



OFFICE OF THE MEMBER,
MOTOR ACCIDENT CLAIMS TRIBUNAL, BARPETA.

Q U O T A T I O N

Sealed quotation affixing non refundable court stamps of Rs.8.25 paisa (Rupees Eight and Twenty Five Paisa) only is hereby invited from the registered firms by the undersigned for supplying of stationery and Misc. Office articles as per list enclosed for the year 2025-2026 (i.e. from 01.09.2025 to 31.03.2026) within 15 days from the issue date of quotation.

The following terms and conditions are to be followed strictly by the quotationers:-

1. Supply should be made by the selected quotationer to the office of the undersigned as directed in supply order from time to time.
2. Rates of the articles showing brand and size should be quoted both in words and in figures against each unit of item and prices quoted should be inclusive of all Taxes, GST etc. and delivery charges etc.
3. The articles are to be standard specification and if found to be inferior quality will be rejected and no claim will be entertained.
4. The payment of supplying articles will be made on submission of bill in accordance with the instruction given in the supply order.
5. The registered number of the firms shall have to be quoted.
6. Lowest rate of the quotationer should be selected.

The undersigned reserves the right to reject any quotation without assigning any reason thereof and does not bind himself to accept the lowest rate.

Sl No	Name of Articles	Unit	Rate in Figure with GST	Rate in Figure without GST	Remarks
1	Red Cloth Markin (per meter)				
2	Table Cloth (per meter)				
3	Short Hand Note Book (100 Pages)				
4	Table Top Glass (4mm) Per Sq. feet				
5	Rubber Stamp (per piece)				
6	Hit Spray (Small/Big) (per piece)				
7	Phenyl (per piece)				
8	Hand Sanitizer (Big)				
9	Harpic (big) (per piece)				
10	Lizol (per piece)				
11	Staple Pin (per box)				
12	White Ribbon (Per bundle)				Per bundle 8 nos.

Contd....2



(2)

Sl No	Name of Articles	Unit	Rate in Figure with GST	Rate in Figure without GST	Remarks
13	Whitner (per piece)				
14	Pencil Battery (Eveready)(per piece)				
15	Envelope 4.5X11 (per packet)				Per packet 50 nos.
16	Cash book (200 pages) (Per Piece)				
17	Auto ink Seal (per piece)				
18	Pad ink (per piece)				
19	Hand wash (Dettol)				
20	Inverter machine 800VA (Luminous)				
21	Car Freshner (per piece)				
22	Car Body Polish (per piece)				
23	White Paint 500ml				
24	Ball Pen (per piece)				
25	Wiper (per piece)				
26	Broom (per piece)				
27	Paint Brush (per piece)				
28	Inverter Battery (per piece)				
29	LED Tube Set				
30	Car Flag (per piece)				
31	Ceiling Broom (per piece)				
32	Tarpin (per liter)				
33	Paper Flag (per box)				
34	Bleaching Powder (per packed)				
35	Round Seal (per piece)				
36	Classmate Khata (228 Pages/320 Pages/400 Pages/360 pages)				
37	Distill Water (per bottle)				
38	File Cover with Board (per piece)				
39	Bambo Broom (Long) (per piece)				
40	LED Bulb (30W)				

contd...3



(3)

Sl No	Name of Articles	Unit	Rate in Figure with GST	Rate in Figure without GST	Remarks
41	National Flag (per piece)				
42	Rope (per piece)				
43	Electronic Jug (Big) (per piece)				
44	Good Knight Liquid (per piece)				
45	LED Bulb (18W) (per piece)				
46	Tag (per mutha)				Army tag
47	A4 Paper JK 75GSM (per ream)				
48	Glue Stick (per piece)				
49	Tissue Paper(per Packed)				
50	Roomfreshner(per piece)				
51	Colin (Big) (per piece)				
52	Good Knight Set				
53	Car Desk Top Board Polish (per piece)				
54	Stamp Pad (per piece)				
55	Cello Tape (Big/Small) (per piece)				
56	Computer Tonner Prodor/Blue Streak (per piece)				
57	Toilet Brush (per piece)				
58	White Markin Cloth (per meter)				
59	Odonil (per piece)				
60	Dustbin (per piece)				
61	Car Scent (per piece)				
62	Wall Clock (per piece) Ajanta/Orpat				
63	High Lighter (per piece)				
64	Inverter Trolley (per piece)				
65	Towel (Bombay Dying Big) (per piece)				
66	Towel (Bombay Dying small)(per piece)				

Contd...4



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SI No	Name of Articles	Unit	Rate in Figure with GST	Rate in Figure without GST	Remarks
67	Scissor (Medium size)				
68	Knife (Medium size)				
69	Games Pin (Per Box)				
70	Mouse Pad Logitech (Computer)				
71	Computer Mouse (HP/Logitech/Dell)				
72	Computer Keyboard (HP/Logitech/Dell)				
73	String/Decoration Light (Best quality)				Per meter
74	Regulator for Fan (Per Piece)				
75	Capacitor for Fan (Per Piece)				
76	Ceiling Fan (Per Piece)				
77	Stand Fan (Per Piece)				
78	Glass set (Best quality)				
79	Cup plate Set (Best quality)				
80	Door Mat (Per meter)				
81	Stool (Plustic) (Per Piece)				(Best quality)
82	Chair (Plustic) (Per Piece)				(Best quality)
83	Stapler machine (Per Piece) Medium				
84	A4 size Envelope (Per Piece)				Laminated
85	4.5X11 size Envelope (Per Piece)				Laminated
86	Calculator (Big) (Per Piece)				
87	Pen Drive 32 GB (Per Piece)				
88	Punching Needle (Per Piece)				
89	Dinner set (6 seater)				(Best quality)
90	Bathroom tap (Per Piece)				(Best quality)



Contd...5

(5)

Sl No	Name of Articles	Unit	Rate in Figure with GST	Rate in Figure without GST	Remarks
91	Rubbing for vehicle (Per piece)				
92	Tray (Per Piece)				
93	Lock & Key (Per Piece)				Best quality
94	Court Diary (400 pages)				
95	Bucket (15 liters)				
96	Mug (Medium)				
97	Attendance Register (50 Pages)				
98	Milton Thermosteel Flask (1000 ml)				
99	Nepholine Balls (Per packet)				
100	Cordless Calling Bell (Per Piece)				

N.B. The items/articles which are not included in the quotation the same will be procure as market rate.

(S. K. Ghosh)
Member,
Motor Accident Claims Tribunal,
Barpeta
Member
M.A.C.T. Barpeta (Assam)

Memo NO. MACT(B)/01/2021/ 1456-58

dtd. 13-08-2025

Copy to :

1. The System Officer E-Court, District Judiciary Barpeta for uploading the Quotation in the Barpeta District Judiciary website.
2. The Notice Board of this office.
3. Office file

(S. K. Ghosh)
Member,
Motor Accident Claims Tribunal,
Barpeta.
Member
M.A.C.T. Barpeta (Assam)