OFFICE OF THE DISTRICT JUDGE, BANKURA

(NAZARATH DEPARTMENT)

Memo No. 08 (N) Dated, Bankura, the 07th Day of January, 2026

Sealed quotations are hereby invited for supplying various Stationery Articles as per the annexure 1 list (**As appended herewith**) from the intending Bidders. The quotations should reach the office of the undersigned within **_16.01.2026_** 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 **_16.01.2026_.**

Lowest rated quotation shall be given preference; however, Quality may be the prime concern for few items viz. papers, files, folders etc.

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.

DISTRICT JUDGE, BANKURA
District Judge
Bankura

List of Stationery Articles (Annexure-1) Memo No. 08 dt. 07.01.2026

Sl. No.	Stationary Articles	Requirement
1.	Legal Paper 80 GSM	150 Reams
2	A4 Xerox Paper 80 GSM	200 Reams
3.	U/T Blue Pen(Agni)	300 pc.
4.	U/T Red Pen(Agni)	300 pc.
5.	Gel Blue Pen (Reynolds)	100 pc.
6.	Gel Black Pen (Reynolds)	100 pc.
7.	Gel Red Pen(Reynolds)	100 pc.
8.	Gum Stick	50 pc.
9.	Exercise Book Long (Classmate) Plane	150 pc.
10.	Cover File(Eagle) (Four Fold)	350 pc.
11.	Plain Exercise Book No. 4	50 pc.
12.	Marker Red (blunt)	25 pc.
13.	Marker Blue (sharp)	25 pc.
14.	Marker Black (sharp)	25 pc.
15.	Envelope Cloth Good Quality(Big) 16*12	200 pc.
16.	Stapler Pin No. 10	100 Box
17	Stapler Pin No. 24	100 Box
18	White Tag (Good quality)	250 Bundles
19	Gum bottle	20 files
20	Duster(Good Quality)	300 Nos.
21	Highlighter Pen(Luxor)	40 Pieces(Orange 20 Green 20)
22	Envelope Brown Good Quality(Medium)	500 pc.
23	Envelope Brown Good Quality(Small)	500 pc.
24	Water Sponge	50 pc.
25	Board File	100 pc.
26	Red Gel Refill	100 pc.
27	Sticky Notes	100 sets
28	Calculator Check & Correct (Orpat)	8 pc.
29	Calculator (Big)	02 pc.
30	Thread Bill	600 bundles
31	Gems Clip (Paper Clip-Fiber)	50 pkt
14.	Cello Tape 2"	75 Pc
15.	Cello Tape 2"	25 Pc

District Judge
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