

**OFFICE OF THE CHIEF JUDICIAL MAGISTRATE, PASCHIM
BARDHAMAN**

TENDER

Memo No. : 179

Dated: Asansol, 12.02.2024

Sealed quotations are invited from reputed Dealers/ Suppliers/ Agencies on the following terms and conditions for supply of the following items to the Stationary Department, to the Chief Judicial Magistrate, Paschim Bardhaman.

SL No.	Details of Articles	Brand Name	Specification	Quantity
1.	Cover File	Good Quality	Good Quality	100PC
2.	Legal Pages	J.K.	70 Gsm	70 Ream
3.	A 4	J.K.	70 Gsm	35 Ream
4.	Judgement Paper (Legal)	J.K.	70 Gsm	25 Ream
5.	Hand Towel (Small)	Good Quality	White	10 PC
6.	Big Towel	Good Quality	White	5 PC
7.	Wall Clock	Good Quality	Standard	7 PC
8.	Two Mouth Pen	Good Quality	Red and Blue	25 PC
9.	Refill for Two Mouth Pen	Good Quality	Blue	100 PC
10.	Refill for Two Mouth Pen	Good Quality	Red	25 PC
11.	Envelope	Good Quality	Medium	600 PC
12.	Envelope	Good Quality	Small	400 PC
13.	Envelope (Cloth pasting)	Good Quality	Big	20 PC
14.	Thread Ball	Good Quality	Big	100 PC
15.	Stamp Pad	Faber-Castell	100mmX69mm	15 PC
16.	Ink for stamp pad	Faber-Castell	500ML	15 Bottle
17.	Stapler	Kangaro	Standard	10 PC
18.	Cello-tap (Big)	Good Quality	1 inch	20 PC
19.	Hand Wash (Refill)	Dettol or Savlon	750 ML	10 Packet
20.	Khata with cover (Legal)	Good Quality	Legal	50 PC
21.	Tag	Good Quality	Standard	500 PC
22.	Cloth Duster	Good Quality	Standard	20 PC
23.	Dustbin with cover	Good Quality	5 Liter	10 PC
24.	Gum	Euro	700 ML	8 Bottles
25.	Fevi Stick	Pidi Lite	25 G	8 PC
26.	Use & throw Pen	Good Quality	Blue	50 PC
27.	Use & throw Pen	Good Quality	Red	20 PC
28.	Short Hand Note Book	Oxford	Standard	15 PC
29.	Wooden Pencil	Good Quality	Standard	20 PC
30.	Room Freshner	Odonil	725 ML	8 PC
31.	Pen Stand	Good Quality	Round	8 PC
32.	Curtain	Good Quality	Standard	5 PC
33.	Top Table glass	Good Quality	Standard	3 PC
34.	Knife	Good Quality	Standard	15 PC
35.	Bod-kin	Good Quality	Standard	20 PC
36.	Ul-Pin	Good Quality	Standard	8 Packet
37.	Emergency Light	Good Quality	Standard	2 PC
38.	Court Seal, Stamps, Filing Seals & other seal & stamps	Good Quality	Standard	2 Set for each courts
39.	Scissor	Good Quality	Standard	15 PC
40.	Name Plate for office and chamber of L.d. C.J.M. & L.d. 7 th J.M.	Good Quality	Standard	

ed/-
CJM, Paschim Bardhaman

**CHIEF JUDICIAL MAGISTRATE
PASCHIM BARDHAMAN**

TERMS & CONDITIONS

1. The quotation must be submitted to the Office of the Chief Judicial Magistrate, Paschim Bardhaman positively by **5:00 PM on or before 19th February, 2024** in sealed envelope and should be properly signed and stamped.
2. The sealed quotation will be opened on **20th February, 2024 at 4:30:00 PM** before purchase committee.
3. Rates should be quoted indicating price per unit and should be inclusive of all applicable charges, taxes, duties and levies.
4. The rates quoted by the bidders shall remain fixed for entire duration of the contract and will not be changed / enhanced on any account.
5. Rates should be quoted taking into accounts the description, make type, specification and quantity of the articles for which quotations have been invited.
6. Willing suppliers submitting quotations should specify the address of its office and its Phone/Mobile number (and other contact number e.g. Fax if available) for the purposed of quick communication in the event of urgency.
7. Bidders are instructed to mention PAN No & GST No. in the quotation and copies of the trade license and / or PAN etc are to be submitted as and when asked for.
8. Canvassing on the part of a bidder submitting quotation will renders its quotation liable to cancellation summararily.
9. The authority reserved the right to accept or reject any quotation and to cancel the bidding process and reject all quotations at any time.

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C.J.M. Paschim Bardhaman
CHIEF JUDICIAL MAGISTRATE
PASCHIM BARDHAMAN

Memo No. : 179/1

Dated 12.02.2024

Copy forwarded for display in the notice board:

1. A copy published in the Web site of Ld. District Court, Paschim Bardhaman.
2. Office of the Chief Judicial Magistrate, Paschim Bardhaman.
3. The District Magistrate, Paschim Bardhaman.
4. The ADPC, Paschim Bardhaman.
5. The Assistant Engineer, PWD (Civil), Paschim Bardhaman
6. The Assistant Engineer, PWD (Electrical), Paschim Bardhaman
7. The CMOH, Paschim Bardhaman
8. Notice Board

C.J.M. Paschim Bardhaman
CHIEF JUDICIAL MAGISTRATE
PASCHIM BARDHAMAN