PRINCIPAL DISTRICT AND SESSIONS COURT::KHAMMAM

DIS.NO. 5521 /2025-26/ACCTS/DCK/KMM/DATED: 11 -12-2025.

TENDER NOTICE

SUB:-	STATIONARY – Quotations called for purchase of below mentioned Stationary items and Printed Registers for the use of the Prl. District and Sessions Court, Khammam and all Sub–Ordinate Courts working in the unit of Khammam – Sealed Quotations called for – Regarding.
REF:-	This Court's Office note order dated. 11.12.2025.

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Sealed quotations called for purchase of below mentioned Stationary items and Printed registers for the use of the Prl. District and Sessions Judge, Khammam and all the Sub–Ordinate Courts working in the unit of Khammam as detailed.

STATIONARY ITEMS

SL.NO.	DESCRIPTION OF STATIONARY ITEMS	NO. OF ITEMS REQUIRED
1	Copy Gold Xerox White Papers A4 size 500/75 GSM/m2	1000 reams
2	Judgement papers 80 GSM-A4 size	500 reams
3	Staplers Small size Kangaroo	15 nos.
4	Stapples no. 10-1m small size Kangaroo	25 Boxes (each box containing 10 nos.)
5	Stapplers Big size Kangaroo	05 nos.
6	Cloth Covers Full scape	50 nos.
7	Brown Big Sheets	150 sheets
8	Camel Stamp Pads Big Size	10 nos.
9	1 inch Gum Tapes	50 nos.
10	Thread Bundles (Cotton Thread)	30 nos.
11	A3 size 70 GSM white Xerox papers	05 reams
12	Brown Envelope Covers Big size	20 boxes (each box containing 250 covers)
13	Brown Envelope Covers Medium size	20 boxes (each box containing 250 covers)
14	Record Bundle Cloth	1000 mtrs
15	Gum Tapes 3 inches	10 nos.
16	Brown Gum Tapes 3 inches	10 nos.
17	Short Hand note books	75 nos.
18	Flags	10 packets
19	File Pads	50 nos.
20	Pencils	05 boxes

Contnd... in page no. 02

PRINTED REGISTERS

SL.NO.	DESCRIPTION OF STATIONARY ITEMS	NO. OF REGISTERS REQUIRED
1	NBW Books (each book containing 100 pages with 75 GSM)	30 books
2	CR-54 Registers (Nazarath section) (300 pages with 70 GSM conquest paper)	100 Registers
3	CR-53 Nazir Registers (300 pages with 70 GSM conquest paper)	100 Registers
4	OS Institution Registers (300 pages with 70 GSM conquest paper)	100 Registers
5	Inward Registers CR-55 (300 pages with 70 GSM conquest paper)	100 Registers
6	Despatch Registers CR-56 (300 pages with 70 GSM conquest paper)	100 Registers
7	CR-17 Registers (Court Fee) (300 pages with 70 GSM conquest paper)	100 Registers
8	CR-25-A Registers (Copying section) (300 pages with 70 GSM conquest paper)	100 Registers
9	CR-26-B (Copyist Registers) (300 pages with 70 GSM conquest paper)	100 Registers
10	OP institution Registers (300 pages with 70 GSM conquest paper)	100 Registers
11	CR-12 Registers (Criminal) (300 pages with 70 GSM conquest paper)	100 Registers
12	AS Institution CR-03 (300 pages with 70 GSM conquest paper)	100 Registers
13	EP Institution Registers (CR-06) (300 pages with 70 GSM conquest paper)	100 Registers
14	Crl. Register No. 07 (300 pages with 70 GSM conquest paper)	100 Registers
15	CR-08 (OS Disposal Registers) (300 pages with 70 GSM conquest paper)	100 Registers
16	IA Institution Registers (300 pages with 70 GSM conquest paper)	100 Registers
17	Property Registers (Form No. 15) (300 pages with 70 GSM conquest paper)	100 Registers

All the Local Stationary Suppliers are hereby informed that, who are willing to supply the above said Stationary items and printed registers shall quote their price of and send quotations to the Prl. District and Sessions Court, Khammam on or before 31 -12-2025 and for negotiations on -12-2025 at .

contnd.. in page 03

TERMS AND CONDITIONS

1. Furnish the Detailed Description of the Stationary Items along with each item price.
2. The suppliers shall enclose the sample papers for Xerox Paper, Judgement paper and Printed Register to the quotation.
2. Containing 300 pages with 70 GSM conquest paper for each Printed register.
3. Payment will be made by way of online payment against the supply of the above said Stationary Items and Printed Registers including GST as per supply order.
4. If quality not maintained as per supply order, order will be cancelled without any notice.
5. The above said Stationary Items and Printed registers shall be delivered at the Prl. District and Sessions Court, Khammam.

11/12/24

PRINCIPAL DISTRICT AND SESSIONS JUDGE,
KHAMMAM.

To

All the Local Stationary Suppliers, Khammam.

Copies to : 1. The Notice Board of Prl.District and Sessions Court, Khammam.
2. The Notice Board of Prl. Senior Civil Judge's Court, Khammam.
3. The Notice Board of Prl. Junior Civil Judge's Court, Khammam.
4. The Notice Board of the Spl. Mobile Court, Khammam.
5. The Notice Board of DLSA, Khammam.
6. The Notice Board of III. Addl. District and Sessions Court, Khammam.
7. The District System Administrator, E-Courts Section, District Court, Khammam (with a direction to display the above tender notice in the website of District Court, Khammam).
8. The Notice Board of District Collector's Office, Khammam.
9. The Notice Board of Mandal Revenue officer, Khammam Urban and Khammam Rural.
10. The Notice Board of District Public Relations Officer, Khammam.