

Office of the
Chief Judicial Magistrate, ::::::::::::::: Bajali, Pathsala

QUOTATION

Sealed quotations are invited from registered firms/Enterprises affixed with court fee of Rs. 8.25 along with attested copies of Trade License, Registration Certificate, GST Registration Certificate etc. for supply of office stationery articles/Miscellaneous items to the office of the Chief Judicial Magistrate, Bajali, Pathsala for the year 2025-2026.

A list of the required in the office of the C.J.M, Bajali, Pathsala is enclosed herewith. The quotation shall be governed by the following terms & conditions :-

1. Quotation shall be accepted till 2:00 P.M. of 20-05-2025 in a sealed cover and the quotation will be opened on the same day.
2. Quotation may be submitted either by hand delivery or through registered post.
3. Rates shall be valid till 31-03-2026 and the term of supply may also be extended with the consent of the supplier or may be terminated at any time without any notice.
4. Separate rates should be quoted for different quality.
5. Rates should be inclusive of all taxes and articles should be supplied in the office of the C.J.M, Bajali, Pathsala.
6. Supplier may also asked to supply any other article not mentioned in the enclosed list. In that case the supplier should be paid the market value of the article.
7. Supplier shall have to supply articles within 7 (seven) days on the date of the order placed.
8. The undersigned reserves the right to accept and reject any quotation without assigning any reason.

For more details contact with the office of the undersigned before submitting their quotation.


Chief Judicial Magistrate,
Bajali, Pathsala

Memo No.- CJM/BAJ/2025/ 510-512 Dated Bajali, the 05th May, 2025

Copy to :-

1. A copy to the "Notice Board" for information.
2. The System Assistant, e-court, Bajali Judiciary for uploading this Notice in the Bajali Judiciary website.
3. Office file.


Chief Judicial Magistrate,
Bajali, Pathsala
**Chief Judicial Magistrate
Bajali, Pathsala**

Sl. No.	Name of Stationery Articles	Size & Weight	Remarks
1.	A4 Paper (75 GSM) Best Quality-per Ream	210 x297mm sheets 500 nos	
2.	Legal Paper (75 GSM) Best Quality -Per Ream	21.5 x 34.5 cm sheets 500 nos	
3.	D.F.C. Paper (white) Best Quality - Per Ream	43 x 69 cm 8 Kg.	
4.	Pencil Carbon (Safex) 100 Sheets	210 x 330 mm	
5.	Pencil Carbon (Safex) 100 Sheets	420 x 330 mm	
6.	Jute twin (Sutle)	Per Kg	
7.	Steno Bell (Electric)	Per No.	
8.	Pen stand-best quality with 4 pens	Per No.	
9.	Filter Candle (Milton)	Per No.	
10.	Alpin (Student)	Per packet	
11.	Punching Machine	Per No.	
12.	Magnetic Pin Holder	Per No.	
13.	Synthetic gum-per No.	30 gm	
14.	Adhesive Paste	650 ml	
15.	Paper weight-glass	Per piece	
16.	Eraser/Whitener	Per No.	
17.	Paper flags	Per packet	
18.	Pencil (Apsora)	Per dozen	
19.	Eraser (Apsora)	Peer dozen	
20.	Highlighter/Marker pen (Luxor)	Per piece	
21.	Calculator big size (CASIO)	Per piece	
22.	Knife-best quality-per no.	8 inch long	
23.	Stamp Pad ink-60ml	Per piece	
24.	Whit ribbon-cotton	Per roll	
25.	Red ribbon-cotton	Per roll	
26.	Court Dairy (Form No. (R) 9 of Criminal Rules and Order)	100 sheets with cloth bindin.	
27.	Court Fee Register	100 sheets with cloth binding	
28.	Judgement Register	100 sheets with cloth binding	
29.	Malkhana Register (As per Police Manual)	100 sheets with cloth binding	
30.	Process Register	100 sheets with cloth binding	

Sl. No.	Name of Stationery Articles	Size & Weight	Remarks
31.	Register of Fines (Form No. (A) 21 of Criminal Rules and Order)	100 sheets with cloth binding	
32.	Register of Outstanding fines	100 sheets with cloth binding	
33.	Register Complaint of Offences (Form No. (R) 2 (1) of Criminal Rules and Order)	100 sheets with cloth binding	
34.	Register of Miscellaneous cases (Form No. (R) 2 (III) of Criminal Rules and Order)	100 sheets with cloth binding	
35.	General Register of cases cognization (Form No (R) 3 of Criminal Rules and Order)	100 sheets with cloth binding	
36.	Trial Register (Form No. (R) 4 of Criminal Rules and Order)	100 sheets with cloth binding	
37.	Trial Register of Petty Cases (Form No. (R) 6 of Criminal Rules and Order)	100 sheets with cloth binding	
38.	Register of Warrant of imprisonment (Form No. (R) 7 of Criminal Rules and Order)	100 sheets with cloth binding	
39.	Register of Maintenance order made by Court outside India for enforcement in India (Form No. (R) 8 of Criminal Rules and Order)	100 sheets with cloth binding	
40.	Daily Register of Petition etc., Court fees (Form No. (R) 10 of Criminal Rules and Order)	100 sheets with cloth binding	
41.	Register of Process Issued and Received (Form No. (R) 12 & R (13 of Criminal Rules and Order)	100 sheets with cloth binding	
42.	Binding Register - Per No.	24 No. Vol.	
43.	Binding Register - Per No.	20 No. Vol.	
44.	Binding Register - Per No.	16 No. Vol.	
45.	Binding Register - Per No.	12 No. Vol	
46.	Binding Register - Per No.	6 No. Vol	
47.	Exercise Book - binding	12 No. Vol.	
48.	Thermo steel (Milton)	500 ml.	
49.	Thermo steel (Milton)	1000 ml.	

Sl. No.	Name of Stationery Articles	Size & Weight	Remarks
50.	Tube light Complete set	Per set	
51.	Tube	Per No.	
52.	LED Bulb-Per No.	10 wt (10)	
53.	Stapler Kangaroo G-10	Per No.	
54.	Stapler Pin-Per Packet size 10	Per Packet	
55.	Stapler Pin-Per Packet size 45	Per Packet	
56.	Envelope - 100 Nos	11 x 5 inch	
57.	Envelope - 100 Nos	9 x 4 inch	
58.	Tag twisted	Per dozen	
59.	Cup-Plate (Bone China)	Per Pair.	
60.	Quarter plate (Bone China)	Per piece	
61.	Spoon (Best quality)	Per Dozen	
62.	Fork (Best quality)	Per Dozen	
63.	Tea Spoon (Best quality)	Peer dozen	
64.	Table Spoon (Best quality)	Per dozen	
65.	Tea set (Laopala)	Per set	
66.	Tray	Per piece	
67.	Paper napkin	Per packet	
68.	Lock & Key (Godrej - 53 mm)	Per No.	
69.	Lock & Key (Godrej - 52 mm)	Per No.	
70.	Phenyl-Bengal Chemical-Per Botle	500 ml	
71.	Odonil	Per Packet	
72.	Drinking glass-(Cello)	Per glass	
73.	Harpic 500 ml	Per No.	
74.	Bleaching Powder-500 gm	Per Packet	
75.	Towel Best quality - big size	Per Piece	
76.	Towel Best quality - small size	Per Piece	
77.	Cushion - Kurlon 406 x 51 mm	Per No.	
78.	File Cover (Ambassador)	Per No.	
79.	File Cover with board - Superior quality.	Per No.	
80.	Steno note book - Best quality	Per No.	
81.	Ink (Chelpark) 60 ml	Per No.	
82.	Ink (Parker) 60 ml	Per No.	
83.	Battery - Eveready big size	Per No.	
84.	Battery - Eveready Pencil size	Per No.	
85.	Stamp Pad- big size	Per No.	
86.	Stamp Pad- small	Per No.	

Sl. No.	Name of Stationery Articles	Size & Weight	Remarks
87.	Hand Wash (Savlon)	Per No.	
88.	Ball Pen Pen (Best quality)	Per No.	
89.	Parker ink Pen	Per No.	
90.	Parker ball Pen	Per No.	
91.	Water cushion	Per No.	
92.	Red markin cloth	Per mtr.	
93.	Room freshener (Best quality)	Per No.	
94.	Car Perfume (Best quality)	Per No.	
95.	Car polish (Best quality)	Per No.	
96.	Good Knight Repellent (Set)	Per No.	
97.	Good Knight Liquid	Per No.	
98.	Hit Spray (mosquito killer)	Per No.	
99.	Jharu (long size)	Per No.	
100.	Ceiling Jharu	Per Piece	
101.	Plastic Bucket	Per No.	
102.	Acid	500 ml	
103.	Citronella	Per Botle	
104.	Cello Tape (Big size)	Per No.	
105.	Wall clock (Ajanta)	Per No.	
106.	Computer Printer Toner (Canon/HP)	Per piece	
107.	Mask	Per piece	
108.	Hand Gloves	Per piece	
109.	Nepthelen balls	Per packet	
110.	Colin	Per No.	
111.	Dish Washer	Per No.	
112.	Sponge	Per No.	
113.	White cotton cloth	Per mitre.	


 Chief Judicial Magistrate
 Bajali, Pathsala