

**OFFICE OF THE DISTRICT JUDGE, BANKURA**  
(NAZARATH DEPARTMENT)

Memo No. 03 (N) Dated, Bankura, the 06<sup>th</sup> Day of January, 2025

Sealed quotations are hereby invited for supplying various Stationery Articles as per the annexure list (**As appended herewith**) from the intending Bidders. The quotations should reach the office of the undersigned within **\_16.01.2025\_** by **4:00** P.M in accordance with the existing rules and regulation of the Government of West Bengal.

Such sealed quotations will be opened in presence of the undersigned at **4:30** P.M on **\_16.01.2025\_**.

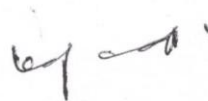
Lowest quotation for good quality of materials shall be given preference.

Authority reserves the right to cancel any quotation without assigning any reason thereof. The decision of the Ld. District Judge, Bankura shall be final.

Display the notice inviting quotation/tender at the office notice board and other places of general interest including website of Bankura Court for wider publication.


Inform all concerned.

Encl: 1 (one) Sheet

  
DISTRICT JUDGE, BANKURA  
District Judge  
Bankura

PART OF MEMO NO 03 dt. 06.01.2025 of the  
District Judge's Court, Muzaffarpur Distt., BANKURA.

Sl. No.	Stationary Articles	Requirement Approx.	Sl. No.	Stationary Articles	Requirement Approx.
1.	Legal Paper 75 GSM	70 pkt	29.	Stapler Small 10 No.	30
2	A4 Xerox Paper 75 GSM	70 pkt	30.	Stapler Pin 10 No	50 pkt
3.	Marker Pen (Red & Blue)	50	31.	Stapler Big HD 45	15
4.	U/T Blue Pen(Agni)	100	32.	Stapler Pin 24 No.	30
5.	U/T Black Pen(Agni)	100	33.	Adhesive Tap(Cello) 2 inch	50
6.	U/T Red Pen(Agni)	100	34.	Tag	100 bundle
7.	Gel Blue Pen (Reynolds)	50	35.	Naphthalene (100g)	50
8.	Gel Black Pen (Reynolds)	100	36.	Wood pencil (Apsara)	50
9.	Gel Red Pen(Reynolds)	50	37.	Gel Refill Blue, Black, Red	50 each
10.	Gum Stick	50	38.	Shorthand Note Book	50
11.	Exercise Book Long (Classmate) Plane	50	39.	Bodkin	50
12.	Exercise Book Long (Classmate) Rule	60	40.	Board File	100
13.	Cover File(Eagle)	200	41	Candle	50
14.	Thread Ball	100 Bundle	42	Guard File (14"x10")	30
15.	Flap	100	43	Calculator	6
16.	Triangular Clip	50	44	Folder File	50
17	Paper Clip	100	45	Sharpner (Apsara)	100
18	Scale 1ft. , 2 ft.	50	46	Fevi Gum(200mg)	25
19	Scissors	25	47	Clip Board	20
20	Exercise Book Plane, Eagle 4 No.	50	48	Gum Bottle	10
21	Exercise Book Rule Eagle 4No.	50	49	Stamp Pad Big	30
22	Pin	50	50	Stamp Pad Ink	20
23	Officer's Pen (Fountain)	40	51	Envelope Brown Good Quality(Small)	500
-	-----	-----	52	Duster(Good Quality)	100
24	Envelope Cloth Good Quality(Big) 16*12	100	53	Whitener	50
25	Envelope Brown Good Quality(Big) 14*12	100	54	Highlighter Pen(Luxor)	20
26	Gems Clip (plastic)	50 pkt	55	Eraser(apsara) Big	50
27	Clip Board	30	56	Envelope Brown Good Quality Medium	500
28	Pin cushion	30	-	--	--

  
District Judge  
Bankura