

Office of the District Judge, Jhargram

(Nezarath Department)

NOTICE INVITING QUOTATION

No- 03

Dt 12-02-2024

As per resolution dt. 23.09.2023 adopted by the purchase committee and necessary approval of Ld. District Judge, Jhargram vide no.- 281/NZ dt. 30.09.2023 quotations are here by invited for finalizing item wise rate in sealed envelope from reputed Dealers/Suppliers/Registered Co-operative Societies having bona fide trade license for supplying office stationary/work/service at the District Judge's office, Jhargram. The list of the articles/work/service cum Proforma is attached herewith. The bidders may submit quotation for all item attached in annexure-1. The bidders should also submit duly filled up annexure-2.

Terms & Conditions:

- 1) The items are to be supplied in the Nezarath Department, District Judge's Court, Jhargram .
- 2) The bidders have to submit sealed quotations addressing to the undersigned mentioning notification no and date on the sealed envelope in the quotation box placed at Nazareth Department of this office on any working day from 13/02/2024 to 22-02-2024 by 4.30 p.m.
- 3) The sealed quotations will be opened at the chamber of Ld Additional District Judge, 2nd Court, Jhargram in presence of the Chairman and all members of Purchase Committee, District Judges Court, Jhargram. Intending bidders may remain present at the time of opening sealed quotations. The date of opening the sealed quotations will be notified later in the Official Website of Jhargram District Court.
- 4) The contract will be awarded to the bidder who will quote the lowest price for the respective article/work/service.. However the committee reserves its right to accept and /or reject any quotation for any reason.
- 5) Quotations submitted after the due date or beyond the stipulated time shall not be entertained.
- 6) For administrative convenience the work order may be divided. The decision of the authority shall be final.
- 7) In case of any deviation from any terms and condition of contract authority shall reserve right to cancel the contract without any notice.
- 8) Contract will be valid for a period of (1) one year from the date of first issuing work order.
- 9) Payment will be made subject to allotment of fund from the Government.
- 10) Rate should be quoted inclusive of all charges, taxes, duties and levies.
- 11) The articles supplied must be of good quality.


Chairman

Purchase Committee
District Court, Jhargram

Office of the District Judge, Jhargram

(Nezarath Department)

No- 73(v) /XIV-3;

Date 12.02.2024

Copy forwarded to:

- 1) The District Magistrate, Jhargram.
- 2) The Sub-Divisional Officer, Jhargram.
- 3) The Chairman/The Administrator, Jhargram Municipality.
- 4) System Officer, E-Court Project, Jhargram District Court
- 5) Nazir, District Court, Jhargram for display the notice in office notice board.


Chairman

Purchase Committee
District Court, Jhargram

List of articles/work for press/book binder

Sl No	Name of the articles/work	units	Quality	Quoted Rate]
1.	A4 paper (70GSM)	Per Rim	Good Quality	
2.	Attendance Register(With Paper) 50 sheets	Per Piece	Good Quality	
3.	Bill Register	Per Piece	Good Quality	
4.	BTR Registrar	Per Piece	Good Quality	
5.	Cash Book(With paper & printing)	Per piece	Good Quality	
6.	Court Cause List 250 sheets(with paper & printing)	Per Piece	Good Quality	
7.	Issue Register(With paper & printing)	Per piece	Good Quality	
8.	Legal Paper (70 gsm)	Per Rim	Good Quality	
9.	Legal Size (Demi Paper)	Per Rim	Good Quality	
10.	Legal Size Register red cloth binding (With paper) 150 sheets	Per piece	Good Quality	
11.	Oval Seal with date	Per piece	Good Quality	
12.	Pass book(With paper & printing)	Per piece	Good Quality	
13.	Polymer seal(various seize)	Per piece	Good Quality	
14.	Receive Register(With paper & Printing)	Per piece	Good Quality	
15.	Record Binding Board	Per Piece	Good Quality	
16.	Red boarded Name plate (14'/10')	Per piece	Good Quality	
17.	Register binding (78cm/42cm) red cloth binding (With Paper) 150 sheets	Per piece	Good Quality	
18.	Registrar(Stock)	Per Piece	Good Quality	
19.	Ruled Register (No 12)	Per piece	Good Quality	
20.	Ruled Register (No 14)	Per piece	Good Quality	
21.	Ruled Register (No 6)	Per piece	Good Quality	
22.	Trial Register(16'6''/13'6'') red cloth binding(With paper)150 sheets	Per piece	Good Quality	
23.	White Register (No 12)	Per piece	Good Quality	
24.	White Register (No 14)	Per piece	Good Quality	
25.	White Register (No 6)	Per piece	Good Quality	


Chairman

Purchase Committee
District Court, Jhargram

12/02/24