	
	Chelpark	
62	Paper Cutter -(Small Size) Per Pec	
	Corporate (Product Code 1413)	
	Primer	
	Nataraj	
	Chelpark	
63	Paper Cutter Blade -(Large Size) Per Pec	
	Corporate (Product Code 1413)	
	Primer	
	Nataraj	
	Chelpark	
64	Paper Cutter Blade -(Small Size) Per Pec	
	Corporate (Product Code 1413)	
	Primer	
	Nataraj	
	Chelpark	
65	Pencil Per Pec	
	Nataraj	
	Camlin - Supreme	
	Apsara	
	Matrix cedar HB	
	Camlin Blak (Kokuyo)	
	MIsaki Blk's HB	
66	Checking Pencil (Nataraj) (Red-Blue) Per Pec	
67	Pencil Cutter - Nataraj Per Pec	
68	Driver Log Book, Bharat (220 Pages approx.) Per Pec	
69	Needal (Suee) Big 4.5" Per Pec	
70	Permanent Marker Pen (Black) - Luxor Per Pec	
71	OHP Marker (Luxor) Per Pec	
72	Sketch Pen - Luxor (Black)	
	10 Pcs. of Pkt.	
73	Omega Paper Tray (Office Paper Tray) - Art No. 1739 - Utility Per Pec	
74	Correction Pen - Kores Per Pec	
	6 ml.	
	7 ml.	
75	Gum Bottle Per Pec	
	Camel	
	150 ml	
	700 ml	

	Kores	
	150 ml	
	700 ml	
76	Photo Glossy Paper	
	210 GSM 50 sheets of Pkt.	
	De'smart	
	220 GSM 50 sheets of Pkt.	
	De'smart	
	Oddy	
77	Slip Pad (Bharat) Per Pec Size	
	0 No. (Small)	
	1 No. (Medium)	
	2 No. (Big)	
	3 No.	
78	Documents File Cover (40 sheets) - (Transparent) Per Pec	
	Corporate	
	De'smart	
	A4	
	Wonder (B-503)	
	A4	
	FS	
	A4	
79	Packing Sheet - Coloured Plastic Per Pec	
80	Brown Sheet Per Pec	
81	Stationery Utility Tray (Omega or Altop) Per Pec	
82	Card/Hard Board Thick Per Pec	
83	Card Sheet - 22- X 28- Per Pec	
84	Binding Cloth (Red & Blue), Per Meter	
85	Rexene Paper (Red, Black, Purple, Blue) Per Meter	
86	Fevicol	
	1/2 kg.	
	1 kg	
87	Scissors (Kangaroo) Per Pec	
	SI 1150	
	PI 3160	
	Medium	
	large	
88	Knife (Big) Per Pec	
89	Thread (Big Real 100 gm. Cotton-) Per Pec	
	Vardhman	
	Ambica	
90	Brush 2 Inch Per Pec	

91	Desk Calendar Stand - Kebica Per Pec	
92	Table Calendar Stand KBI/Kebica Per Pec	
	Big	
	Small	
	A4	
93	Judgment Paper (Green Colour) FS (500 Sheets of Ream) 80 GSM	
	Century	
	Jk	
	Sirpur Ledger	
	Star	
94	Stamp Pad Per Pec	
	Kores	
	Big (157 x 96 mm)	
	Medium (110 x 70 mm)	
	Small (51 x 95 mm)	
	Ashoka	
	Big (157 x 96 mm)	
	Medium (110 x 70 mm)	
	Small (51 x 95 mm)	
	Camel	
	Big (157 x 96 mm)	
	Medium (110 x 70 mm)	
	Small (51 x 95 mm)	
	95	Suja (Borer) Wooden Handle (National) Per Pec
96	Short Hand Note Book (Bharat 120 Pages) Per Pec	
97	Reynolds Gel Racer Pen Per Pec	
98	Reynolds Gel Racer Refill Per Pec	
99	Magnifying Glass 75 mm Per Pec	
100	Cello Pin Point Pen Per Pec	
101	Cello Pin Point Refill Per Pec	
102	Transparent File Cover Per Pec	
	FS Size	
	A4 Size	
	L Folder	
	FS Size	
	A4 Size	
103	Non-Dust Eraser (Rubber) Per Pec	
	Nataraj	
	Apsara	
104	Reynolds Fine 045 Pen Per Pec	
105	Reynolds Fine 045 Refill Per Pec	

106	T Pin (50 gm)	
	Oddy	
107	Damper with Cap	
	Make PG	
	Chelpark	
	Oddy	
108	Pen Stand Date	
109	Binder Clip (Oddy) Per Box	
	10 mm	
	15 mm	
	19 mm	
	20 mm	
	25 mm	
	30 mm	
	32 mm	
	40 mm	
	41 mm	
	50 mm	
	51 mm	
	110	Parker Ball Pen (Blue) Per Pec
Roller Pen		
111	Parker Ball Pen Refill (Blue & Black) Per Pec	
	Roller Pen	
112	Sealing Wax (Special Quality) (1 Box of 10 Pcs.) Per Box	
	Tender	
	Standard	
	Ashoka	
113	Reynolds Trimax Pen Per Pec	
114	Reynolds Trimax Refill Per Pec	
115	File Cover Ring Binder (Worldone SKU No. RB400)	
	A4	
	FS	
	SAYA	
	A4	
	FS	
116	Magnetic Pin-Clip Dispenser (Sharp-113 No.) Per Pec	
117	Add Gel Classic Pen (Blue, Black & Red) Per Pec	
118	Add Gel Classic Refill (Blue, Black & Red) Per Pec	
119	Platinni Pergo Ballpoint Pen (Cello) (Blue, Black, Green & Red) Per Pec	
120	Platinni Pergo Ballpoint Refill (Cello) (Blue, Black, Green & Red) Per Pec	

121	Aura Metal Ball Pen (Luxor) (Blue, Black & Red) Per Pec	
122	Aura Metal Ball Refill (Luxor) (Blue, Black & Red) Per Pec	
123	Guard File	
124	Fax Roll (Per Pec)	
	(Mitsubishi Thermal Paper High Sensitive) (Size 216/210 mm)	
	30 mt.	
	50 mt.	
	(De-smat Thermal Paper High Quality) (width 210mm)	
	30 mt.	
	50 mt.	
	Oddy	
	30 mt.	
	50 mt.	
125	Compact Discs Recordable (CD-R) Per Pec	
	HP	
	Moserbaer	
	Sony	
126	CD-RW Per Pec	
	HP	
	Moserbaer	
	Sony	
127	DVD-R Per Pec	
	HP	
	Moserbaer	
	Sony	
128	DVD-RW Per Pec	
	HP	
	Moserbaer	
	Sony	
129	CD Carry Bags (approx. 24 CDs) Per Pec	
130	CD Case non Breakabael Per Pec	
131	USB 2.0 Pen Drive (With make & Warranty)	
	Kingston	
	8 GB	
	16 GB	
	32 GB	
	Omega	
	8 GB	
	16 GB	
32 GB		

	Umax	
	8 GB	
	16 GB	
	32 GB	
	Moserbaer	
	8 GB	
	16 GB	
	32 GB	
	Transcend	
	8 GB	
	16 GB	
	32 GB	
	Simtronics	
	8 GB	
	16 GB	
	32 GB	
	HP	
	8 GB	
	16 GB	
	32 GB	
	Sony	
	8 GB	
	16 GB	
	32 GB	
	Scan Disk	
	8 GB	
	16 GB	
	32 GB	
132	Desk Calendar Refill	
133	Paper Cube (cube pad)	
134	Multi Purpose Tumbler	
135	Sutli (Packthread)	
136	Computer Data Binder (15X12)	
137	Accession Register	
138	Uniball Eye Fine pen	
139	Dak Pad	
140	Rubber Bands (500 gm. Packet)	
141	Binding Thread reels (no. 2) (Brown)	
142	Uniball Gel Impact Pen (Um 153) (Black, Blue, Red & Green)	
143	Uniball Gel Impact Refill (UM 153) (Black, Blue, Red & Green)	

COMPUTER STATIONERY/CARTRIDGE		
Sl. No.	Name of the Firms	
	Items Name	
1	Q-5949A Cartridge HP	
2	Q- 2610A Cartridge HP	
3	(Q2612A) Cartridge 12A HP	
4	(Q2612AF) Cartridge (Dual Pack) 12AF HP	
5	8061 X Cartridge (for Laser Jet Printer 4100 No.) HP	
6	Laser Jet Cartridge Black 1200 No. HP	
7	(C8543X) Laser Jet Print Cartridge 43X HP	
8	(CB435A) Laser Jet Print Cartridge 35A HP	
9	702-Black Cartiredge HP	
10	22-Tri-colour Cartridge HP	
11	Cartridge ML-D2850A/XIP Samsung (2000 pages)	
12	Cartridge ML-D2850B/XIP Samsung (5000 pages)	
13	Cartridge MLT-D209S/XIP Samsung (2000 Pages)	
14	Cartridge MLT-D209L/XIP Samsung (5000 Pages)	
15	851 Black Cartridge HP	
16	855 Tri-Colour Cartridge HP	
17	901 Black Cartridge HP	
18	901 Tri-Colour Cartridge HP	
19	(CE278AC) Black Cartridge CE278AC HP	
20	(CE278AF) Black Cartridge (Dual Pack) 78A HP	
21	(CE410A) 305A Black Cartridge HP	
22	(CE411A) 305A Cyan Cartridge HP	
23	(CE412A) 305AYellow Cartridge HP	
24	(CE413A) 305A Magenta Cartridge HP	
25	(C9391A) 88XL Cyan Ink Cartridge HP	
26	(C9392A) 88XL Magenta Ink Cartridge HP	
27	(C9393A) 88XL Yellow Ink Cartridge HP	

28	(C9396A) 88XL Black Ink Cartridge HP	
29	TN-2365 Cartridge Brother	
30	TN-2365 Imaging Unit (Drum) Brother	
31	HP 862 Ink Cartridge, Black	
32	HP 862 Ink Cartridge, Magenta	
33	HP 862 Ink Cartridge, Yellow	
34	HP 862 Ink Cartridge, Cyan	
35	Epson 664M (Magenta)	
36	Epson 664C (Cyan)	
37	Epson 664Y (Yellow)	
38	Epson 664 BK (Black)	
39	Brother BT 5000M (Magenta)	
40	Brother BT 5000C (Cyan)	
41	Brother BT 5000Y (Yellow)	
42	Brother BT 5000 BK (Black)	
43	Samsung ML 2161 (ML D101S)	
44	HP-364-XL (Ink Tank) (Black)	
45	HP-364-XL (Ink Tank) (Cyan)	
46	HP-364-XL (Ink Tank) (Magenta)	
47	HP-364-XL (Ink Tank) (Yellow)	
48	HP 950 Black	
49	HP 951 XL Colour (Cyan)	
50	HP 951 XL Colour (Magenta)	
51	HP 951 XL Colour (Yellow)	

PHOTOSTAT MACHINE STATIONERY/TONER

Sl. No.	Name of the Firms	
	Items Name	
1	Toshiba Toner (E Studio - 350/450)	
2	Duplo Ink Cartridge 514K Black	
	600 CC	
	1000 CC	
3	Toshiba Toner (E Studio - 600/520/720/850)	
4	Toshiba Toner (T-1640D-5K)	
	Toshiba Toner (T-1640D)	
5	Toshiba Toner (T-1810D-5K)	
	Toshiba Toner (T-1810D)	
6	Toshiba Toner (T-5070P-5K)	
	Toshiba Toner (T-5070P)	
7	Roll Master (DR-650 L) Stencil	
8	Fax Machine Toner TN2280, Brother 2600 pages	
9	Fax Machine Toner TN2260, Brother 1200 pages	
10	Xerox Toner 6R1046	
11	Xerox Toner 106R01277(Pack of 2 Bottle)	
12	Xerox Toner 006R01146 (Pack of 2 Bottle with 1 waste Toner Bottle)	
13	Xerox Toner 006R01552 (Pack of 2 Bottle with 1 waste Toner Bottle)	
14	Xerox Toner 006R01573 (Pack of 2 Bottle with 1 waste Toner Bottle)	
15	Xerox Machine Stapler Cartridge 5875	
16	Xerox Machine Stapler Cartridge 5775	
17	Sharp Toner Cartiredge (MX-560AT)	
18	Toner of Photocopier machine Toshiba Studio 2006	
19	Xerox Toner (Photocopier Machine no. 5016)	
20	Sharp Photocopier Machine (SHARP-MX-M-754) (Toner-Model no.- MX754AT)	
21	Sharp MX-M 565 (Toner No. MX 561 AT)	