OFFICE OF THE CHIEF JUDICIAL MAGISTRATE ::WEST KARBI ANGLONG :: HAMREN::ASSAM

NOTICE INVITING QUOTATION

Dated West Karbi Anglong, the 20th May/2025

Sealed quotations affixing court fee stamps of Rs. 8.25/- (Non – refundable) are hereby invited from registered local firms for supply of "1) Stationery Articles, 2) Electrical Articles, 3) Cloth items, 4) Computer Accessories, 5) Polymer Seal, Sign Board & Name Plate, 6) Printing & Binding of Registers and 7) Miscellaneous Articles for use in the establishment of Chief Judicial Magistrate, West Karbi Anglong, Hamren for the year 2025 – 26. The Quotations should reach of the Office of the undersigned on or before **4:00 PM of 02-06-2025.**

GENERAL TERMS & CONDITIONS

1)The quotations shall be submitted separately for supply of each category of articles mentioned above.
2)The envelope should specify the category of article along with serial number for which quotation has been submitted.
3)The envelope should be super scribed as "Quotation for Supply of ..... "
***(mention the serial no. & category of items in the blank space) ***

4) Each envelope should contain the following documents

a) Court fee stamps of Rs 8.25/(Non Refundable)
b) Copy of PAN card.
c) Up to date copy of GST portal number and clearance certificate.
d) Copy of Municipality Trade License
e) Copy of GST Clearance certificate.
f) Copy of Savings bank Passbook having SB A/C No.

5) Rates should be quoted both in words and figures inclusive all Taxes /GST. The firm should quote rates for each item which are mentioned in the item list provided along with the quotation, without adding any extra item.
6) Rate quoted for each item will be final and no hike in price of any material will be considered during the contract period.
7) The articles will be purchased as per requirement and same shall be delivered to the Office of the undersigned immediately.
8) The undersigned reserves the right to accept or reject any or all quotation in part or full, and shall not be bound to accept the lowest price.
9) In case of violation of terms and conditions, furnishing of false documents or unsatisfactory supply of materials or poor quality and below standard, the undersigned reserves the right to terminate the contract by giving intimation to supplier.
10) The decision of the undersigned in all respect shall be final and binding.
11) All the respective firms shall submit their quotation in sealed envelope category wise which must reach the office of undersigned by **4 PM of 02-06-2025**

Sd/-
Chief Judicial Magistrate
West Karbi Anglong,Hamren.

Memo no CJM/WKA/2025/241(A). Dated 20-05-2025

Copy forwarded for information and necessary action to :

1. The System Officer(in-charge),District Judiciary, West Karbi Anglong, Hamren. He is asked to upload the notice inviting quotation in the official website of the District Judiciary, West Karbi Anglong, Hamren.
2. Notice Board/Office File.

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1. LIST OF STATIONARY ARTICLES

Sl.No	Name of Items	Per Unit	Rate (In Rs.) (Including GST Charge)
1	Alpin T type		
2	Ball pen (Flair)		
	Calculator 12 digits(Orpat)		
4	CAV Envelope(A4 Size,Plastic CoaTED)		
5	Correction Pen (Kores,10 ML)		
6	Colin		
7	Gems Clip(Plastic Coated)		
8	Glowsign/Highlighter Pen		
9	Glue stick 15 gm(kores)		
10	Guard File (Deluxe)		
11	Nylon Tag 8"		
12	Paper Clips (Kores) 26 MM		
13	Paper Clips (Kores) 35 MM		
14	Paper Puncher (1 Hole)Kangaroo		
15	Paper Puncher (Two hole)Kangaroo		
16	Paper weight (Medium size)		
17	Pen Stand(For two Pens),Best quality		
18	Pen stand (For Four Pens) best quality		
19	Pencil (Apsara Platinum ,Extra dark)		
20	Steel Scale		
21	Eraser		
22	Sticky Pad 3"x2"(Paper flag)		
23	Sticky Pad 3"x2 1/2"(Paper Flag)		
24	Dhup stand		
25	Hand Sanitizer(100 ML)		
26	Register Khata (No 12,14,16)		
27	Photostat paper(A4 size) JK(75/80 GSM)		
28	Photostat paper(Legal size) JK(75/80 GSM)		
29	Plastic Stick File Transparent(FS Size),(Good Quality)		
30	Plastic Tray for keeping Paper /File		
31	Sharpner		
32	Short Hand Note book with 200 Pages(Best quality)		
33	Short hand Pencil		
34	Sketch Pen ,Luxor		
35	Stamp Pad (Kores)70 MMx111MM		
36	Big Size Stapler Machine(Kangaroo)		
37	Small Size Stapler Machine(Kangaroo)		
38	Peon Book		
39	Stapler pin 24/6 (Kores)		
40	Stapler Pin 10(Kores)		
41	Tag Cotton 8"(Best quality)		
42	Tread ball (Cotton)		
43	Water sponge(General)with cover		
44	Note book for Officers		
45	Bondihana		

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2. LIST OF ELECTRICAL ITEMS

Sl.No	Name of Items	Per Unit	Rate (In Rs) (Including GST Charge)
1	LED Blub 12 W (Philips)		
2	LED Blub 20 W (Philips)		
3	Celing Fan 56 "(Crompton/Orient)		
4	Multipurpose power strips four plus four (15 AMP Computer strip)		
5	Multipurpose power strips four plus four (5 AMP Computer strip)		
6	Inverter Battery (Exide Company with Box)		
7	Room Heater (Double Rod) Bajaj, Philips		
8	Condenser for ceiling Fan		
9	Inverter Luminious		
10	Tube light (LED) 24 W Philips		
11	Electric kettle 1.5 Lt Havels/Philips/Crompton/ Bajaj		
12	Calling Bell(Cordless)		
13	Calling Bell Push(Electrical)		

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3. CLOTH ITEMS

SL. NO.	NAME OF THE ITEMS	Per Unit	Rate (In Rs.) (Including GST Charge)
1	Markin cloth (white)		
2	Red salu cloth		
3	White cotton cloth for Shirt inclusive sweing charge		
4	White cotton cloth for long pant inclusive sweing charge		
5	Blue cotton cloth for Shirt inclusive sweing charge		
6	Blue cotton cloth for long pant inclusive sweing charge		
7	Door and windows Curtain with Steel pipe including fitting and fixing		
8	Face Mask (3 layers) (surgical)		
9	Face Mask (N-95)		
10	Assamese Phulam Gamocha (cotton), Best Quality (Big/Large)		
11	Assamese Plulam Gamocha (Silk), Quality (Big/Large)		
12	National Flag (Big size)		
13	National Flag (Small Size)		
14	White cap (Cloth)		
15	Brown Cap (Cloth)		
16	Red Belt (Pure Leather)		

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4. LIST OF COMPUTER ACCESSORIES

SL . No	Name of Items	Per Unit	Rate (In Rs.) (Including GST Charge)
1	Canon Printer Cartridge (Different Model)	No.	
2	Xerox Toner (Cannon) (Different Model)	No.	
3	Mouse (Different Brands)	No.	
4	HP Printer Cartridge (Different Model)	No.	
5	Pen Drive with different capacities (Sandisk Metal)	No.	
6	Keyboard (Different Brands)	No.	
7	VGA Splitters 2/4 and 8 port (Different Brands)	No.	
8	LAN Cable	No.	
9	UPS 1 KVA (Numeric,Luminous and Microtek)	No.	
10	UPS 650 VA (Numeric, Luminous and Microtek)	No.	
11	USB Cable (Different Model)	No.	
12	Mouse Pad	No.	

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5. LIST OF POLYMER SEAL, SIGN BOARD AND NAME PLATE

Sl. No	Name of the Items	Per Unit	Rate (In Rs.) (Including GST Charge)
1	Polymer Seal (Different Size)	Per line	
2	Name Plate (Different Size)	Per line	
3	Writing of Name Plate & Signboard	No.	
4	Identity Card with Printed Ribbon	No.	
5	Photo frame (Different Size)	P.St Ft	
6	Date & Numbering Machine (Different Size)	No.	
7	Sign Board	No.	

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6. LIST OF PRINTING BINDING OF REGISTERS



Sl.No	Name of Items	Per Unit	Rate (In Rs.) (Including GST Charge)
1	Register (A4 size paper) plain and binding with red salu cloth	50 Sheets	
		100 Sheets	
		200 Sheets	
		300 Sheets	
		400 Sheets	
		500 Sheets	
2	Register (Legal size paper) plain and binding with red salu cloth	50 Sheets	
		100 Sheets	
		200 Sheets	
		300 Sheets	
		400 Sheets	
		500 Sheets	
3	Register (A3 size paper) plain and binding with red salu cloth	50 Sheets	
		100 Sheets	
		200 Sheets	
		300 Sheets	
		400 Sheets	
		500 Sheets	
4	Register (DFC size paper) plain and binding with red salu cloth	50 Sheets	
		100 Sheets	
		200 Sheets	
		300 Sheets	
		400 Sheets	
		500 Sheets	
5	Register (Dummy size paper) plain and binding with red salu cloth	50 Sheets	
		100 Sheets	
		200 Sheets	
		300 Sheets	
		400 Sheets	
		500 Sheets	
6	Register (Double size paper) plain and binding with red salu cloth	50 Sheets	
		100 Sheets	
		200 Sheets	
		300 Sheets	
		400 Sheets	
		500 Sheets	
7	Register (Double Dummy size paper) plain and binding with red salu cloth	50 Sheets	
		100 Sheets	
		200 Sheets	
		300 Sheets	
		400 Sheets	
		500 Sheets	
8	Register (A3 size paper) plain and binding with red salu cloth	50 Sheets	
		100 Sheets	
		200 Sheets	
		300 Sheets	
		400 Sheets	
		500 Sheets	

9	Register (DFC size paper) printed and binding with red salu cloth	50 Sheets	
		100 Sheets	
		200 Sheets	
		300 Sheets	
		400 Sheets	
		500 Sheets	
10	Register (Dummy size paper) printed and binding with red salu cloth	50 Sheets	
		100 Sheets	
		200 Sheets	
		300 Sheets	
		400 Sheets	
		500 Sheets	
11	Register (Double Dummy size paper) printed and binding with red salu cloth	50 Sheets	
		100 Sheets	
		200 Sheets	
		300 Sheets	
		400 Sheets	
		500 Sheets	
12	Register (1/4 DFC size paper) plain and binding with red salu cloth	50 Sheets	
		100 Sheets	
		200 Sheets	
		300 Sheets	
		400 Sheets	
		500 Sheets	
13	Register (1/4 DFC size paper) printed and binding with red salu cloth	50 Sheets	
		100 Sheets	
		200 Sheets	
		300 Sheets	
		400 Sheets	
		500 Sheets	
14	Register (1/2 of A4 size paper) plain and binding with red salu cloth	50 Sheets	
		100 Sheets	
		200 Sheets	
		300 Sheets	
		400 Sheets	
		500 Sheets	
15	Register (1/2 of A4 size paper) printed and binding with red salu cloth	50 Sheets	
		100 Sheets	
		200 Sheets	
		300 Sheets	
		400 Sheets	
		500 Sheets	

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7. LIST OF MISCELLANEOUS ARTICLES

SL No	Name Of Items	Per Unit	Rate (In Rs.) (Including GST Charge)
1	Bamboo Broom(Long Handle) 5"	No.	
2	Black Phenyl 1 litre,Bengal Chemical	No.	
3	Pital Base with National Enblem for jarikarak	No.	
4	Bleaching Powder 1 Kg ,General	No.	
5	Chair Cushion 18 "x18"(Kurlon)	No.	
6	Chitranola Oil 200 ML	No.	
7	Car Flag Khadi	No.	
8	Coat Stand	No.	
9	Coat Brush	Pcs.	
10	Cup Plate,Borosil	Pair.	
11	Cup plate,La-opala	Pair.	
12	Cup plate Bone China	Per Feet.	
13	Curtain stick Aluminium	Kg.	
14	Detergent Powder 1/2 KG,Surf Excel	Kg.	
15	Dettol Hand Wash 1 Litre	No.	
16	Dettol hand Wash 500 ML	Pc.	
17	Drinking Glass ,Borosil	No.	
18	Dustbin(Small size,Cello with Lid)	No.	
19	Dustbin(Big size,Cello with Lid)	No.	
20	Dinner Set (Plastic)	No.	
21	Dinner Set Bone china	Jar.	
22	Distill Water 5 liter	No.	
23	Flask Steel body, 1 litre ,Milton	No.	
24	Floor Moper, Classic	No.	
25	Flower Bookey(Natural)	Pc.	
26	Door mat (Coir)	Pc.	
27	Foot mat (Durasoft)	Pair.	
28	Godrej lock and Key(Freedom 4 levers)	Bottle	
29	Harpic Liquid 500 ML	Bottle	
30	Hits Spray	No.	
31	Hot case(Medium Milton)	No.	
32	Horai No 4	Set.	
33	Knife Stainless Steel	Mtr.	
34	Markin Cloth	Dzn.	
35	Match Box (Home lite)	Pkt.	
36	Mortein Coil	Pkt.	
37	Mosquito Liqidator(Good Knight Advanced)	Per Sq. Ft	
38	Mirror Different size	Pkt.	
39	Napthalin 1/2 KG	Dzn.	
40	Odonil Big 75 Grams	Pc.	
41	Paper Cutter	No.	
42	Pencil Battery DuraCell AA Size	No.	
43	Pencil Battery DuraCell AAA Size	No.	
44	Plastic Bucket 16 Litre ,Cello	No.	
45	Plastic Bucket 20 Litre,Cello	No.	
46	Plastic Mug (Big and Medium size)	No.	
47	Plastic Tray	No.	

48	Room Freshner(Lavender)	Bottle	
49	Plastic Table(Neel Kamal)	No.	
50	Plastic Chair (Neel Kamal)	No.	
51	Rope Plastic	Kg.	
52	Sanitary Cleaning Brush Long	No.	
53	Scissor 10" and 12"	No.	
54	Spoon(VIP)	Set.	
55	Spoon Knife (Fork)	Set.	
56	Spoon Stainless Steel	Set.	
57	Steel Tray	Pc.	
58	Sutli	Kg.	
59	Steel wool	Kg.	
60	Scotch Brite	Pc.	
61	Table Top Incliner Desk Fiber with Glass	No.	
62	Table Top Incliner Desk Fiber without Glass	No.	
63	Tea Pan (Medium, Aluminium)	Pc.	
64	Tea Pot Bone China	Pc.	
65	Tea Spoon Steel	Dzn.	
66	Tea Spoon VIP	Dzn.	
67	Tissue Paper with Box	Box.	
68	Tea Coaster 6 Piece	Pc.	
69	Towel Bombay Dying 4x2 Flora	Pc.	
70	Toilet brush	Pc.	
71	Basin Cleaning Brush	Pc.	
72	Wall Clock ,Ajanta	No.	
73	Waste Paper bucket Plastic	No.	
74	Water Filter (Aqua Guard / Kent) Different size	No.	
75	Hand Gloves	Pair.	
76	Lime	Kg.	
77	Green Tea with Leaf bag	Pkt.	
78	Plastic container (1/2 Litre & 1 Litre)	Pkt.	
79	Dinner plate (Bone china)	Pc.	
80	Quarter plate (Bone china)	Pc.	
81	Laha	Pc.	
82	Candle big size	Pc.	
83	Water Filter Candle (Aqua Guard / Kent) Different size	Pc.	

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