Civil Court, Begusarai

Sealed Quotations are invited on following terms and conditions for supply of following items to the Civil Court Begusarai till 5.00 P.M. on or before 25.07.2025. All the quotations have to be submitted in hard copy at Nazarat Civil Court Begusarai. The envelopes of quotation will be opened on 26.07.25 at 1.30 P.M. before the District Purchase Committee, Civil Court Begusarai in the presence of parties who have submitted their quotations.

Sl. No.	Items	Requirement/ quantity	Parameters
1	Sticky Notes	100 Pieces	Broad Size
2	Stapler Small	50 Pieces	Kangaro/Kores
3	Stapler pin	100 Pieces	
4	Fevi Stick (20 grams)	50 pieces	
5	Carbon Paper	25 Packets	Kores/Camline
6	T-Pin	150 Packets	
7	Stamp Ink Red 100ml	25 Pieces	
8	Stamp Ink Blue 100ml	25 Pieces	
9	Whitener	50 Pieces	
10	Calculator (Medium Size)	05 pieces	Casio/Orpat/citizen
11	Adhesive Cello tape	200 Pieces	Premier
12	Paper weight	50 Pieces	Kebica/ Panku
13	Sutli	15 Kg	
14	Takua	50 Pieces	
15	HB Pencil (Extra Dark)	30 Packets	Apsara/Camlin/Doms/Natraj
16	Bill Register	05 Pieces	
17	Dak Book 4Q	50 Pieces	
18	Judgment Paper-FS legal Green	05 Packets	75 GSM
19	Envelop Big (10x4.5)	1000 Pieces	White Colour
20	Envelop Small (9x4.5)	5000 Pieces	Brown/Orange Colour
21	Envelop A4 size	100 Pieces	Brown/Orange Colour
22	Pencil Sharpner	25 Pieces	Apsara/Camlin/Doms/Natraj

Terms & Conditions-

1. All the quotations will have to be submitted in hard copy in closed envelope carrying legible signature on each page/pages along with self attested photocopy of GST Registration certificate, Pan card and photostate copy of income tax return of at least two years.

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2. It is important that the quotations must be submitted for supply of all the items, partly submitted quotations will not be considered and will be rejected summarily.
3. The rate quoted should be inclusive of all the taxes and other charges if any. No extra charges (including freight) will be accepted.
4. After acceptance of quotations and after passing of work order by the purchase committee/stationary committee, the rate mentioned in the quotations will be final and no revision/review about the rates will be allowed in any condition.
5. The items mentioned must be in good conditions and of good quality. Damaged or below quality articles will not be accepted.
6. The successful firm will have to complete the delivery of items in Nazarat Civil Court, Begusarai with in 15 days from the date of work order, if fails, the work order will be deemed to be cancelled.
7. All the payments will be made after the satisfactory completion of the work and no advance payment shall be made in any condition.
8. There will be no obligation on part of the District Court, or Purchase Committee/Stationary Committee Civil Court Begusarai to inform the unsuccessful firms about the outcome of the process and reason for rejection of their quotation.

16.7.'25

In-charge Admin

Civil Courts, Begusarai

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