

**OFFICE OF THE DISTRICT & SESSIONS JUDGE:: TINSUKIA**

**Tinsukia District**

**NOTICE INVITING QUOTATION**

Sealed quotations affixing Court Fee Stamp of Rs. 8.25/- only (Non-refundable) are hereby invited from reputed registered local firms for supply of stationary articles and other misc. articles to the Office of the District & Sessions Judge, Tinsukia for the period July 2026- to March 2027 on or before 14/07/2026 till 4.00 pm. The list of items for which rates are to be quoted are provided in "Annexure A". No quotations will be entertained beyond the scheduled date and time.

**GENERAL TERMS & CONDITIONS:**

1. The quotation should be duly signed by the owner/ authorized representative and stamped with the official seal. The quotation should be submitted in a sealed envelope and superscripted on the top "Quotation for supply of Office stationary and other misc. articles". The following documents are to be appended along with-
  - a) Registration certificate of the firm
  - b) Income tax return clearance certificate
  - c) Trade License, PAN Card
  - d) GST registration certificate, GST return/ clearance document.
  - e) Experience certificate of supplying similar items to various Government/ Semi Government/ PSUs, if any.
2. A self declaration that the firm hasn't been blacklisted by any institution is to be provided.
3. Rates are required to be quoted including GST. However GST rate is to be shown separately against each item. The rate quoted for each item should be final and no hike in price of any item will be considered till the end of the concerned financial year.
4. The brand name has to be specified against the quoted price of each item as appearing in the list "Annexure A".
5. The articles will be purchased as per requirement and items should be delivered immediately or within the stipulated time. The supplier will also have to bear all the overheads & other expenses like packaging, transportation etc.



in connection with the supply of the items to the Office/ Judicial Quarters.

6. The payment shall be made after satisfactory execution of the order and supply of material in satisfactory condition, subject to availability of funds. Before submitting the bill the party must ensure their GST returns are up to date and the firm's PAN and GSTIN are clearly mentioned in the invoice. The following shall be required to be submitted for payment –
  - A) Bills in triplicate
  - B) Bank Account Details
7. The District & Sessions Judge, Tinsukia reserves the right not to accept or reject any or all quotation in part or full and shall not be bound to accept the lowest price/ bid.
8. In case of violation of terms and condition of the quotation document or unsatisfactory supply of materials or of poor quality/ below standard material, the District & Sessions Judge, Tinsukia reserves the right to terminate the contract by giving intimation to supplier immediately.
9. The decision of the District & Sessions Judge, Tinsukia in all respect be final and binding.

-Sd-

District & Sessions Judge  
Tinsukia

NO. DJT/4062-64 /2026

Dated, Tinsukia the 30/06 /2026

Copy to:

- 1/ Systems Officer, O/o the District & Sessions Judge, Tinsukia for uploading it in the Official website.
2. Notice Board, O/o the District & Sessions Judge, Tinsukia.
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4. Office file.

  
District & Sessions Judge  
District & Sessions Judge  
Tinsukia

## Annexure -A

| Sl. No. | Name of the Articles                                              | Supply Rate |     |               |               | Remarks |
|---------|-------------------------------------------------------------------|-------------|-----|---------------|---------------|---------|
|         |                                                                   | Quantity    | MRP | Excluding GST | Including GST |         |
| 1       | Xerox Paper Legal Size (JK Copier or equivalent)                  | 1Pkt        |     |               |               |         |
| 2       | Xerox Paper A4 Size (75 GSM) (JK Copier or equivalent)            | 1Pkt        |     |               |               |         |
| 3       | File Cover (2 folder) (Neelkamal or equivalent)                   | 1Pc         |     |               |               |         |
| 4       | File Cover (4 folder) (Neelkamal or equivalent)                   | 1 Pc        |     |               |               |         |
| 5       | Ambassador Touch Executive File Cover (Neelkamal or equivalent)   | 1Pc         |     |               |               |         |
| 6       | Stenographer Note Book (60 GSM)                                   | 1 Pc        |     |               |               |         |
| 7       | Clip Board writing/ drawing                                       | 1Pc         |     |               |               |         |
| 8       | Hard Bound Register 200 pages (oxford or equivalent)              | 1Pc         |     |               |               |         |
| 9       | Hard Bound Register 400 pages (oxford or equivalent)              | 1Pc         |     |               |               |         |
| 10      | Refill for ball pen (Blue/ Red/ Black) (Max writer or equivalent) | 1pc         |     |               |               |         |
| 11      | Dot Pen (Blue/ Red/ Black) (Max writer or equivalent)             | 1Pc         |     |               |               |         |
| 12      | Ink Pen (Parker Vector or equivalent )                            | 1Pc         |     |               |               |         |
| 13      | Ink for Pen (Parker Ultra or equivalent)                          | 1Pc         |     |               |               |         |
| 14      | Gel Pen (Blue/ Red/ Black) (Cello or equivalent)                  | 1Pc         |     |               |               |         |
| 15      | Marker Pen (Luxor or equivalent)                                  | 1Pc         |     |               |               |         |
| 16      | Highlighter Pen (Luxor or equivalent)                             | 1Pc         |     |               |               |         |
| 17      | Paper Weight                                                      | 1Pc         |     |               |               |         |
| 18      | Damper                                                            | 1Pc         |     |               |               |         |
| 19      | Alpin                                                             | 1box        |     |               |               |         |
| 20      | Gems Clip                                                         | 1Box        |     |               |               |         |
| 21      | Tag Cotton                                                        | 1Bundle     |     |               |               |         |
| 22      | Phenyle Black 5 ltr ( Cross or equivalent)                        | 5Ltr        |     |               |               |         |
| 23      | Phenyle White 1 Ltr ( Cross or equivalent)                        | 1 ltr       |     |               |               |         |
| 24      | Envelope ( Small) (120 GSM )                                      | 1Pc         |     |               |               |         |
| 25      | Envelope ( Medium ) (120 GSM )                                    | 1Pc         |     |               |               |         |
| 26      | Envelope ( Big) (120 GSM )                                        | 1Pc         |     |               |               |         |
| 27      | A4 Size laminated envelope (120 GSM)                              | 1 Pc        |     |               |               |         |
| 28      | Transparent Plastic folder (Commander or equivalent)              | 1 Pc        |     |               |               |         |
| 29      | Binding Registers No-5 (oxford or equivalent)                     | 1Pc         |     |               |               |         |

| Sl. No. | Name of the Articles                           | Quantity | MRP | Excluding GST | Including GST | Remarks |
|---------|------------------------------------------------|----------|-----|---------------|---------------|---------|
|         |                                                |          |     |               |               |         |
| 30      | Binding Registers No- 6 (oxford or equivalent) | 1pc      |     |               |               |         |
| 31      | Binding Registers No-7 (oxford or equivalent)  | 1Pc      |     |               |               |         |
| 32      | Binding Registers No-8 (oxford or equivalent)  | 1Pc      |     |               |               |         |
| 33      | Binding Registers No-9 (oxford or equivalent)  | 1pc      |     |               |               |         |
| 34      | Binding Registers No-10 (oxford or equivalent) | 1pc      |     |               |               |         |
| 35      | Binding Registers No-11 (oxford or equivalent) | 1pc      |     |               |               |         |
| 36      | Binding Registers No-12 (oxford or equivalent) | 1pc      |     |               |               |         |
| 37      | Binding Registers No-13 (oxford or equivalent) | 1pc      |     |               |               |         |
| 38      | Binding Registers No-14 (oxford or equivalent) | 1pc      |     |               |               |         |
| 39      | Binding Registers No-15 (oxford or equivalent) | 1pc      |     |               |               |         |
| 40      | Binding Registers No-16 (oxford or equivalent) | 1pc      |     |               |               |         |
| 41      | Binding Registers No-17 (oxford or equivalent) | 1pc      |     |               |               |         |
| 42      | Binding Registers No-18 (oxford or equivalent) | 1pc      |     |               |               |         |
| 43      | Binding Registers No-19 (oxford or equivalent) | 1pc      |     |               |               |         |
| 44      | Binding Registers No-20 (oxford or equivalent) | 1pc      |     |               |               |         |
| 45      | Binding Registers No-21 (oxford or equivalent) | 1pc      |     |               |               |         |
| 46      | Binding Registers No-22 (oxford or equivalent) | 1pc      |     |               |               |         |
| 47      | Binding Registers No-23 (oxford or equivalent) | 1pc      |     |               |               |         |
| 48      | Binding Registers No-24 (oxford or equivalent) | 1pc      |     |               |               |         |
| 49      | Binding Registers No-25 (oxford or equivalent) | 1pc      |     |               |               |         |
| 50      | Binding Registers No-26 (oxford or equivalent) | 1pc      |     |               |               |         |
| 51      | Binding Registers No-27 (oxford or equivalent) | 1pc      |     |               |               |         |
| 52      | Binding Registers No-28 (oxford or equivalent) | 1pc      |     |               |               |         |
| 53      | Binding Registers No-29 (oxford or equivalent) | 1pc      |     |               |               |         |
| 54      | Binding Registers No-30 (oxford or equivalent) | 1pc      |     |               |               |         |

| Sl. No. | Name of the Articles                                                               | Quantity | MRP | Excluding GST | Including GST | Remarks |
|---------|------------------------------------------------------------------------------------|----------|-----|---------------|---------------|---------|
|         |                                                                                    |          |     |               |               |         |
| 55      | Printer Cartridge ( Cannon Image Runner 1643i), Original & Compitable (both)       | 1pc      |     |               |               |         |
| 56      | Printer Cartridge {Cannon Image Class MF244dw (337), Original & Compitable (both)} | 1pc      |     |               |               |         |
| 57      | Printer Cartridge (Cannon Image Class MF275dw), Original & Compitable (both)       |          |     |               |               |         |
| 58      | Printer Cartridge ( HP lasejet 1008), Original & Compitable (both)                 | 1pc      |     |               |               |         |
| 59      | Printer Cartridge ( HP lasejet 1020 Plus), Original & Compitable (both)            | 1pc      |     |               |               |         |
| 60      | Printer Cartridge ( HP lasejet 108a), Original & Compitable (both)                 | 1pc      |     |               |               |         |
| 61      | Printer Cartridge ( HP lasejet Pro MFP M126a), Original & Compitable (both)        | 1pc      |     |               |               |         |
| 62      | Printer Cartridge ( EPSON M2140) (EPSON)                                           | 1Pc      |     |               |               |         |
| 63      | Drum For Xerox Machine) (Canon)                                                    | 1Pc      |     |               |               |         |
| 64      | Toner For Xerox Machine ( Canon Image Runner 2206)(Canon)                          | 1Pc      |     |               |               |         |
| 65      | Toner For Xerox Machine ( Canon Image Runner 2004N) (Canon)                        | 1Pc      |     |               |               |         |
| 66      | Toner For Xerox Machine ( Canon Image Runner 2002N) (Canon)                        | 1Pc      |     |               |               |         |
| 67      | Pad ink 100 ML/ General ink (Camel or equivalent)                                  | 1Pc      |     |               |               |         |
| 68      | Stamp Pad Medium (Camel or equivalent)                                             | 1Pc      |     |               |               |         |
| 69      | Plastic Sutli                                                                      | Kg       |     |               |               |         |
| 70      | Gum Liquid ( Small Size ) (Fevicol or equivalent)                                  | 1Pc      |     |               |               |         |
| 71      | Gum Liquid ( Big Size ) (Fevicol or equivalent)                                    | 1Pc      |     |               |               |         |
| 72      | Wall Clock (Ajanta or equivalent)                                                  | 1Pc      |     |               |               |         |
| 73      | Pencil Battery (Duracell or equivalent)                                            | 1Pc      |     |               |               |         |
| 74      | Towel ( Small ) (Bombay Dyeing or equivalent)                                      | 1Pc      |     |               |               |         |
| 75      | Towel ( Medium )(Bombay Dyeing or equivalent)                                      | 1Pc      |     |               |               |         |
| 76      | Towel ( Big ) (Bombay Dyeing or equivalent)                                        | 1Pc      |     |               |               |         |
| 77      | Spoon                                                                              | 1Dozen   |     |               |               |         |
| 78      | Fork                                                                               | 1Dozen   |     |               |               |         |
| 79      | Drinking Glass (Borosil or equivalent)                                             | 1Set     |     |               |               |         |
| 80      | Water Filter ( Milton or equivalent)                                               | 1pc      |     |               |               |         |
| 81      | Coaster ( Milton or equivalent)                                                    | 1 set    |     |               |               |         |
| 82      | Cup Plate Bone china Set (Borosil/ La Opala or equivalent)                         | 1Set     |     |               |               |         |

| Sl. No. | Name of the Articles                                    | Quantity | MRP | Excluding GST | Including GST | Remarks |
|---------|---------------------------------------------------------|----------|-----|---------------|---------------|---------|
|         |                                                         |          |     |               |               |         |
| 83      | Dinner set (Borosil/ La Opala or equivalent)            | 1Set     |     |               |               |         |
| 84      | Casserole hot case (Milton or equivalent)               | 1 Pc     |     |               |               |         |
| 85      | Dustbin (Milton or equivalent)                          | 1Pc      |     |               |               |         |
| 86      | Bucket (Milton or equivalent)                           | 1Pc      |     |               |               |         |
| 87      | Mug (Milton or equivalent)                              | 1Pc      |     |               |               |         |
| 88      | Jug (Milton or equivalent)                              | 1Pc      |     |               |               |         |
| 89      | LED Bulb ( 20 Watt)(Polycab or equivalent)              | 1Pc      |     |               |               |         |
| 90      | Tube Light - Philips 40 Watt(Philips or equivalent)     | 1pc      |     |               |               |         |
| 91      | Insulated water bottle (1 litre)( Milton or equivalent) | 1Pc      |     |               |               |         |
| 92      | Water bottle -1 litre(Milton or equivalent)             | 1 Pc     |     |               |               |         |
| 93      | Electric Tea Kettle (Bajaj or equivalent)               | 1pc      |     |               |               |         |
| 94      | Good Night Machine (Godrej or equivalent)               | 1Pc      |     |               |               |         |
| 95      | Good Night Refill (Godrej or equivalent)                | 1Pc      |     |               |               |         |
| 96      | Fevistick (Pedilite or equivalent)                      | 1Pc      |     |               |               |         |
| 97      | Scissor (Big) (Jyoti or equivalent)                     | 1Pc      |     |               |               |         |
| 98      | Scissor (small)(Jyoti or equivalent)                    | 1 Pc     |     |               |               |         |
| 99      | Calling Bell (costar or equivalent)                     | 1Pc      |     |               |               |         |
| 100     | Extension Cord ( Havells or equivalent )                | 1pc      |     |               |               |         |
| 101     | Extension Cord ( Polycab or equivalent                  | 1Pc      |     |               |               |         |
| 102     | Staple Machine (Small)- Kores or equivalent             | 1Pc      |     |               |               |         |
| 103     | Staple Machine ( Medium )-Kores or equivalent           | 1Pc      |     |               |               |         |
| 104     | Staple Machine ( Big )-Kores or equivalent              | 1Pc      |     |               |               |         |
| 105     | Staple Pin ( - Kores or equivalent                      | 1Pc      |     |               |               |         |
| 106     | Staple Pin ( Medium ) Kores                             | 1Pc      |     |               |               |         |
| 107     | Staple Pin ( Big ) kores                                | 1Pc      |     |               |               |         |
| 108     | Poker (plastic handle)Pinterest                         | 1pc      |     |               |               |         |
| 109     | Candle (Rosemary or equivalent)                         | 1Pkt     |     |               |               |         |
| 110     | Pen Stand (Medium Size)1Pc( Deskart or equivalent)      | 1Pc      |     |               |               |         |
| 111     | Pen Stand ( Executive ) 1Pc(Deskart or equivalent)      | 1Pc      |     |               |               |         |
| 112     | Nephthalene 1Pkt(Bindu or equivalent)                   | 1Pkt     |     |               |               |         |
| 113     | PhulJharu                                               | 1pc      |     |               |               |         |
| 114     | Coconut Jharu                                           | 1Pc      |     |               |               |         |
| 115     | Bamboo Jharu                                            | 1Pc      |     |               |               |         |
| 116     | Magnetic pin Box 1Pc (Oddy or equivalent)               | 1Pc      |     |               |               |         |

| Sl. No. | Name of the Articles                                                | Quantity | MRP | Excluding GST | Including GST | Remarks |
|---------|---------------------------------------------------------------------|----------|-----|---------------|---------------|---------|
| 117     | Harpic                                                              | 1Pc      |     |               |               |         |
| 118     | Odonil (Gold Jasmine or equivalent)                                 | 1Pc      |     |               |               |         |
| 119     | Cello Tape ( Big ) (Rwanda or equivalent)                           | 1Pc      |     |               |               |         |
| 120     | Cello Tape ( Small ) (Rwanda or equivalent)                         | 1Pc      |     |               |               |         |
| 121     | Coir Doormat(45cmx75cm) (Mayflower or equivalent)                   | 1pc      |     |               |               |         |
| 122     | Coir Doormat (60 cm x 90 cm)(Mayflower or equivalent)               | 1Pc      |     |               |               |         |
| 123     | Coir Doormat (40 cm x 120 cm)(Mayflower or equivalent)              | 1Pc      |     |               |               |         |
| 124     | PVC Doormat (75 cm x 45 cm)                                         | 1pc      |     |               |               |         |
| 125     | Lock and Key ( Big ) (Godrej (Mayflower or equivalent)              | 1pc      |     |               |               |         |
| 126     | Lock and Key ( Small )(Godrej (Mayflower or equivalent)             | 1pc      |     |               |               |         |
| 127     | Knife (Stanley or equivalent)                                       | 1pc      |     |               |               |         |
| 128     | Brush for Table and Computer Cleaning (Nimbose or equivalent )      | 1Pc      |     |               |               |         |
| 129     | Toilet cleaning Brush (Samruddhi Premium (Mayflower or equivalent)) | 1Pc      |     |               |               |         |
| 130     | Room Freshner (Godrej or equivalent))                               | 1Pc      |     |               |               |         |
| 131     | Handwash(Dettol or equivalent))                                     | 1Pc      |     |               |               |         |
| 132     | Soap (Dettol or equivalent)                                         | 1Pc      |     |               |               |         |
| 133     | Dish Wash (Vim Bar or equivalent)                                   | 1Pc      |     |               |               |         |
| 134     | Correction pen (Camel or equivalent)                                | 1Pc      |     |               |               |         |
| 135     | Eraser (Camel or equivalent)                                        | 1Pc      |     |               |               |         |
| 136     | Scale                                                               | 1pkt     |     |               |               |         |
| 137     | Wooden Pencil (Natraj or equivalent)                                | 1Pc      |     |               |               |         |
| 138     | Hand Gloves(Scotch-Brite or equivalent)                             | 1pkt     |     |               |               |         |
| 139     | Punching Machine (Kangro or equivalent)                             | 1Pc      |     |               |               |         |
| 140     | Suit hanger/Stand (Locomoto or equivalent)                          | 1Pc      |     |               |               |         |
| 141     | Disposable Coffee Glass(Krum Ripple or equivalent)                  | 1Pkt     |     |               |               |         |
| 142     | Disposable Plate (bagasse or areca or equivalent)                   | 1Pkt     |     |               |               |         |
| 143     | Disposable Water Glass( Krum Ripple or equivalent)                  | 1Pkt     |     |               |               |         |
| 144     | Hit Black 400 ML (Godrej)                                           | 1Pc      |     |               |               |         |
| 145     | Melamine Serving Tray (16" x 10 ") (Milton or equivalent)           | 1Pc      |     |               |               |         |
| 146     | Melamine Serving Tray (24" x 13 ") (Milton or equivalent)           | 1Pc      |     |               |               |         |
| 147     | Mop (Milton or equivalent)                                          | 1pc      |     |               |               |         |
| 148     | Colin Glass Cleaner ( 500 ML)( Colin or equivalent)                 | 1Pc      |     |               |               |         |

| Sl. No. | Name of the Articles                                                  | Quantity | MRP | Excluding GST | Including GST | Remarks |
|---------|-----------------------------------------------------------------------|----------|-----|---------------|---------------|---------|
|         |                                                                       |          |     |               |               |         |
| 149     | Toilet cleaner (Sanitex or equivalent)                                | 1Pc      |     |               |               |         |
| 150     | Curtain For Doors (with Trade count of 160 & 300, both)               | 1Pc      |     |               |               |         |
| 151     | Curtain For Window (with Trade count of 160 & 300, both)              | 1pc      |     |               |               |         |
| 152     | Cushion (Sleepwell for equivalent)                                    | 1Pc      |     |               |               |         |
| 153     | Electric Heater (Orient or equivalent)                                | 1Pc      |     |               |               |         |
| 154     | Electric Switch ( Havells or equivalent)                              | 1Pc      |     |               |               |         |
| 155     | Electric MCB ( Havells or equivalent)                                 | 1Pc      |     |               |               |         |
| 156     | Ceiling Fan ( Havells or equivalent)                                  | 1Pc      |     |               |               |         |
| 157     | Stand Fan ( Havells or equivalent)                                    | 1Pc      |     |               |               |         |
| 158     | Wall Fan ( Havells or equivalent )                                    | 1Pc      |     |               |               |         |
| 159     | Calculator ( Big Size ) (Casio or equivalent)                         | 1Pc      |     |               |               |         |
| 160     | Calculator ( Medium ) (Casio or equivalent)                           | 1Pc      |     |               |               |         |
| 161     | Citronola ( Small)                                                    | 1Pc      |     |               |               |         |
| 162     | Paper Flag ( Oddy or equivalent )                                     | 1Pc      |     |               |               |         |
| 163     | Anti termite control solution for floor/walls(Sanitex or equivalent)  | 1Pc      |     |               |               |         |
| 164     | Bleaching Powder (Aditya Birla or equivalent)                         | 1 kg     |     |               |               |         |
| 165     | Markin Cloth Cotton -white(Rajshree or equivalent)                    | 1 meter  |     |               |               |         |
| 166     | Markin Cloth Cotton-Red(Rajshree or equivalent)                       | 1 meter  |     |               |               |         |
| 167     | Red Cloth for Court (Rajshree or equivalent)                          | 1 meter  |     |               |               |         |
| 168     | Tag Dispenser (kangaro)                                               | 1Pc      |     |               |               |         |
| 169     | Rubber Band                                                           | 1Pkt     |     |               |               |         |
| 170     | Pin Remover(Kangaro or equivalent)                                    | 1Pc      |     |               |               |         |
| 171     | Computer Keyboard ( Logitech or equivalent)                           | 1Pc      |     |               |               |         |
| 172     | Mouse -(Logitech or equivalent )                                      | 1Pc      |     |               |               |         |
| 173     | Quick Heal Antivirus-1User (Quick Heal)                               | 1Pc      |     |               |               |         |
| 174     | Quick Heal Antivirus ( 3 User )                                       | 1Pc      |     |               |               |         |
| 175     | HDMI to VGA converter(CP plus)                                        | 1Pc      |     |               |               |         |
| 176     | VGA splitter -USB( CP Plus)                                           | 1Pc      |     |               |               |         |
| 177     | Pen Drive - 32 GB (Sandisk or equivalent)                             | 1Pc      |     |               |               |         |
| 178     | Pen Drive - 64 GB -(Sandisk or equivalent)                            | 1Pc      |     |               |               |         |
| 179     | Vaccum cleaner for cleaning Computer CPU)(Black Decker or equivalent) | 1 Pc     |     |               |               |         |
| 180     | UPS (Microtek-600VA) -(Microtek or equivalent)                        | 1 Pc     |     |               |               |         |
| 181     | UPS (Microtek-1 KVA) (Microtek or equivalent)                         | 1 Pc     |     |               |               |         |
| 182     | HP Printer (1000/1100 series)                                         | 1 Pc     |     |               |               |         |

| Sl. No. | Name of the Articles                                    | Quantity | MRP | Excluding GST | Including GST | Remarks |
|---------|---------------------------------------------------------|----------|-----|---------------|---------------|---------|
| 183     | Screw Driver (Taporla or equivalent)                    | 1 Pc     |     |               |               |         |
| 184     | Laptop Adapter Cable (CP Plus or equivalent)            | 1pc      |     |               |               |         |
| 185     | Daak Book ( Oxford or equivalent)                       | 1Pc      |     |               |               |         |
| 186     | Binders Clip (Saya or equivalent)                       | 1Pkt     |     |               |               |         |
| 187     | Scrubber (Agro Royal)                                   | 1Pc      |     |               |               |         |
| 188     | Screw Driver (single)Taporla or equivalent              | 1Pc      |     |               |               |         |
| 189     | Water Tap (Royal or equivalent)                         | 1Pc      |     |               |               |         |
| 190     | Red Ribbon                                              | 1Meter   |     |               |               |         |
| 191     | Poison Liquid (Sanitex or equivalent )                  | 1Bottle  |     |               |               |         |
| 192     | Water Pipe Plastic (Supreme or equivalent)              | 1Meter   |     |               |               |         |
| 193     | Hand Spade (Tata or equivalent )                        | 1Pc      |     |               |               |         |
| 194     | Table Top Glass                                         | Sq. Feet |     |               |               |         |
| 195     | Table Top Elevator Arcylic Writing Desk (21" x 16")     | 1 Pc     |     |               |               |         |
| 196     | Umbrella Black (Big Size)(Mahendra Dutta or equivalent) | 1 Pc     |     |               |               |         |
| 197     | Tea leaves packet (Tata or equivalent)                  | 1 kg     |     |               |               |         |
| 198     | Coffee ( Nestle or equivalent)                          | 100 gm   |     |               |               |         |
| 199     | Sugar                                                   | 1 kg     |     |               |               |         |
| 200     | Gamosa (Hand made)                                      | 1 piece  |     |               |               |         |

**Note: For the products which have no MRP or come under any brand name, aside from quotateing the price, sample of it shall be submiitted on a date to be specified later to ensure standard of supply of articles in future.**