OFFICE OF THE CHIEF JUDICIAL MAGISTRATE : : DHEMAJI.

QUOTATION.

Dtd. 13-05-2025.

Quotations in sealed envelope are invited affixing court fee stamps of Rs. 8.25 (Non-refundable) only from the Local Firm /Shops/ Suppliers to supply the Stationery Articles and other articles as mentioned in the enclosed Annexures for the Financial Year, 2025-2026 and to submit your quotations in a seals Envelop on or before 09-06-2025 in office of the undersigned.

The interested parties are requested to collect the Quotations from the office of the undersigned or download from the Dhemaji District Judiciary website https://dhemaji.dcourts.gov.in/

Sd/-

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

Memo No. CJDH/Nz./1121-22/2025, dated Dhemaji the 13th May / 2025.

Copy to :-

1. System Officer, Dhemaji District Judiciary, He/She is requested to upload the quotation notice in the Dhemaji District Judiciary website.
2. Notice Board.
3. Office File.

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

Chief Judicial Magistrate
Dhemaji

Annexure-I

List of Stationery Articles, for the Financial Year, 2025-2026 for the Office of the Chief Judicial Magistrate, Dhemaji :-

STATIONERY ARTICLES

Sl. No.	Name of the quoted Items	Size/weight/ Pkts. etc.	Preferred Brand	Rate (in Rs.)		
				MRP	Quoted Rate	
					without GST	with GST
1	*2*	*3*	*4*	*5*	*6*	
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^{inch} x 16^{inch}	-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-			
28	Binding Register half DFC (Legal paper size with Best Paper Quality)	450 pages	-do-			
29	Court Case Diary Binding Register half DFC (Legal paper size with Best Paper Quality	450 Pages	-do-			
30	Page Marker	Per Unit	-do-			
31	Plastic Tray (for Paper keeping file/Paper)	Per Piece	-do-			
32	Damper	Per Piece	-do-			
33	Seal Stamp (Square Size Seal)	Per Piece	-do-			
34	Seal Stamp (Round Seal)	Per Piece	-do-			
35	Stamp Pad	Per Piece	-do-			
36	Stamp Pad Ink	Per bottle	-do-			

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Annexure-II

List of Miscellaneous Articles, for the Financial Year, 2025 – 2026 for the Office of the Chief Judicial Magistrate, Dhemaji :-

MISCELLANEOUS ARTICLES

Sl. No.	Name of the quoted Items	Size/weight/ Pkts. etc.	Preferred Brand	Rate (in Rs.)		
				MRP	Quoted Rate	
					without GST	with GST
1	*2*	*3*	*4*	*5*	*6*	
1	Cushion (Karl on) (16 by 16 inch)	Per Unit	-do-			
2	Towel (Big) Best quality	- do -	-do-			
3	Towel (Small) - do -	- do -	-do-			
4	Cup-Plate	Per set	-do-			
5	Drinking Glass	Per set	-do-			
6	Pencil Battery	Per Unit	-do-			
7	Dettol Liquid	Per Bottle	-do-			
8	Vimbar liquid	- do -	-do-			
9	Stapler Machine (24 No.)	Per Unit	-do-			
10	Stapler Machine (10 No.)	- do -	-do-			
11	Godrej Lock & Key – 6 Livers	- do -	-do-			
12	Lock & Key (Big)	- do -	-do-			
13	Lock & Key (Medium)	Per unit	-do-			
14	Steel Spoon	Per dozen	-do-			
15	Broom Stick	- do -	-do-			
16	Bamboo Broom Stick	- do -	-do-			
17	Bamboo Broom Stick with long handle	- do -	-do-			
18	Paper Weight	- do -	-do-			
19	Hi-Lighter Pen	-do-	-do-			
20	Harpic	500 ml.	-do-			
21	Colin Spray	500 ml	-do-			
22	Lizol floor cleaner (Red)	500 ml.	-do-			
23	Odonil (Toilet use)	Per Pkt	-do-			
24	Phenyl (Black)	500 ml.	-do-			
25	Phenyl (White)	500 ml.	-do-			
26	Hit Spray (For Mosquito)	300 ml.	-do-			
27	Good Night Liquid with Machine	Per Unit	-do-			
28	Good Night liquid	75 ml.	-do-			
29	Naphthalene	Per pkts.	-do-			
30	Room Refresher	300 ml.	-do-			
31	Bleaching Powder	500 gm.	-do-			
32	Pen Stand (for 4 Pens)	Big	-do-			
33	White Ribbon	Per Mtr.	-do-			
34	Red (Markin) cloth	Per sq mtr.	-do-			
35	Floor Brush (Long handle)	Per unit	-do-			
36	Toilet Brush	- do -	-do-			
37	Plastic Bucket (Big)	20 Ltrs.	-do-			
38	Plastic Bucket (medium)	12 Ltrs.	-do-			
39	Plastic Mug	Standard	-do-			
40	Distilled Water (For Battery)	1 ltrs.	-do-			
41	Wiper Stick (for floor cleaner)	Per piece	-do-			
42	Mop Stick (for floor cleaner)	Per Piece	-do-			

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Annexure-III

List of Office Equipment items require for the Financial Year, 2025 – 2026 for the Office of the Chief Judicial Magistrate, Dhemaji :-

COMPUTER PERIPHERALS AS WELL AS CONSUABLES FOR COMPUTER, PRINTER & PHOTOCOPIER

Sl. No.	Name of the quoted Items	Size/weight/ Pkts. etc.	Preferred Brand	Rate (in Rs.)		
				MRP	Quoted Rate	
					without GST	with GST
1	Toner for RICOH Photocopier machine (MODEL MP 2001L)	Per Unit	Ricoh			
2	Toner for Canon Photocopier machine (MODEL Image RUNNER 2002N)	Per Unit	Canon			
3	HP Printer Cartridge (model- HP LaserJet 1020 & HP LaserJet 1008)	Per Unit	HP			
4	Canon Printer Cartridge (Model No. 337 & 326)	Per Unit	Canon			
5	Canon Printer Cartridge (Model No. 1643i)					
6	Ceiling Fan	Per Unit	Recognized Brand			
7	Wall Fan	Per Unit	-do-			
8	Pen-drive	Per Unit	-do-			
9	Antivirus (2/3 users)	Per set	-do-			
10	Data Cable	Per Piece	-do-			
11	Calculator	Per Piece	-do-			
12	Wall Clock	Per Unit	-do-			
13	Electric Heater	Per Unit	-do-			
14	Electric Kettle	Per Unit	-do-			
15	Calling Bell (Electronics)	Per Unit	-do-			

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Annexure-IV

List of Electrical items require for the Financial Year, 2025 – 2026 for the Office of the Chief Judicial Magistrate, Dhemaji :-

ELECTRICAL ITEMS

Sl. No.	Name of the quoted Items	Size/weight/ Pkts. etc.	Preferred Brand	Rate (in Rs.)		
				MRP	Quoted Rate	
					without GST	with GST
1	Tube light LED 25 Watt (full set)	Per Set	Recognized Brand			
2	Tube light LED 20 Watt (full set)	Per Set	-do-			
3	Tube light LED 15 Watt (full set)	Per Set	-do-			
4	LED BULB 25 Watt	Per Piece	-do-			
5	LED BULB 20 Watt	Per Piece	-do-			
6	LED BULB 15 Watt	Per Piece	-do-			
7	Extension Board	Per Piece	-do-			
8	Wire (copper 3 mm)	Per/coil/ mtr.	-do-			
9	Wire (copper 2.5 mm)	Per/coil/ mtr.	-do-			
10	Wire (copper 1.5 mm)	Per/coil/ mtr.	-do-			
11	Switch Board Set (Small) including 4 switch & 4 plug	Per Board	-do-			
12	Switch Board Set (Big) including 2 switch & 2 plug	Per Board	-do-			
13	Socket	Per Piece	-do-			
14	Fan Regulator	Per Piece	-do-			
15	Fan Capacitor	Per Piece	-do-			
16	Inverter	Per Piece	-do-			
17	Battery 200 Amph	Per Piece	-do-			
18	Water purifier	Per Piece	-do-			
19	Water Pump	Per Piece	-do-			

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