

OFFICE OF THE DISTRICT & SESSIONS JUDGE, MOGA

PUBLIC NOTICE

Sealed quotations are hereby invited from eligible firms/vendors/suppliers for the supply of the following stationery articles for office use in the Sessions Division, Moga:

Sr. No.	Name of the Article	Quantity
1	Paper Ream A4	1000 Ream
2	Paper Ream FS Legal	1000 Ream
3	Officer Pen (V5/V7) Blue	120 Pc
4	Stenographer Notebook	200 Pc
5	Small Stapler Pin Box	200 box
6	Plastic Water Damper	50 Pc
7	Pencils	500 Pc
8	Long Laces 36”	4000 Pc
9	Small Tags	4000 Pc
10	Cello Tape-Big 1.5”	50 Pc
11	Brown Tape 2.5”	20 Pc
12	Ball Pens for officials (Staff)	300 Pc
13	Colour Flag	50 Pc
14	Gum Bottle	50 Pc

Terms and Conditions:-

1. The quotations should be submitted in a sealed envelope superscribed “Quotation for Supply of Stationery Articles” and addressed to the “Nazir Branch, Office of District & Sessions Judge, Moga”.
2. The rates quoted should be inclusive of all taxes, duties, freight, loading/unloading and any other incidental charges.
3. The quotations must reach the office of the District & Sessions Judge, Moga **within 15 (fifteen) days** from the date of publication of this notice.
4. The articles supplied shall be of good quality and as per the specifications approved by Punjab Government.
5. The District & Sessions Judge, Moga reserves the right to accept or reject any or all quotations without assigning any reason.
6. The successful vendor shall be required to supply the articles within the stipulated period as communicated by this office.
7. Conditional or incomplete quotations shall not be considered.

For any clarification, interested vendors may contact the office of the District & Sessions Judge, Moga during working hours.

Sd/-

District & Sessions Judge,
Moga

No. **3228/EB**
Dated: **09.09.2026**