OFFICE OF THE DISTRICT AND SESSIONS JUDGE, UDALGURI

NOTICE INVITING QUOTATION

Dated Udalguri, the 11th June, 2026

Sealed quotations in plain paper affixing Non Judicial Stamp of Rs. 8.25 (Non Refundable) only are invited from the local Government registered firms/ suppliers within Udalguri for supply of (1) Stationery, (2) Electrical and (3) Miscellaneous articles (list of items attached) to the Establishment of the District and Sessions Judge, Udalguri for the year **2026 – 2027** and may be extended as per decision of the authority. The quotation should reach the Office of the District and Sessions Judge, Udalguri on or before **25-06-2026** during working hours.

GENERAL TERMS & CONDITIONS:

1) The seal quotation shall be super scribed as **"Quotation for supply of Stationery/ Electrical/ Miscellaneous articles"** and should contain the following documents:-

a) Copy of PAN card.

b) Upto date copy of SGST/ CGST Registration certificate.

c) Copy of Udalguri Municipal Corporation Trade License.

2) The firm should have an established name in supplying with Stationery/ Miscellaneous/Electrical articles along with quotation for verification.

3) Rate should be quoted both in words and figure and **Inclusive of Taxes (CGST+SGST** where applicable as per Government norms**)** is to be shown separately against the item in the bill, where applicable.

4) The firm should quote rate for the item which are mentioned in the items list provided along with the quotation without adding any extra item.

5) Rate quoted for each item will be final and no hike in price of any material will be considered during the contract period.

6) Sample of item should be submitted if where necessary.

Contd.

7) The bidder shall quote rate against the specified brand name, size, weight etc. (where applicable) of the articles as pert prescribed list/ format appended herewith.

8) The articles should be delivered to the Office of the District and Sessions Judge Office/ Bungalow etc. wherever necessary immediately.

9) The supplier will have to replace the reject articles immediately at their own cost.

10) The District and Sessions Judge, Udalguri reserves the right not to accept or reject any or all quotations in part or full and he shall not be bounded to accept the lowest price.

11) In case of violation of terms and condition of the quotation document or unsatisfactory supply of materials or of poor quality and below standard, the District and Sessions Judge, Udalguri reserves the right to terminate the contract by giving intimation to supplier.

12) The decision of the District and Sessions Judge, Udalguri in all respect shall be final and binding.

sd/-

District & Sessions Judge
Udalguri

Memo No. DJ(U) 3281-84, Dated Udalguri, the ***11th*** June, 2026.

- System Assistant, District Judiciary, Udalguri for immediate uploading of the details of the Quotation Notice in the Udalguri Judiciary Website in the home page with the Caption: "**Notice dated 11/06/2026 for inviting quotations for Supply of Stationery Articles to the District and Sessions Judge, Udalguri".**
- The Notice Board, District & Sessions Judge, Udalguri.
- The Notice Board, Chief Judicial Magistrate, Udalguri.
- Office File.

District & Sessions Judge
Udalguri

District & Sessions Judge
Udalguri : Assam

11.06.26

List of Stationery Articles						
Sl	List of Articles	Quantity	Rate	GST Rate	CGST+SGST value	Price
1	Photostate Paper (A4 Size) JK 70 GSM	Per Ream				
2	Photostate Paper (A4 Size) JK 75 GSM	Per Ream				
3	Carbon Paper (Legal Size, Blue) Kores	Per Pkt.				
4	Bound Register Ruled No.4	Per Piece				
5	Bound Register Ruled No.8	Per Piece				
6	Bound Register Ruled No.16	Per Piece				
7	Bound Register Ruled No.32	Per Piece				
8	Salu Binding Register Conquest 300 sheet S/F	Per Piece				
9	Salu Binding Register Conquest 100 sheet DFC	Per Piece				
10	Salu Binding Register Conquest 200 sheet DFC	Per Piece				
11	Short Hand Book (oxford) 200 pages	Per Dozen				
12	Pen Stand (for 4 pens), Best Quality	Per Piece				
13	Fountain Pen (Parker)	Per Piece				
14	Pen Ink (Parker) 50ml	Per Bottle				
15	Ball/ Gel Pen (Writometer)	Per Piece				
16	Ball Pen (Red/Blue)	Per Piece				
17	Stamp Pad (Camel) Big Size	Per Piece				
18	Stamp Pads Ink (Kores)60ml	Per Bottle				
19	Alpin (king Brand) 100 gm	Per Box				
20	Paper Clip	Per Box				
21	Sticky Notes	Per Packet				
22	Permanent Marker Pen	Per Piece				
23	Calculator 12 digit (Flair/Orpat)	Per Piece				
24	Paper weight Glass(Decorated)	Per Piece				
25	Tag Cotton 9"	Per Bundle				
26	Cotton White Ribbon 1/2"	Per Roll				
27	File Cover (Best Quality)	Per Piece				
28	File Board (Best Quality)	Per Piece				
29	Four Folder File (Executive)	Per Piece				
30	Stick File (Good Quality)	Per Piece				
31	Envelop Brown (9"x4") 50 piece	Per Pkt.				
32	Envelop Yellow (FS Size) Plastic Coated	Per Piece				
33	Envelop Yellow (FS Size) Cloth Coated	Per Piece				
34	Stapler Machine 24/6 (Kangaroo)	Per Piece				
35	Stapler Machine 10 (Kangaroo)	Per Piece				
36	Stapler Pin 24/6 (Kangaroo)	Per small Pkt.				
37	Stapler Pin 10 (Kangaroo)	Per small Pkt.				
38	Candle (Big Size)	Per Pkt.				
39	Cello Tap 2"	Per Piece				

District & Sessions Judge
Udalguri : Assam
11-06-24

40	Erez ex Pen	Per Piece				
41	High Lighter Pen	Per Piece				
42	Gems Clip (Plastic Coated)	Per Pkt.				
43	Water Spong(with cover)	Per Piece				
44	Page Marker Sticker, 4 strips	Per Pkt.				
45	Gum Tube	Per Piece				
46	Fevi Stick	Per Piece				
47	Sealing Wax (Gripex)	Per Pkt.				
48	Laal Slau Markin Cloth	Per Mtr.				
49	White Salu Markin Cloth	Per Mtr.				
50	Paper Puncher (Two hole)	Per Piece				
51	Sutli	Per Kg.				
52	Pencil HB	Per Pkt.				
53	Pencil Reporter for Steno	Per Pkt.				
54	Peon Book (50 leaf)	Per Piece				
55	Wooden Scale 12 inch	Per Piece				
56	Mouse (HP/Logitech)	Per Piece				
57	Keyboard (HP/Logitech)	Per Piece				
58	Mouse Pad	Per Piece				
59	Pen Drive 32 GB HP (HP/Sony)	Per Piece				
60	Pen Drive 64 GB HP (HP/Sony)	Per Piece				
61	Xerox Tonner Canon NPG 59 Original	Per Piece				
62	Xerox Tonner Canon NPG 59 Compatible	Per Piece				
63	Xerox Tonner Canon NPG 28 Original	Per Piece				
64	Xerox Tonner Canon NPG 28 Compatible	Per Piece				
65	Tonner Cartridge(12A) HP Original	Per Piece				
66	Tonner Cartridge (12A) compatible	Per Piece				
67	Tonner Cartridge Canon 337 Original	Per Piece				
68	Tonner Cartridge Canon 337 Compatible	Per Piece				
69	Tonner Cartridge Canon 326 Original	Per Piece				
70	Tonner Cartridge Canon 326 Compatible	Per Piece				
71	Tonner Cartridge(88A) HP Original	Per Piece				
72	Tonner Cartridge (88A) compatible	Per Piece				
73	Tonner Cartridge(78A) HP Original	Per Piece				
74	Tonner Cartridge (78A) compatible	Per Piece				

District & Sessions Judge
Udalguri : Assam
11.06.26

75	Tonner Cartridge HP 110A Original	Per Piece			
76	Tonner Cartridge HP 110A compatible	Per Piece			
77	Tonner Cartridge Canon T06 Black Original	Per Piece			
78	Tonner Cartridge Canon T06 Black Compatible	Per Piece			
79	Tonner Cartidge Canon T13 Black Original	Per Piece			
80	Tonner Cartidge CanonT13 Black Compatible	Per Piece			
81	CMOS Battery	Per Piece			
82	RJ 45 Connector	Per Piece			
83	I.O. Box Connector	Per Piece			

List of Miscellaneous Article

Sl	List of Articles	Quantity	Rate	GST Rate	CGST+SGST value
1	Black Phenyl (1/2 Ltr.)	Per Bottle			
2	White Phenyl (1/2 Ltr.) Chitra Fresh	Per Bottle			
3	Bleaching Powder (Bengal Chemicals) 500gm	Per Pkt.			
4	Harpic	Per Bottle			
5	Toilet Paper (standard size) Good Quality	Per Piece			
6	Sanifresh	Per Bottle			
7	Hit Spray (Black/ Red)	Per Bottle			
8	Colin -Cleaning Spray	Per Bottle			
9	Chitranala Oil	Per Bottle			
10	Vim Bar Big	Per Piece			
11	Scotch Bite	Per Piece			
12	Lux Soap (Big)	Per Piece			
13	Detergent Powder (1/2 Kg)	Per Pkt.			
14	Detttol Hand Wash 200ml	Per Bottle			
15	Naphthalene (1/2 Kg)	Per Pkt.			
16	Odonile Small	Per Piece			
17	Gamaxin Powder	Per Kg.			
18	Harrow Kodal (Tata Make) No.6	Piece			
19	Spade (Khupri) 3"	Piece			
20	Mosquito Liquidator Oil (GoodNight/ Allout)	Per Piece			
21	Mosquito Liquid with Machine (GoodNight/ Allout)	Per Piece			
22	Knife (Medium Size)	Per Piece			
23	Mortein Rat Kill Cake	Per Piece			
24	Room freshner(Godrej)	Per Bottle			
25	Car Freshner	Per Bottle			
26	Car Freshner with Mechine	Per Bottle			

District & Sessions Judge
Udalguri : Assam

27	Scissor Big Size	Per Piece				
28	Lock & Key 40 mm	Per Pair				
29	Lock & Key 60 mm	Per Pair				
30	Ceiling Jharu	Per Piece				
31	Cocunut Jharu	Per Piece				
32	Phool Jharu	Per Piece				
33	Tiles Cleaning Brush	Per Piece				
34	Floor Mopper (Mob)	Per Piece				
35	Dry Wiper	Per Piece				
36	Sanitary Cleaning Brush	Per Piece				
37	Rope Plastic Kg	Per Kg.				
38	Torch light 2 cell (Eveready)	Per Piece				
39	Torch light 3 cell (Eveready)	Per Piece				
40	Torch Light Battery (Eveready)	Per Piece				
41	Pencil Bettery (Eveready)	Per Piece				
42	Remote Bettery (Eveready)	Per Piece				
43	Duracell Pencil Battery	Per Piece				
44	Battery Water 1 ltr	Per bottle				
45	Cup & Palte Pair (Bonchina)	Per Pkt.				
46	Drinking Glass (Milton)	Per Pkt.				
47	Drinking Glass (Steel)	Per Piece				
48	Drinking Glass (Borosil)	Per Pkt.				
49	Coaster Plate	Per Pkt.				
50	Tea Spoon (Steel)	Dozen				
51	Tea Tray (Big Size)	Per Piece				
52	Quarter Plate Bonchina	Per Piece				
53	Dish (Rice Plate) Bonchina	Per Piece				
54	Dish (Rice Plate) Steel	Per Piece				
55	Dinner Set (Complete) Laopola	Per Pkt.				
56	Water Jug (Plastic)	Per Piece				
57	Water Jug (Steel)	Per Piece				
58	Water Bottle Plastic (Milton)	Per Piece				
59	Tiffin Box (Milton)	Per Piece				
60	Flask Steel Body, 1 Ltr (Milton)	Per Piece				
61	Flask Steel Body, 2 Ltr (Milton)	Per Piece				
62	Water Filter (Steel)	Per Piece				
63	Filter Candle	Per Piece				
64	Bamboo Basket (Round)	Per Piece				
65	Waste Paper Busket (Plastic)	Per Piece				
66	Dustbin (Small size, Cello)	Per Piece				
67	Mug (Cello, 1 Ltr)	Per Piece				
68	Plastic Bucket 10 Ltr (Cello)	Per Piece				
69	Plastic Bucket 20 Ltr (Cello)	Per Piece				
70	Coat Hanger 6", Good Quality	Per Piece				
71	Towel (Bombay Dyeing) Big	Per Piece				
72	Towel (Bombay Dyeing) Small	Per Piece				
73	Chair Cushion (Kurlon)	Per Piece				
74	Door Mat (Cotton)	Per Piece				
75	Door Mat (Nylon)	Per Piece				

District & Sessions Judge
Udalguri : Assam

76	Door Mat (Rubber)	Per Piece				
77	Door & Window screen (Best Quality)	Per Piece				
78	Window Net (Best Quality)	Per Piece				
79	Ring for screen	Per Pkt.				
80	Alluminium pipe for Screen	Per Piece				
81	Brackets	Per Pair				
82	Umbrella (Mohendra Dutta, Big Size)	Per Piece				
83	Wall clock (Ajanta, Medium)	Per Piece				
84	Table Glass Pad 4MM	Sqr Ft.				
85	Table Glass Pad 6MM	Sqr Ft.				
86	Table Top Incliner Desk(Fibre), with Glass	Per Piece				
87	Hand Senitizer 100ml	Per Piece				
88	Hand Senitizer 500ml	Per Piece				
89	Lizol	Per Piece				
90	Dustpan (Garbage carrier plate)	Per Piece				
91	Wax Pol Polish	Per Piece				
92	Tissue Paper	Per Pkt.				
93	Rice Spoon (Big Size)	Dozen				
94	Bed Sheet King Size BQ	Per Piece				
95	Pillow Cover BQ	Per Piece				
96	National Flag (Big Size)	Per Piece				
97	National Flag (Medium Size)	Per Piece				
98	National Flag for Car	Per Piece				
99	Flag Rope	Per Piece				
100	Plastic Tool	Per Piece				
101	Heavy Duty Aluminium Telescopic Ladder(Out Door) 24 ft.	Per Piece				
102	Heavy Duty Aluminium Foldable Ladder(Indoor) 10 ft.	Per Piece				

List of Electrical articles

Sl	List of Articles	Quantity	Rate	GST Rate	CGST+SGST value	Price
1	Calling Bell (Elecrtronic)	Per Piece				
2	Calling Bell Push (Manual, Battery)	Per Piece				
3	Night Lamp Bulb 15W	Per Piece				
4	LED Bulb 9W	Per Piece				
5	LED Bulb 18W	Per Piece				
6	LED Bulb 30W	Per Piece				
7	Halogen Bulb 50W	Per Piece				
8	Halogen Bulb 100W	Per Piece				
9	Halogen Bulb 200W	Per Piece				
10	Tube Light Complete Fittings(Philips) LED	Per Piece				
11	Tube Light LED 40W, 4 Fts. (Philips)	Per Piece				
12	Stabilizer for AC	Per Piece				

By
District & Sessions Judge
Udalguri : Assam

13	Celing Fan 56" (Usha)	Per Piece				
14	Celining Fan 56" (Havels)	Per Piece				
15	Stand Fan (Usha)	Per Piece				
16	Wall Fan (Usha)	Per Piece				
17	Fan Capacitor	Per Piece				
18	Electronic Choke 40W (Philips)	Per Piece				
19	Electronic Regulator for Ceiling Fan (Anchor)	Per Piece				
20	Room Heater (Single Coil) Bajaj	Per Piece				
21	Room Heater (Double Coil) Bajaj	Per Piece				
22	Electric Kettle 1 Ltr. (Philips)	Per Piece				
23	Black Tap	Per Piece				
24	Multi Standard Copper Wire (1.5 mm^2)	Per Mtr.				
25	Multi Standard Copper Wire (2.5 mm^2)	Per Mtr.				
26	Multi Standard Copper Wire (6 mm^2)	Per Mtr.				
27	Service Wire (Main Line)	Per Mtr.				
28	MCB Box 4 Ways (Havells)	Per Piece				
29	MCB 10 Amp (Havells)	Per Piece				
30	MCB 25 Amp (Havells)	Per Piece				
31	MCB Isolator 63 Amp (Havells) 4 pole	Per Piece				
32	3 Pin Top 16 Amp (Anchor)	Per Piece				
33	Board Switch 5 Amp (Anchor)	Per Piece				
34	Multi Holder (Anchor)	Per Piece				
35	Pendent Holder (Anchor)	Per Piece				
36	Angle Holder (Anchor)	Per Piece				
37	MCB Box (Havells)	Per Piece				
38	Casing Pipe	Per Piece				
39	L.Bow/ Tee connector	Per Piece				
40	S/S Combine	Per Piece				
41	Extension Cord Spike Buster 5 Amp 4 Port	Per Piece				
42	Extension Cord Spike Buster 16 Amp 4 Port	Per Piece				

District & Sessions Judge
Udalguri : Assam

14.06.26