OFFICE OF THE SUB-DIVISIONAL JUDICIAL MAGISTRATE(M), BOKAKHAT

NOTICE INVITING QUOTATION

Dated Bokakhat, the 08th May, 2025

Sealed quotation affixing Court fee stamps of Rs. 8.25/- only (Non refundable) are hereby invited from registered local firms for supply of **(1) Stationery articles (2) Miscellaneous articles, and 3) Computer accessories and Electrical Articles** to the Office of **The Sub-Divisional Judicial Magistrate(M), Bokakhat** for a period of **one year**. The quotation should reach the undersigned on or before **31/05/2025**.

GENERAL TERMS & CONDITIONS:

1) The quotation shall be submitted separately for supply of each category of article mentioned above and the envelope containing the quotation should be super scribed separately for each category as **" Quotation for supply of Stationary items"** , **" Quotation for supply of Miscellaneous Articles"** and **" Quotation for supply of Computer Accessories and Electrical Articles"** and should contain the following documents:-
    a) Copy of PAN Card
    b) Upto date copy of GST clearance certificate
    c) Copy of Trade License
    d) Copy of GST Registration certificate

2) The firm should have an established shop dealing in the items mentioned above. Detailed address of shop is to be furnished along with quotation for verification.
3) Rate should be quoted both in words and figure and excluding GST. GST is to be shown separately against the item in the bills, where applicable.
4) Rate quoted for each item will be final and no hike in price of any material will be considered during the contract period. However, the bidders are permitted to increase the rate with the increase of M.R.P, if they quote M.R.P as the price in case of branded products.
5) Sample of the item should be submitted where necessary.
6) The bidder shall quote rate against the specified brand name, size, weight etc. (where applicable) of the articles as per prescribed list/format appended herewith.
7) The articles will be purchased as per requirement and same shall be delivered to the Office of the Sub-Divisional Judicial Magistrate(M), Bokakhat or wherever necessary immediately.

8) The Sub-Divisional Judicial Magistrate(M), Bokakhat reserves the right not to accept or reject any or all quotations in part or full and he shall not be bound to accept the lowest price.
9) In case of violation of terms and condition of the quotation document or unsatisfactory supply of materials or of poor quality and below standard, The Sub-Divisional Judicial Magistrate(M), Bokakhat reserves the right to terminate the contract by giving intimation to the supplier.
10) The decision of the Sub-Divisional Judicial Magistrate(M), Bokakhat in all respect shall be final and binding.
11) The selected supplier may be directed to supply articles not mentioned in the list on agreed price between both the parties.
12) The bidder shall quote price for best quality only, if not otherwise specified in the list.
13) The bidder shall submit his sealed envelope to the receipt section of the court and shall obtain proper receipts.

Sub-Divisional Judicial Magistrate (M),
Bokakhat

Sub-Divisional Judicial Magistrate(M)
Bokakhat

Memo No. BJ(G).1308-16./2025 Dated-.....08./.....05...../2025

Copy to :-

1. Hon'ble District & Sessions Judge, Golaghat
2. Hon'ble Chief Judicial Magistrate, Golaghat
3. The Ld. Civil Judge(Jr. Div)-cum-JMFC, Bokakhat
4. The Sub-Divisional Information & Public Relation Officer, Bokakhat for publishing this Tender in two local dailies.
5. System Officer, O/O The Hon'ble District & Sessions Judge, Golaghat.
6. Accounts Section
7. Notice Board
8. Office File
9. Interested parties.

Sub-Divisional Judicial Magistrate (M),
Bokakhat

Sub-Divisional Judicial Magistrate(M)
Bokakhat

List of Stationary Articles

Sl. No.	Name of the Item	Per unit	Rate(In Rs.)
1	Add Gel Pen(Blue, Red & Black colour)	No.	
2	Alpin(50Gm) - Kores	No.	
3	Azurlaid Paper 14.1Kg(1/2 DFC) Ballarpur	Ream	
4	Ball Pen (Cello Maxwriter)	No.	
5	Ball Pen(Linc Woody) both side(Red/Blue)	No.	
6	Black Colour Refill(Cello Techo Tip)	Pkt.	
7	Brown Cello Tap 2 "	No.	
8	C.D. Marker Pen(Kores)	No.	
9	Calculator 12 Digit(Citizen)	No.	
10	Candle (Big)	Pkt.	
11	CAV Envelop (A4 Size, Plastic Coated)	Pc.	
12	CAV Envelop (File Size, Cloth Coated)	Pc.	
13	Cello Tape 1 1/2"	Dzn.	
14	Cloth Bunding Register No. 10(Rulled/Plain)	Pc.	
15	Cloth Bunding Register No. 16(Rulled/Plain)	Pc.	
16	Cloth Bunding Register No. 20(Rulled/Plain)	Pc.	
17	Cloth Bunding Register No. 40(Rulled/Plain)	Pc.	
18	Correction Pen (Eraz-Ex, 10ml)	Pc.	
19	Cotton White Tape(Medium)	Roll	
20	DFC Paper(White) 17"x27" HPC(8Kg)	Ream	
21	Envelop (all size)		
22	Envelope Medium 4"x10" Cloth Coated	Pc.	
23	Envelope Medium 4"x10" Plastic Coated	Pc.	
24	Gems Clip (Plastic Coated)	Pkt.	
25	Eraser Non Dust Quality	No.	
26	Gel Pen	No.	
27	Glue Stick 15 gm(Kores)	No.	
28	Guard File(Deluxe)	No.	
29	Gum Pot 150ml Gripex	Bottle	
30	Gum Pot 150ml Kores	Bottle	
31	Gum Pot 700ml Gripex	Bottle	
32	Gum Pot 700ml Kores	Bottle	
33	Note Book (Desmat) 33 with 20 pages	No.	
34	Note Book (Desmat) 33 with 40 pages	No.	
35	Nylon Tag 8"	Bundle	
36	Parker Pen (full steel)	No.	
37	Parker Pen (plastic body)	No.	
38	Parker Ink		
39	Paper Clips (Kores) 26mm	Pkt.	
40	Paper Puncher (One Hole), Kangaro	No.	
41	Paper Puncher (Two Hole), Kangaro	No.	
42	Paper Weight of marbal (Big)	No.	
43	Paper Weight of marbal (Small)	No.	
44	Paper Weight (Medium Size)	Dzn.	
45	Pen Stand (For 4 Pens), Best quality	No.	
46	Pencil(Apsara Platinum, Extra Dark)	No.	
47	Pencil (Nataraj)	Pkt.	
48	Pencil Carbon (Kores)	Pkt.	
49	Peon Book	No.	

Sub-Divisional Judicial Magistrate(M)
Bokakhat

List of Stationary Articles

Sl. No.	Name of the Item	Per unit	Rate(In Rs.)
50	Photostat Paper(A4 Size) Century	Ream	
51	Photostat Paper(A4 Size) My Choice/Orient	Ream	
52	Photostat Paper(A4 Size) Power	Ream	
53	Photostat Paper(FS Size) Century	Ream	
54	Photostat Paper(FS Size) My Choice/Orient	Ream	
55	Photostat Paper(FS Size) Power	Ream	
56	Photostat Paper(FS Size) JK	Ream	
57	Photostat Paper Yellow Colour(A4 Size)	Ream	
58	Pin Cushion, Best Quality	Dzn.	
59	Plastic Scale	No.	
60	Plastic Stick File Transparent (A4 Size), Good Quality	No.	
61	Plastic Stick File Transparent (FS Size), Good Quality	No.	
62	Plastic tray for Keeping Paper/File	No.	
63	Plastic Scale	Dzn.	
64	Rifills	Pkt.	
65	Sealing Wax(Gripex)	pkt.	
66	Sharpner(Nataraj)	No.	
67	Short Hand Note Book with 160 pages(Best Quality)	No.	
68	Short Hand Note Book with 200 pages(Best Quality)	No.	
69	Short Hand Pencil	Pkt.	
70	Stamp Pad(Korex/GIL) 157mm x 96mm	No.	
71	Stamp Pad(Korex/GIL) 70mm x 111mm	No.	
72	Stamp Pad Ink(kores), 25ml	No.	
73	Stamp Pad Ink(kores), 50ml	No.	
74	Stapler Machine(Long Size)for stiching Exam Book	No.	
75	Stapler Machine No . 10 (Kangaro) Plastic	No.	
76	Stapler Machine No . 10 (Kores) Plastic	No.	
77	Stapler Machine No . 10 (Kangaro) Steel Body	No.	
78	Stapler Machine No . 10 (Kores) Steel Body	No.	
79	Stapler Machine No . 24/6 (Kangaro)plastic	No.	
80	Stapler Machine No . 24/6 (Kangaro) Steel Body	No.	
81	Stapler Pin No. 24/6 (Kores)	Pkt.	
82	Stapler Pin No. 10 (Kores)	Pkt.	
83	Stapler Pin No. 20 (Kores)	Pkt.	
84	Stapler Pin No. 23/17 (Stitchwel)	Pkt.	
85	T.W. Carbon (Black)-Kores(503) Carboplane	Pkt.	
86	Table Candle	No.	
87	Tag Cotton 8" (Best Quality)	Bundle	
88	Thread Ball (Cotton)	Bundle	
89	Thumb Pin	Pkt.	
90	Sticky Pad 3" x 2 "	Pkt.	
91	Water Sponge(General) with cover	No.	
92	Window Envelope 10"x4"	No.	
93	Wooden Roller	No.	

Sub-Divisional Judicial Magistrate(M)
Bokakhat

List of Articles- Miscellaneous

Sl. No.	Name of the Item	Per unit	Rate(In Rs.)
1	Apparel Perfume(Room Spray)	No.	
2	Assamese Phulam Gamocha(Cotton) Best Quality(Big/Large)	Pc.	
3	Assamese Phulam Gamocha(Silk) Best Quality(Big/Large)	Pc.	
4	Bamboo broom(Long Handle) 5"	No.	
5	Bamboo broom(Short Handle) 2 1/2"	No.	
6	Baygon Spray 1 Ltr.	Bottle	
7	Baygon Spray 1/2 Ltr.	Bottle	
8	Black Phenyl 1 Ltr., Bengal Chemical	Ltr.	
9	Black Phenyl 1 Ltr., Cross	Ltr.	
10	Black Phenyl 1 Ltr., Suraksha	Ltr.	
11	Black Phenyl 1/2 Ltr., Bengal Chemical	Ltr.	
12	Black Phenyl 1/2Ltr., Cross	Ltr.	
13	Black Phenyl 1/2 Ltr., Suraksha	Ltr.	
14	Black Phenyl 5 Ltr.,Plus	Jar	
15	Black Phenyl 5 Ltr.,Everest	Jar	
16	Black Phenyl 5 Ltr., Bengal Chemical	Jar	
17	Black Phenyl 5 Ltr.,Suraksha	Jar	
18	Bleaching Powder 1Kg., General	Pkt.	
19	Bleaching Powder 1Kg., Suraksha	Pkt.	
20	Bleaching Powder 1/2Kg., General	Pkt.	
21	Bleaching Powder 1/2Kg., Suraksha	Pkt.	
22	Chitranala Oil 100ml, Good quality	Bottle	
23	Coaster, Branded, Good Quality	Dzn.	
24	Coat Brush, Branded, Good Quallty	No.	
25	Coat Hanger 4", Branded, Good Quality	No.	
26	Colin cleaning Spray (250 ml)	Bottle	
27	Cup Plate (Bon China)	Pair	
28	Cup Plate Bon China, ACPL	Pair	
29	Cup Plate Bon China, Bharat	Pair	
30	Cup Plate Bon China, Camlin	Pair	
31	Cup Plate Bon China, JCPL	Pair	
32	Detergent Powder 1Kg, Ariel	Kg.	
33	Detergent Powder 1Kg, Rin	Kg.	
34	Detergent Powder 1Kg, Surf Excel	Kg.	

Sub-Divisional Judicial Magistrate(M)
Bokakhat

List of Articles- Miscellaneous

Sl. No.	Name of the Item	Per unit	Rate(In Rs.)
35	Detergent Powder 1Kg, Tide	Kg.	
36	Dettol Liquid Shop, Big	No.	
37	Dettol Liquid Shop, Small	No.	
38	Dettol Shop, Big	No.	
39	Dettol Shop, Small	No.	
40	Dhup stick(Sandal)	Pkt.	
41	Drinking Glass Borosil	No.	
42	Drinking Glass Yer a	No.	
43	Dustbin (Big Size, Cello with Lid)	No.	
44	Dustbin (small Size, Cello with Lid)	No.	
45	Harpic Liquid 250ml	Bottle	
46	Knife	Pc.	
47	Lax Soap(small)	Pc.	
48	Markin Cloth, Good quality	mtr.	
49	Mug(Cello, 1Ltr.)	No.	
50	Mug(Cello, 1/2Ltr.)	No.	
51	Napthalene 100 Gm	Pkt.	
52	Needle	No.	
53	Odonil Medium(50Gms)	Dzn.	
54	OK Shop	Pc.	
55	Paper Cutter	No.	
56	Pencil Battary(Eveready) Red, AA Size	No.	
57	Pencil Battary(Eveready) Red, AAA Size	No.	
58	Pencil Battary, Duracell, AA Size	No.	
59	Phool Jharu, long Size, Best Quality	No.	
60	Plastic Bucket 21 Ltrs. Cello	No.	
61	Plastic Bucket 22 Ltrs. Cello	No.	
62	Plastic Mug(Big size)	No.	
63	Plastic Tray	No.	
64	Room Freshner (Lavender)	Bottle	
65	Room Freshner (Odonil)	Bottle	
66	Room Freshner (Premium)	Bottle	
67	Rope(Plastic)	Kg.	
68	Scotch Bite	No.	
69	Soap Case 4"(Good quality)	No.	
70	Soap Case 6"(Good quality)	No.	

Sub-Divisional Judicial Magistrate(M)
Bokakhat

List of Articles- Miscellaneous

Sl. No.	Name of the Item	Per unit	Rate(In Rs.)
35	Detergent Powder 1Kg, Tide	Kg.	
36	Dettol Liquid Shop, Big	No.	
37	Dettol Liquid Shop, Small	No.	
38	Dettol Shop, Big	No.	
39	Dettol Shop, Small	No.	
40	Dhup stick(Sandal)	Pkt.	
41	Drinking Glass Borosil	No.	
42	Drinking Glass Yer a	No.	
43	Dustbin (Big Size, Cello with Lid)	No.	
44	Dustbin (small Size, Cello with Lid)	No.	
45	Harpic Liquid 250ml	Bottle	
46	Knife	Pc.	
47	Lax Soap(small)	Pc.	
48	Markin Cloth, Good quality	mtr.	
49	Mug(Cello, 1Ltr.)	No.	
50	Mug(Cello, 1/2Ltr.)	No.	
51	Napthalene 100 Gm	Pkt.	
52	Needle	No.	
53	Odonil Medium(50Gms)	Dzn.	
54	OK Shop	Pc.	
55	Paper Cutter	No.	
56	Pencil Battary(Eveready) Red, AA Size	No.	
57	Pencil Battary(Eveready) Red, AAA Size	No.	
58	Pencil Battary, Duracell, AA Size	No.	
59	Phool Jharu, long Size, Best Quality	No.	
60	Plastic Bucket 21 Ltrs. Cello	No.	
61	Plastic Bucket 22 Ltrs. Cello	No.	
62	Plastic Mug(Big size)	No.	
63	Plastic Tray	No.	
64	Room Freshner (Lavender)	Bottle	
65	Room Freshner (Odonil)	Bottle	
66	Room Freshner (Premium)	Bottle	
67	Rope(Plastic)	Kg.	
68	Scotch Bite	No.	
69	Soap Case 4"(Good quality)	No.	
70	Soap Case 6"(Good quality)	No.	

Sub-Divisional Judicial Magistrate(M)
Bokakhat

List of Articles- Miscellaneous

Sl. No.	Name of the Item	Per unit	Rate(In Rs.)
71	Sanitary Cleaning Brush Long, Good Quality	No.	
72	Sanitary Cleaning Brush Short, Good Quality	No.	
73	Spoon (VIP)	Set.	
74	Sutli	Kg.	
75	Torch Light(Eveready) 3 Batteries	No.	
76	Towel Bombay Dyeing 4"x2" Flora	Pc.	
77	Umbrella, Mohendra Dutt, Black, Big Size, Best Quality	No.	
78	Vimbar (Medium)	Pc.	
79	Wall Clock, Ajanta, sweep Type Quartz, Big	No.	
80	Wall clock, Ajanta, Sweep Type Quartz, Medium	No.	
81	Waste Paper Bucket(Plastic)	No.	
82	White Phenyl 1 Ltr., Suraksha/Chitra Fresh	Bottle	
83	White Phenyl 1/2 Ltr., Cross	Bottle	
84	White Phenyl 1 Ltr., Suraksha/Chitra Fresh	Bottle	
85	Other Miscellaneous Items not mentioned above	As per requirement	

Sub-Divisional Judicial Magistrate(M)
Bokakhat

List of Computer Accessories and Electrical Articles

Sl. No.	Name of the Item	Per unit	Rate(In Rs.)
	List Of Computer Accessories		
1	12A Tonner	No.	
2	Cannon printer Tonner	No.	
3	Pen Drive (32 GB)	No.	
4	Cannon Xerox machine Tonner	No.	
5	UPS 600 VA	No.	
6	COMPUTER MOUSE	No.	
7	COMPUTER KEYBOARD	No.	
8	MOUSE PAD FOR COMPUTER	No.	
	List Of Electrical Articles		
1	CFL Bulb 10W(Bajaj)	No.	
2	CFL Bulb 10W(Philips)	No.	
3	CFL Bulb 15W(Bajaj)	No.	
4	CFL Bulb 15W(Philips)	No.	
5	CFL Bulb 20W(Bajaj)	No.	
6	CFL Bulb 20W(Philips)	No.	
7	Electric Kettle 1 Ltr (Bajaj)	No.	
8	Extension Cord-15AMP x 4 MTRS.(Anchor)	No.	
9	Extension Cord-5AMP x 4 MTRS.(Anchor)	No.	
10	Extension Cord Spike Buster 5AMP (Anchor)	No.	
11	Extension Cord Spike buster 10AMP(Anchor)	No.	
12	Room Heater (Double Rod) Bajaj	No.	
13	Room Heater (Double Rod)USHA	No.	

Sub-Divisional Judicial Magistrate(M)
Bokakhat