

**OFFICE OF THE PRINCIPAL DISTRICT AND SESSIONS JUDGE AT
J.S.BHUPALPALLY**

Tender Notification.02/2022.

Dt.31.10.2022.

TENDER NOTIFICATION

FOR SUPPLY OF STATIONARY ITEMS PRINTED REGISTERS AND FORMS

Sealed quotations are invited from the Manufacturers/ Authorized dealers Vendors for supply of Stationary Items Printed Registers and Forms to Principal District and Sessions Judge, Jayashankar Bhupalpally. The copy of this Tender Notification can be obtained from this Office on any working day between 10:00 A.M to 05:00 P.M or may be downloaded from our website <https://districts.ecourts.gov.in/Jayashankarbhupalpally> in “Tenders” tab, May be submitted by post or in person. Last date for tender receipt is 05.10.2022 by 12:00 P.M.

Note: The bidders are hereby informed to come with sample at the time of Negotiations without fail date of opening quotations and for negotiations 05.10.2022 by 12:00 P.M.

Sl. No.	Description of stationery item	Prl.District Court	Pocso Court	Senior Civil Court	Prl.JCJ Court	Addl.JC J Court	Total
1	White Paper bundles A4 Size	50	15	25	25	25	150
2	File Pads	400	100	100	200	200	1000
3	Ledger papers A4 Size bundles	100	60	120	120	120	520
4	Legal Size bundles	20	0	0	0	0	20
5	File Tags Big bindles	20	10	10	10	10	10
6	Nada Threads bundles	10	10	10	10	10	10
7	Gum Tapes Small	25	25	25	25	25	125
8	Gum Tapes Big	15	15	15	15	15	75
9	Stamp Pads Big	20	10	10	10	10	60
10	Stamp pad ink	5	5	5	5	5	25
11	All pin Boxes	5	5	5	5	5	25
12	Short Hand Note Books	25	12	12	12	12	73
13	Pencils good quality boxes	10	10	10	10	10	50
14	Eareser box	5	5	5	5	5	25
15	Whiteners tubes	20	10	10	10	10	60
16	Sharpners box	5	5	5	5	5	25
17	Gum Bottles Big	10	5	5	5	5	30
18	Fevi sticks	15	5	5	5	5	35
19	Markers Red, Black , Green,	30	9	9	9	9	66
20	File stigs	20	10	10	10	10	60
21	Office trays	12	5	5	5	5	32
22	Dust bins	12	5	5	5	5	32
23	Writing pads	12	5	5	5	5	32
24	Paper Weights	20	5	5	5	5	40
25	Water Dampers	20	5	5	5	5	40
26	Staplers small and Big	20	5	5	5	5	40
27	Stapler pins small and Big	10	5	5	5	5	30

28	Touchens	20	10	10	10	10	60
29	File Backers	100	20	50	50	50	270
30	File Wrappers	100	20	50	50	50	270
31	Brown Covers Big and Small	500	100	100	100	100	900
32	Cloth Covers Big and small	200	50	50	50	50	400
33	Green, Red,Blue,Black Linc Executive Pens boxes	10 boxes each	5 boxes	5 boxes	5 boxes	5 boxes	30 boxes
34	Registers with Lines 100 pages	20	20	20	20	20	100
35	Registers with Lines 200 pages	20	20	20	20	20	100
36	Registers with Lines 300 pages	20	20	20	20	20	100
37	Registers with Lines 400 pages	20	20	20	20	20	100
38	Sissors normal size	10	5	5	5	5	30
39	Towels Turky type big	10	5	5	5	5	30
40	Napkins Turky type small	10	5	5	5	5	30
41	Cups and Saccors sets	3 sets	2sets	2sets	2 sets	2sets	11 sets
42	Tea Flasks one litre	01	01	01	01	01	05
43	Naphthelene Balls packets	20	10	10	10	10	60
44	Room Freshners	10	05	05	05	05	30
45	Bath room Cleaners	10	10	05	05	05	45
46	Floor Wipers	05	02	02	02	02	13
47	Phenoile bottles	10	10	10	10	10	50

Printed Registers of All 300 pages:

Sl. No.	Description of Printed Registers	Prl.District Court	Pocso Court	Senior Civil Court	Prl.JCJ Court	Addl.JC J Court	Total
	CIVIL SIDE						
1	Register of Original Suits Instituted (C.R.1)	50	0	20	20	20	110
2	Register of Original Petitions Instituted (C.R.1A)	50	0	20	20	20	110
3	Register of Small Cause Suits instituted (C.R.2)	50	0	20	20	20	110
4	Register of E.P's recieved (C.R.6)	50	0	20	20	20	110
5	Register of I.P's recieved (C.R.7)	20	0	5	5	5	35
6	Register of R.C.Cs instituted (Rent Control cases)	20	0	5	5	5	35
7	Register of Succession O.P's Instituted.	50	0	20	20	20	110
8	Register of Appeal Suits recieved (C.R.3)	50	0	20	20	20	110
9	Register of Civil	50	0	20	20	20	110

	Miscellaneous Appeals recieved (C.R.3)						
10	Register of Suits Disposed of (C.R.8)	50	0	20	20	20	110
11	Register of Appeals Disposed of (C.R.9)	50	0	20	20	20	110
12	Register of E.P's Disposed of (C.R.12)	50	0	20	20	20	110
13	Register of I.P's Disposed of (C.R.13)	50	0	20	20	20	110
14	Hearing Book (C.R.15)	50	0	20	20	20	110
15	Diary Register (C.R.16)	50	0	20	20	20	110
16	Register of Document and Court Fee (C.R.17)	50	0	20	20	20	110
17	Daily Register of Court Fee (CR.18)	50	0	20	20	20	110
18	Register of Papers Recieved (CR 55)	50	0	20	20	20	110
19	Register of Papers Despatched (CR 56)	50	0	20	20	20	110
20	Register of Service Postage Stamps(CR.57)	50	0	20	20	20	110
21	Cash Book (CR.119)	50	0	20	20	20	110
22	Ledger (CR.37)	50	0	20	20	20	110
23	Register of Reciepts and deposits (CR.38)	50	0	20	20	20	110
24	Register of Payments and deposits (CR.39)	50	0	20	20	20	110
25	Register of Jewels and other valuables deposits (CR.61)	20	05	5	5	5	40
26	Register of Investments (CR.74)	20	05	5	5	5	40
27	Pay Bill Registers	50	0	20	20	20	110
28	Salary Acquittance Register (T&B 11B)	50	0	20	20	20	110
29	Daily Cash Balance Register (TR 11,SR2 of ATC.Vol.I)	50	0	20	20	20	110
30	Head Clerk Reciept Book (CR 51A)	50	0	20	20	20	110
31	Contingent Register	50	0	20	20	20	110
32	Permanent Advance Register	50	0	20	20	20	110
33	Increment Watch Register	50	0	20	20	20	110
34	Log Book	50	0	20	20	20	110
35	Budget Allotment and Expenditure Register.	50	0	20	20	20	110
36	T.B.R Register	50	0	20	20	20	110
37	Record Issue Register(CR 62)	50	0	20	20	20	110
38	Destruction O.S.Registers (CR 63)	50	0	20	20	20	110
39	Destruction SCSRegisters (CR 64)	50	0	20	20	20	110

40	Destruction CMP Registers (CR 65)	50	0	20	20	20	110
41	Destruction EP's Registers (CR 63)	50	0	20	20	20	110
42	Return of Documents Register (CR 23)	50	0	20	20	20	110
43	Nazir Receipt Book (CR 51)	50	0	20	20	20	110
44	Nazir Register (A,B,C) (CR 53)	50	0	20	20	20	110
45	Nazir Register (A,B,C) (CR 53-A)	50	0	20	20	20	110
46	Nazir Register (Cash)(CR 53B)	50	0	20	20	20	110
47	Register of Receipt of Process Memos by the C.M.O (CR 53D)	50	0	20	20	20	110
48	F.T.A Register	50	0	20	20	20	110
49	A-Register of Copyist (CR 25)	50	0	20	20	20	110
50	B-Register of Copyist (CR 25)	50	0	20	20	20	110
51	Copyist Register (CR 59)	50	0	20	20	20	110
52	Examiners Register (CR 60)	50	0	20	20	20	110
53	Register of Central Copyist Establishment (CR 58)	50	0	20	20	20	110
54	Fair Copy Register (CR 19)	30	0	20	20	20	90

CRIMINAL SIDE REGISTERS:

Sl. No.	Description of Printed Registers	Prl.District Court	Pocso Court	Senior Civil Court	Prl.JCJ Court	Addl.JC J Court	Total
1	Register of Sessions Cases Recieved (Crl.R.1)	50	20	20	0	0	90
2	Register of Appeal Cases Recieved (crl.R.2)	30	0	0	0	0	30
3	Register of Revision Cases Recieved (Crl.R.3)	30	0	0	0	0	30
4	Register of Calender Cases Recieved (Crl.R.4)	20	0	20	20	20	80
5	Register of Preliminary Cases Recieved (Crl.R.4)	20	0	20	20	20	80
6	Register of Miscellaneous and Maintenance Cases Recieved (Reg.No.6/6-A)	30	0	20	20	20	90
7	Register of Punishments (Crl.R.8)	30	0	20	20	20	90
8	Register of Results of Inquires and Trials (Crl.R.7)	30	0	20	20	20	90
9	Crl.Dairy Register	50	20	20	20	20	130
10	Register of Court Fees and Process Fees recieved (Crl. R.12)	50	20	20	20	20	130

11	Hearing Book (Crl.R.13)	50	20	20	20	20	130
12	Crl.Process Register (Crl.R.12-A)	50	20	20	20	20	130
13	Register of Fines imposed lieved and refunded. (Crl.R.20)	30	20	20	20	20	110
14	Witness batta Register collected (Crl. R.21)	30	20	20	20	20	110
15	Register of L.P.C Cases recieved (Crl.r.23)	20	10	10	10	10	60
16	Case Property Register	50	20	20	20	20	130
17	Register of F.I.R's recieved (Crl.R.14-A)	50	20	20	20	20	130
18	Fine Reciept Books criminal side	50	20	20	20	20	130
19	Process Register (Crl.r.12-A)	50	20	20	20	20	130

Criminal Side Forms:

1. NBWS Form -1000
2. B.W's Forms -1000
3. Summons to Accused - 1000
4. Summons to Witness - 1000
5. Detention of Accused U/S.167 Cr.P.C. -1000
6. Warrant U/Sec.309 Cr.P.C. -1000

Sd/- Sri. P. Narayana Babu,
Principal District and Sessions Judge,
Jayashankar Bhupalpally.

To

- 1) All the Vendors in Jayashankar Bhupalpally District.
- 2) All the Vendors in Hanamkonda and Warangal Districts.
- 3) Affix the Tender Notice in Notice Boards of all the Courts in Jayashankar Bhupalpally.
- 4) Upload the Tender Notice in E-Mail ID of this Court.