

**OFFICE OF THE CHIEF JUDICIAL MAGISTRATE :: :: DHEMAJI**

Memo No. CJDH/QN/

/2024, Dated Dhemaji the 9<sup>th</sup> April /2024.

**NOTICE INVITING TENDER**

Quotations in sealed envelope are invited affixing Court fee stamps of Rs. 8.25 (Non-refundable) only from the intending Firms / Shops to supply of stationery articles / Miscellaneous articles, Office Equipment and Electrical items to the Office of the Chief Judicial Magistrate, Dhemaji, P.O. & P.S. Dhemaji, District Dhemaji 787057, for the Financial Year 2024-25 i.e. up to the month of 31-03-2025.

The quotation should reach the undersigned on or before 04-05-2024.

The details of the quotations may be collected from the office or downloaded from the Dhemaji District Judiciary website <https://dhemaji.dcourts.gov.in/>



( J. Saikia )  
Chief Judicial Magistrate  
Dhemaji

Memo No. CJDH/QN/ 837-38 /2024, dated Dhemaji the 9<sup>th</sup> April /2024.

Copy for information & necessary action to :-

- ✓1. The System Officer, Dhemaji District Judiciary. He is requested to upload the quotation notice in the Dhemaji District Judiciary website.
2. The Notice Board of the undersigned.
3. Office File.



( J. Saikia )  
Chief Judicial Magistrate  
Dhemaji  
Chief Judicial Magistrate  
Dhemaji

**"STATIONERY ARTICLES / MISCELLANEOUS ARTICLES / COMPUTER PERIPHERALS /  
OFFICE EQUIPMENT / ELECTRICAL ITEMS"**

TO,

**THE CHIEF JUDICIAL MAGISTRATE,  
DHEMAJI**

- 1 Name of the bidder with Address .....
- 2 Contact details of the Person with Mobile Number.....
- 3 Details items in Annexure - I, II, III, & IV.

<b>Annexure-I</b>						
<b>List of Stationery Articles, for the Financial Year, 2024-2025 for the Office of the Chief Judicial Magistrate, Dhemaji :-</b>						
<b>STATIONERY ARTICLES</b>						
Sl. No.	Name of the quoted Items	Size/weight/ Pkts. etc.	Preferred Brand	Rate (in Rs.)		
				MRP	Quoted Rate without GST	with GST
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	
1	Copier paper – A4 (best quality – 210 mm & 297 mm having not less than 75 GSM)	A4	Recognized Brand			
2	Photo-copier paper (best quality with 215 mm & 345 mm having not less than 75 GSM)	Legal	Recognized Brand			
3	A4 Paper ( Yellow Colour Paper)	A4	-do-			
4	Bond Paper (100 GSM)	A4	-do-			
5	Rolling Register Book (Best Quality)	Per Volume	-do-			
6	Peon/Dak Books	50-100 pages	-do-			
7	Short hand Book for Stenographer (Best Paper Quality)	50-100 Pages	-do-			
8	Steno Pencil	Per Pkt.	-do-			
9	Carbon Paper ( Blue ) best quality	Per Pkt.	-do-			
10	File Cover ( 4 – folded ) best quality	Standard	-do-			
11	Loose File Cover & Board best quality	-do-	-do-			
12	Guard File for Circular best quality	-do-	-do-			
13	Envelop ( Big & size 14cm x 28 cm	Per Pkts.	-do-			
14	Envelop ( Small & size 11cm x 22 cm	-do-	-do-			
15	Envelop 10 <sup>inch</sup> x 16 <sup>inch</sup>	-do-	-do-			
16	Dot Ball Pen ( Best quality )	-do-	-do-			
17	Gel Pen ( Best quality )	-do-	-do-			
18	Ink Pen ( Best quality )	Per Unit	-do-			
19	Permanent Marker Pen	-do-	-do-			
20	Eraser Pen ( whitener )	-do-	-do-			
21	Al- Pin ( Box )	Per pkt	-do-			
22	Stapler Pin ( 24 number pin )	- do -	-do-			
23	Stapler Pin ( 10 number pin)	- do -	-do-			
24	Cotton Tag	Per Bundle	-do-			
25	Gum Paste – 750 ml.	Per unit	-do-			
26	Glue Stick – Big size	-do-	-do-			
27	Binding Register in DFC (Big size with Best Paper Quality)	500-600 pages	-do-			