CIVIL COURTS, JEHANABAD

Tender Notice

Dated:- 10.06 .2025

As per approval of Purchase Committee, Jehanabad Quotations are invited from the reputed/registered firms for supply of Stationery Items in the FY 2025-26. The probable list of stationery articles to be supplied in this financial year is attached herewith as Annex.-I.

The quotation is to be submitted in sealed cover on or before 30.06.2025 at 01:30 PM with the following **terms and conditions:-**

(1) The mode of receiving of quotation will be physical only.
(2) The Tenderer shall quote the rate inclusive all taxes.
(3) The quotation includes all the charges like transportation, installation etc. No extra charges will be acceptable.
(4) No advance payment shall be made in any condition.
(5) There is no obligation on the part of the District Court, Jehanabad to inform the unsuccessful tenderer of the outcome of the tender process and reason for rejection of tender.
(6) The rate finally approved/accepted by the district court jehanabad shall be valid and no upward revision will be allowed under any circumstances whatsoever. After the approval/ acceptance of final rate, tenderer must be submit an affidavit regarding the rate and availability of stationery items in whole FY 2025-26.
(7) The Learned Principal District and sessions Judge, Jehanabad reserves the right to amend or alter any of the terms and conditions of the tender document at any time.
(8) Any dispute shall be subject to Jehanabad jurisdiction.
(9) District Court Jehanabad may cancel the tender without assigning any reason at any time.

10.06.2025

Judge-in-charge
Civil Courts, Jehanabad

Annexure-I

List of Stationery items for FY 2025-26

Sl. No.	Name of stationery item
1	A4 White Paper (75 gsm)
2	FS Judgement paper (75 gsm)
3	Carbon
4	Calculator OT-512
5	C.L. Register (150 Pages)
6	C.L. Register (60 pages)
7	Envelope (11x5)
8	Envelope Lamination (16x12)
9	Envelope Lamination (12x10)
10	Fancy Register (2qr)
11	Fancy Register (5qr)
12	General Register (2qr)
13	General Register (4qr)
14	Guard File
15	Gum 300 ml
16	Whitener (Correction Pen)
17	Lah
18	Paper T-Pin
19	Punch machine (Single hole)
20	Pencil
21	Pin Cushion
22	Paper Weight (big)
23	Paper Weight (small)
24	Stapler 24/6
25	Stapler 10 no.
26	Stapler Pin 24/6
27	Stapler Pin 10 no.
28	Stamp Pad (110x70)
29	Stamp Pad (small)
30	Short Hand Book
31	Thread Ball

32	Tekua
33	Table call bell
34	Stamp pad ink (500 ml)
35	Tag
36	Attendance Register (24 pages)
37	Attendance Register (60 Pages)
38	Red ribbon
39	Yellow ribbon
40	White Paper (Roll)
41	Pen Stand
42	Fly leaf
43	Index file
44	Court Diary