

Office of the District Judge, Jhargram

(Nezarath Department)

NOTICE INVITING QUOTATION

No- 03

Dt 10.09.2025

In view of the report of Nazir of the Judgeship of Jhargram dated 08.09.2025 and necessary direction of Ld. District Judge, Jhargram quotations are here by invited for finalizing item wise rate in sealed envelope from reputed Dealers/Suppliers/Registard Co-operative Societies having bonafide 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-II.

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 11/09/2026 to 20-09-2025 by 4.00 p.m.
- 3) The sealed quotations will be opened at the chamber of the undersigned on 20/09/2025 at 4.30 p.m in presence of the Nazir of this Judgeship. Intending bidders may remain present at the time of opening sealed quotations.
- 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.

Sd/-
Judge-in-charge
Nezarath Department
District Court, Jhargram

Office of the District Judge, Jhargram

(Nezarath Department)

No 241(6)/XIV-3;

Date 10.09.2025

Copy forwarded to:

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

Judge-In-Charge
Nezarath Department,
District Judge's Court
Nezarath Department
District Court, Jhargram

List of the Stationary articles (Annexure- II)

Sl No	Name of Articles	Unit	Brand
1.	AAA Pencil battery	piece	Good Quality
2.	AA Pencil battery	piece	Good Quality
3.	AA Rechargeable Battery	piece	Good Quality
4.	Alpin	pkt	Good Quality
5.	Binder Clip 19 mm	Pkt	Good Quality
6.	Binder Clip 25 mm	Pkt	Good Quality
7.	Ball Point Pen (use & throw) Red	Piece	Good Quality
8.	Ball Point Pen (use & throw) blue	piece	Good Quality
9.	Ball Point Pen (use & throw) black	Piece	Good Quality
10.	Bath Towel(light Coloured)	piece	Good Quality
11.	Bath Towel(White)	piece	Good Quality
12.	Boatkin	piece	Good Quality
13.	Bucket	Piece	Good Quality
14.	Calling bell(Electronic)	Piece	Good Quality
15.	Candle stick (6 pieces pkt) big	pkt	Good Quality
16.	Car Freshener	Piece	Good Quality
17.	Carbon	piece	Good Quality
18.	Calcuator	Piece	Good Quality
19.	Cotton Thread ball (small)	Piece	Good Quality
20.	Cello tape ½ "	Piece	Good Quality
21.	Clock	Piece	Good Quality
22.	Cello tape 1"	Piece	Good Quality
23.	Cello tape 2'	Piece	Good Quality
24.	Cello tape dispenser	piece	Good Quality
25.	Chair Belt	piece	Good Quality
26.	Cause List	piece	Good Quality
27.	Cash Book	piece	Good Quality
28.	Cover File (Two Fold)	piece	Good Quality
29.	Cover File (Four Fold) Poly coated	piece	Good Quality
30.	Correction pen	piece	Good Quality
31.	Cup with plate	six piece set	(Good Quality)
32.	Coaster(wooden)	Per Piece	Good Quality
33.	Dinner set(35 piece)	Set	Good Quality
34.	Dinner Set(14 Piece)	Set	Good Quality
35.	Dairy	piece	Good Quality
36.	Drinking glass (glass)	Piece	Good Quality
37.	Door mat nylon 3'x2'	piece	Good Quality
38.	Door mat 3'x2' Coir	piece	Good Quality
39.	Door ring	Piece	Good Quality
40.	Duster white(cotton)	piece	Good Quality
41.	Envelope 9'x4'	piece	Good Quality
42.	Envelope paper 11'x5'	piece	Good Quality
43.	Envelope(cloth) 11'x5' Cloth	piece	Good Quality
44.	Envelope(cloth Legal Size)	piece	Good Quality
45.	Envelope (cloth) A4 size	piece	Good Quality

46.	Emergency Light	piece	Good Quality
47.	Eraser	piece	Good Quality
48.	Exam pitch board	Piece	Good Quality
49.	Fevistick	piece	Good Quality
50.	Fibre Box(No-11)	piece	Good Quality
51.	Fibre Box(No-55)	piece	Good Quality
52.	Tea serving Tray (big)	piece	Good Quality
53.	Fibre Board	Piece	Good Quality
54. F	File cover(2 Fold)	piece	Good Quality
55.	File cover(4 Fold)	piece	Good Quality
56.	File Arch	Piece	Good Quality
57.	Fine cheque Book	Piece	Good Quality
58. F	Flap (page marker)	Piece	Good Quality
59.	Flask(half litre)	piece	Milton
60.	Flask (One liter)	Piece	Good Quality
61.	Flask(1 litre)	piece	Milton
62.	Flat File	Piece	Good Quality
63.	Gala	Pkt	Good Quality
64.	Gel pen red	piece	Good Quality
65.	Gel pen blue	piece	Good Quality
66.	Gum(Fevi stick)	piece	Good Quality
67.	Gum (Fevigum Tube)50 ml	piece	Fevicol
68.	Gum bottle(300 ml)	piece	Camel
69.	Good night oil	piece	Good night
70.	Good night machine with oil	piece	Good night
71.	Hand Towel(13'x20)	piece	Good Quality
72.	Hand wash with dispenser(200 ml)	piece	Dettol
73.	Highlighter pen	piece	Good Quality
74.	Hit(Black)300ml	piece	Good Quality
75.	Hit(Red)300ml	piece	Good Quality
76.	James Clip (Ordinary steel)	100 piece	Good Quality
77.	Knife (paper cutter)	piece	Good Quality
78.	Key chain with name tag labels	dozen	Good Quality
79.	Lock & Key (6Liv)	piece	Good Quality
80.	Lock and Key (Medium Size 7 liv)	Piece	Good Quality
81.	Lock and key (Big Size 8 liv)	piece	Good Quality
82.	Marker (Permanent)(Black)	piece	Good Quality
83.	Marker (Permanent)(White)	piece	Good Quality
84.	Naptholin(100gm)	packet	Good Quality
85.	Odonil (75 gm Mix)	block	Good Quality
86.	Office Bag	Piece	Good Quality
87.	Paper Shredder Machine	Piece	Good Quality
88.	Paper weight(Fibre)	Piece	Good Quality
89.	Paper weight(Glass)	Piece	Good Quality
90.	Pencil sharpener	piece	Good Quality
91.	Pencil	piece	Good Quality
92.	Pen Stand(Normal)	piece	Good Quality
93.	Pen stand(VIP)	piece	Good Quality
94.	Pen(Both side)	Piece	Good Quality
95.	Page Marker flap	Pkt	Good Quality

96.	Pen's Refill(Both side Pen)	Piece	Good Quality
97.	Quarter Plate	Pkt of Six piece	Good Quality
98.	Room freshener(Godrej AER 300 ml)	piece	Good Quality
99.	Room Heater	Piece	Good Quality
100.	Red salu	Per meter	Good Quality
101.	Scissors(Medium)	piece	Good Quality
102.	Steno book	piece	Good Quality
103.	Stapler (Kangaroo 10)	piece	Good Quality
104.	Stapler Pin (Kangaroo 10)	Pkt	-----
105.	Stapler(Kangaroo 555)	piece	-----
106.	Stapler pin (Kangaroo 555)	Pkt	-----
107.	Stamp Pad(110x69 mm)	piece	Faber castell
108.	Stamp pad(88x54 mm)	piece	Faber castell
109.	Stamp Pad Ink(Bottle of 100ml)	Bottle	Good Quality
110.	Spoon	Piece	GQ
111.	Tag	Bundle	Good Quality
112.	Table top glass	Per sq feet	Good Quality
113.	Table top elevator	Piece	Good Quality
114.	Transparent file	Piece	Good Quality
115.	Tissue Paper	Per Pkt	Good Quality
116.	Tray(Small) for office table	piece	Good Quality
117.	Tray(Big)for Office table	piece	Good Quality
118.	Umbrella(Big Size)	Piece	Good Quality
119.	Wall Clock	piece	Ajanta 957 IVORY
120.	Water sponge	Piece	Good Quality
121.	Curtain cloth (for door)	Per set with fittings	Good Quality
122.	Curtain cloth (for window)	Per set with fittings	Good Quality

123.	Scale(Plastic)	piece	Good Quality
124.	Scale(Wood)	piece	Good Quality
125.	Electric Kettle	Piece	Good Quality
126.	Water bottle(1 liter)	Piece	Good quality
127.	Writing Pad(20 Pages)	Piece	Good Quality
128.	Water Pipe (0.5 inch, 100 feet)	Piece	Good Quality
129.	Spade(With handle)	Piece	Good Quality
130.	Almirah repair/service	Piece	Good Quality


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