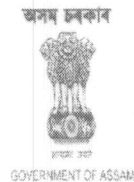


OFFICE OF THE  
DISTRICT LEGAL SERVICES AUTHORITY :::::::::: BONGAIGAON  
জিলা আইন সেৱা প্ৰাধিকৰণৰ কাৰ্য্যালয় :::::::::: বঙাইগাঁও  
1<sup>st</sup> Floor, District Judicial Court Building, Deuripara, Bongaigaon  
E-mail: dlsabongaigaon@gmail.com



**NOTICE INVITING QUOTATION**  
Dated Bongaigaon the 1<sup>st</sup> April, 2026

Sealed Quotations in enclosed cover are invited from the intending Govt. registered firms/suppliers having its registered office at Bongaigaon for probable supply of following stationery articles for the Office of the undersigned during the financial year 2026-27 and will be received **upto 4.00 P.M. of 10<sup>th</sup> April, 2026.**

Rates are to be submitted including all taxes.

This authority shall reserve the right to accept or reject any or all quotation which shall be final.

**PARTICULARS OF STATIONERY ARTICLES:**

| Sl. No. | Name of Articles                                 | Quantity   | Rates |
|---------|--------------------------------------------------|------------|-------|
| 1.      | Alpin/ T-Pin (100 Gr.)                           | Per Box    |       |
| 2.      | Axion                                            | Per No.    |       |
| 3.      | Azure Laid Paper (43 x 63 CM- Best Quality)      | Per Ream   |       |
| 4.      | Azure Laid Paper (42 x 67 CM- Best Quality)      | Per Ream   |       |
| 5.      | Azure Laid Paper (F.C. 500 Sheets- Best Quality) | Per Ream   |       |
| 6.      | Binder Clips                                     | Per Box    |       |
| 7.      | Battery Pencil (Eve-ready)                       | Per Dozen  |       |
| 8.      | Bulb (60/100 Watt)                               | Per Dozen  |       |
| 9.      | Battery General (Eve-ready)                      | Per Dozen  |       |
| 10.     | Baygon Spray (1 Kg)                              | Per No.    |       |
| 11.     | Bleaching Powder                                 | Per Packet |       |
| 12.     | Brush with Handle for Floor Cleaning             | Per No.    |       |
| 13.     | Bucket (Plastic- 20 Lt.)                         | Per No.    |       |
| 14.     | Bucket (Plastic- 16 Lt.)                         | Per No.    |       |
| 15.     | Bucket (Iron- 18 Lt.)                            | Per No.    |       |
| 16.     | Bucket (Iron- 12 Lt.)                            | Per No.    |       |
| 17.     | Carbon Paper- Blue (Best Quality)                | Per Packet |       |
| 18.     | Carbon Paper- Black (Best Quality)               | Per Packet |       |
| 19.     | Calling Bell (Wireless)                          | Per No.    |       |
| 20.     | Calling Bell (Electronic)                        | Per No.    |       |
| 21.     | Calling Bell (Spring)                            | Per No.    |       |
| 22.     | Candle Stick (120 x 6)                           | Per Packet |       |
| 23.     | Candle Stick (180 x 6)                           | Per Packet |       |
| 24.     | Candle for Water Purifier                        | Per No.    |       |
| 25.     | Clip File (Plastic)                              | Per No.    |       |
| 26.     | Cover File (Plastic Coated)                      | Per Dozen  |       |

|     |                                                            |              |  |
|-----|------------------------------------------------------------|--------------|--|
| 27. | Correction Fluid                                           | Per No.      |  |
| 28. | Cotton Tag                                                 | Per Bundle   |  |
| 29. | Coat Hanger                                                | Per No.      |  |
| 30. | Coat Brush                                                 | Per No.      |  |
| 31. | Cutter (Best Quality)                                      | Per No.      |  |
| 32. | Glass Cleaner (Colin- 500 ml)                              | Per No.      |  |
| 33. | Compact Disc (Blank)                                       | Per No.      |  |
| 34. | Coffee Cup (Bone China)                                    | Per Set      |  |
| 35. | Cup Plate (Bone China)                                     | Per Pair     |  |
| 36. | Cup Plate (Borosil)                                        | Per Pair     |  |
| 37. | Cello Tape                                                 | Per No.      |  |
| 38. | Chair Cushion (Hayden City)                                | Per No.      |  |
| 39. | Chair Cushion (Kurl-On)                                    | Per No.      |  |
| 40. | Chair Cushion (U Foam)                                     | Per No.      |  |
| 41. | Curtain for Door (Best Quality)- Standard Size             | Per No.      |  |
| 42. | Curtain for Window (Best Quality)- Standard Size           | Per No.      |  |
| 43. | Net Curtain for Window (Half- Best Quality)- Standard Size | Per No.      |  |
| 44. | Cartridge for Printer (HP Laser Jet P1108)                 | Per No.      |  |
| 45. | Cartridge for Printer (Canon Image Class MF24bdn)          | Per No.      |  |
| 46. | Cartridge for Photostat Machine (Canon Image Runner 2420L) | Per No.      |  |
| 47. | Cartridge for Photostat Machine (Canon Image Runner 2002)  | Per No.      |  |
| 48. | Calculator (Casio- 12 Digits)                              | Per No.      |  |
| 49. | Calculator (Citizen- CT912)                                | Per No.      |  |
| 50. | Calculator (Medium)                                        | Per No.      |  |
| 51. | Dettol Hand Wash (Medium)                                  | Per Bottle   |  |
| 52. | Dettol Liquid (500 ml)                                     | Per Bottle   |  |
| 53. | Distilled Water (1 Lt.)                                    | Per Bottle   |  |
| 54. | Door Mat (Best Quality)- Big                               | Per No.      |  |
| 55. | Door Mat (Best Quality)- Medium                            | Per No.      |  |
| 56. | Door Mat (General)- Big                                    | Per No.      |  |
| 57. | Door Mat (General)- Medium                                 | Per No.      |  |
| 58. | Dot Pen                                                    | Per Dozen    |  |
| 59. | Drinking Water Glass (Borosil)                             | Per Dozen    |  |
| 60. | Drinking Water Glass (Yara)                                | Per No.      |  |
| 61. | Drinking Water Glass (General)                             | Per No.      |  |
| 62. | Electric Bulb LED (5/7 Watt)                               | Per No.      |  |
| 63. | Electric Bulb LED (9 Watt)                                 | Per No.      |  |
| 64. | Electric Bulb CFL (15/20 Watt)                             | Per No.      |  |
| 65. | Electric Tube LED Set                                      | Per No.      |  |
| 66. | Electric Tube Light                                        | Per No.      |  |
| 67. | Envelope (9// x 4//)                                       | Per Thousand |  |
| 68. | Envelope (11// x 5//)                                      | Per Thousand |  |
| 69. | Envelope (18// x 12//)                                     | Per No.      |  |
| 70. | Face Mask                                                  | Per No.      |  |
| 71. | File Cover with Board (Best Quality)                       | Per Dozen    |  |

|      |                                                   |              |  |
|------|---------------------------------------------------|--------------|--|
| 72.  | Flask (Milton- 1 Lt.)                             | Per No.      |  |
| 73.  | Flask (Milton- 2 Lt.)                             | Per No.      |  |
| 74.  | Flask (Eagle- 1 Lt.)                              | Per No.      |  |
| 75.  | Flex Banner                                       | Per Sq. Feet |  |
| 76.  | Grass Broom                                       | Per No.      |  |
| 77.  | Plastic Flag Rope                                 | Per No.      |  |
| 78.  | Fax Refill Roll (Sharp)                           | Per No.      |  |
| 79.  | Good Knight Refill                                | Per Bottle   |  |
| 80.  | Guard File                                        | Per No.      |  |
| 81.  | Gum (700 ml)                                      | Per Bottle   |  |
| 82.  | Gum (300 ml)                                      | Per Bottle   |  |
| 83.  | Gel Pen                                           | Per Dozen    |  |
| 84.  | Hand Gloves                                       | Per No.      |  |
| 85.  | Harpic Toilet Cleaner                             | Per Bottle   |  |
| 86.  | Harpic Bathroom Cleaner                           | Per Bottle   |  |
| 87.  | Highlighter Pen                                   | Per No.      |  |
| 88.  | Ink for Fountain Pen - Blue (Chelpark- 60 ml)     | Per Bottle   |  |
| 89.  | Ink for Fountain Pen - Red (Chelpark- 60 ml)      | Per Bottle   |  |
| 90.  | Ink for Printer (HP Ink Tank 316)                 | Per Bottle   |  |
| 91.  | Index File                                        | Per No.      |  |
| 92.  | Identity Card (Plain)                             | Per No.      |  |
| 93.  | Identity Card (Laminated)                         | Per No.      |  |
| 94.  | Jute Sutli                                        | Per Kg.      |  |
| 95.  | Jug (Milton)                                      | Per No.      |  |
| 96.  | Jute Carpet (Spl. Quality)                        | Per Sq. Feet |  |
| 97.  | Lifebuoy Soap- Medium                             | Per No.      |  |
| 98.  | Lock & Key (55 mm)                                | Per No.      |  |
| 99.  | Lock & Key (33 mm)                                | Per No.      |  |
| 100. | Lock & Key (Small)                                | Per No.      |  |
| 101. | Leaflets-A4 Size (Glossy Paper & Plain Paper)     | Per Thousand |  |
| 102. | Leaflets- Legal Size (Glossy Paper & Plain Paper) | Per Thousand |  |
| 103. | Looking Mirror with Wooden Frame (1.5' x 2')      | Per No.      |  |
| 104. | Looking Mirror with Wooden Frame (1.5' x 4')      | Per No.      |  |
| 105. | Looking Mirror with Plastic Frame (Oval)- Medium  | Per No.      |  |
| 106. | Markin Cloth (Red)                                | Per Meter    |  |
| 107. | Markin Cloth (White)                              | Per Meter    |  |
| 108. | Naphthalene                                       | Per Kg       |  |
| 109. | Odonil Bathroom Freshener                         | Per Packet   |  |
| 110. | Pad Ink                                           | Per No.      |  |
| 111. | Pen Stand with 2 Holders (Best Quality)           | Per No.      |  |
| 112. | Pen Stand with 4 Holders (Best Quality)           | Per No.      |  |
| 113. | Pencil HB                                         | Per No.      |  |
| 114. | Pen Drive (16/32/64 GB)                           | Per No.      |  |
| 115. | Paper Weight (Glass Decorated)                    | Per No.      |  |
| 116. | Pin Cushion (General)                             | Per No.      |  |
| 117. | Pin Cushion (Magnetic)                            | Per No.      |  |
| 118. | Per porting Needle                                | Per No.      |  |
| 119. | Plastic Mug (Milton)                              | Per No.      |  |

|      |                                             |              |  |
|------|---------------------------------------------|--------------|--|
| 120. | Plastic Mug (General)                       | Per No.      |  |
| 121. | Phenyl- Red (450 ml)                        | Per Bottle   |  |
| 122. | Phenyl- White (450 ml)                      | Per Bottle   |  |
| 123. | Punching Machine                            | Per No.      |  |
| 124. | Quarter Plate (Best Quality)                | Per No.      |  |
| 125. | Room Freshener Spray (Lavender fragrance)   | Per No.      |  |
| 126. | Sanitary Brush                              | Per No.      |  |
| 127. | Stainless Steel Scissors- Medium Size       | Per No.      |  |
| 128. | Stamp Pad (90 x 159 mm)                     | Per No.      |  |
| 129. | Stamp Pad (69 x 110 mm)                     | Per No.      |  |
| 130. | Stamp Pad (Small)                           | Per No.      |  |
| 131. | Sealing Wax                                 | Per Packet   |  |
| 132. | Short Hand Book (Oxford)                    | Per No.      |  |
| 133. | Stapler (No. 24/6)                          | Per No.      |  |
| 134. | Stapler (No. 10)                            | Per No.      |  |
| 135. | Stapler Pin (No. 24/6)                      | Per Packet   |  |
| 136. | Stapler Pin (No. 10)                        | Per Packet   |  |
| 137. | Steel Flask (Milton- 1 Lt.)                 | Per No.      |  |
| 138. | Stick Notes                                 | Per Packet   |  |
| 139. | Rice Bowl (Best Quality)                    | Per Packet   |  |
| 140. | Tea Spoons (Best Quality)                   | Per Dozens   |  |
| 141. | Table Knife                                 | Per No.      |  |
| 142. | Thread Ball                                 | Per No.      |  |
| 143. | Table Top Glass (4 mm)                      | Per Sq. Feet |  |
| 144. | Table Top Glass (6 mm)                      | Per Sq. Feet |  |
| 145. | Plastic Table Tray                          | Per No.      |  |
| 146. | Table Cloth (5' x 4')                       | Per Piece    |  |
| 147. | Tea Table (Supreme Plastic)                 | Per No.      |  |
| 148. | Towel- Big (Best Quality)                   | Per No.      |  |
| 149. | Towel- Medium (Best Quality)                | Per No.      |  |
| 150. | Towel- Small (Best Quality)                 | Per No.      |  |
| 151. | Tube Light                                  | Per No.      |  |
| 152. | Tube Light Set                              | Per No.      |  |
| 153. | Tensile Paper                               | Per No.      |  |
| 154. | Tea Tray (Best Quality)                     | Per No.      |  |
| 155. | White D.F.C. (40 x 65 CM)- Best Quality     | Per No.      |  |
| 156. | White D.F.C. (39 x 64 CM)- Best Quality     | Per No.      |  |
| 157. | White Paper F.C. (500 Sheets)- Best Quality | Per No.      |  |
| 158. | White Binding Register D.F.C. (400 Pages)   | Per No.      |  |
| 159. | White Binding Register D.F.C. (200 Pages)   | Per No.      |  |
| 160. | White Binding Register F.C. (800 Pages)     | Per No.      |  |
| 161. | White Binding Register F.C. (600 Pages)     | Per No.      |  |
| 162. | White Binding Register F.C. (400 Pages)     | Per No.      |  |
| 163. | White Binding Register F.C. (200 Pages)     | Per No.      |  |
| 164. | White Binding Register F.C. (100 Pages)     | Per No.      |  |
| 165. | Water Filter (Steel- 14 Lt.)                | Per No.      |  |
| 166. | Water Sponge                                | Per No.      |  |
| 167. | Waste Paper Plastic Bucket                  | Per No.      |  |

|      |                                  |            |  |
|------|----------------------------------|------------|--|
| 168. | White Tap                        | Per No.    |  |
| 169. | Wall Clock                       | Per No.    |  |
| 170. | Wonder Tape                      | Per No.    |  |
| 171. | Writing Pad/ Note Pad (20 pages) | Per No.    |  |
| 172. | Writing Pad/ Note Pad (10 Pages) | Per No.    |  |
| 173. | Bamboo Hard Broom- Medium        | Per No.    |  |
| 174. | Coconut Plane Broom- Medium      | Per No.    |  |
| 175. | Room Freshener (Best Quality)    | Per No.    |  |
| 176. | Room Heater (Best Quality)       | Per No.    |  |
| 177. | Xerox Paper-A4 Size (J.K.)       | Per Packet |  |
| 178. | Xerox Paper- Legal Size (J.K.)   | Per Packet |  |
| 179. | Yellow Paper- A4 Size            | Per Packet |  |
| 180. | Hand Sanitizer (100 ml)          | Per Bottle |  |
| 181. | Hand Sanitizer (200 ml)          | Per Bottle |  |
| 182. | Hand Sanitizer (500 ml)          | Per Bottle |  |
| 183. | Vim Bar                          | Per No.    |  |
| 184. | Bamboo Bucket- Medium            | Per No.    |  |

**Sd/-**

(N. K. Laskar, AJS)  
Secretary  
District Legal Services Authority  
Bongaigaon

Memo No. DLSA/BGN 4/2017-26/ 2294

Dated 1st April, 2026

Copy to:-

- ✓ 1. The System Officer, Office of the District & Sessions Judge, Bongaigaon. He is asked to uploading the notice in the official website immediately.
2. Notice Board, O/o the District & Sessions Judge.
3. Notice Board, O/o the Chief Judicial Magistrate, Bongaigaon.
4. Office file.

(N. K. Laskar, AJS)  
Secretary

District Legal Services Authority  
Bongaigaon

Secretary

District Legal Services Authority  
Bongaigaon

*[Signature]*  
01/04/26