Office of the Judge-In-Charge of Nezarath Department
District Judge's Court, Purba Medinipur.

No.....08...../ Dated: 15.01.2025

Notice Inviting Quotation dt. 15.01.2025

Sealed quotations are invited from all willing suppliers/Vendors for supplying stationery articles for Family Court, Tamluk, Purba Medinipur, urgently as per the following terms & conditions. Such quotations have to be submitted in the quotation box placed in front of the ***Office of the Nezarath Department, District Judge's Court, Purba Medinipur, P.O. & P.S.-Tamluk, Pin - 721636 by 4.30 P.M. on 21.01.2025***.

Terms & Conditions

1. Quotations should be submitted in the quotation box placed in front of the ***Office of the Nezarath Department, District Judge's Court, Purba Medinipur, P.O. & P.S.-Tamluk, Pin - 721636 by 4.30 P.M. on 21.01.2025*** and should be properly signed and stamped. The Office of the Nezarath Department will not take any responsibility for delay, loss or non-receipt of quotations sent by post.

2. Rates should be quoted taking into account the description, make, type, specification and quantity of all articles for which quotations have been invited.

3. Rates quoted should be inclusive of all applicable charges, taxes, duties and levies.

4. ***Conditional*** **quotations will not be considered.**

5. Willing suppliers submitting quotations should specify the address of its office and its phone/mobile number (and other contact numbers e.g. ***Fax, e-mail*** if available) for the purpose of quick communication in the event of urgency.

6. ***Canvassing*** on the part of a supplier submitting quotation will render its quotation liable to cancellation summarily.

7. The District Judge, Purba Medinipur may award the contract to the supplier whose quotation has been determined to be substantially acceptable and who has quoted the lowest evaluated price. *However, the District Judge, Purba Medinipur is not bound to accept the lowest bid*. The District Judge, Purba Medinipur reserves the right to accept or reject any or all quotations and to cancel the process at any time prior to the award of Contract for any reason whatsoever.

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8. Upon Selection of quotation, concerned supplier would have to supply stationery articles strictly according to the description / make / type / specifications provided in the instant notice. In case of any deviation from this and any default regarding this on the part of a selected supplier, the administration of this Court may take any or all such actions against the supplier as it may consider appropriate.

9) The items/ articles to be delivered at Tamluk Court, Nezarath Department, Purba Medinipur and after delivery submit the received photocopy of the article with original voucher bill to the Nezarath Department, Tamluk, Purba Medinipur.

Quotations are invited from willing suppliers for supplying stationery articles for the Family Court, Tamluk, Purba Medinipur, which is listed below:-

Sl. No.	Name of the stationery articles	Make/ Type / Brand	Quantity
1.	Legal Paper	BGPPL, Rapid,75 gsm	20 pkts.
2.	A4 Paper	BGPPL , Alpha Power, 75 gsm	10 Pkts.
3.	Jute		2 Kg.
4.	Small Stapler Pin	Kangaro	10 boxes.
5.	Tag		10 Pkts.
6.	Ghumsi		2 Kg.
7.	Envelope (Medium Size)		400 pcs.
8.	Envelope (Small Size)		300 pcs.
9.	Envelope with cloth coated (big size)		50 pcs.
10.	Gum	Fevi gum	10 bottle.
11.	Cover File	Alisha	20 pcs.
12.	Good Knight Oil		10 pcs.
13.	Handwash	Dettol (500 ml)	6 pkts.
14.	Duster		10 pcs.
15.	Bell Pin (Nickel plated steel pin)		4 boxes.

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Sl. No.	Name of the stationery articles	Make/ Type / Brand	Quantity
16.	Four Folder File	Alisha	20 pcs.
17.	Cover Dista Khata (legal size)	Pioneer	2 pkt (24 pcs.)
18.	D.F.C. Paper		2 rim
19.	Judgement Paper	JK Ledger, gsm-80FS	10 pkts.
20.	Whitener	Camlin	6 pcs.
21	Odonil		10 pcs.
22	Phynile	Black, Bengal Chemical (450 ml)	5 bottle
23	Jhul Jharu		10 pcs.
24.	Naphthalene	Bengal Chemical (250 gm)	4 pkts.
25.	Pencil	Apsara	2 boxes.
26.	Paper Weight		20 pcs.
27.	Nemyle		6 bottle
28.	Harpick		6 bottle
29.	Refill ink	Brother DCP – T220 BT 5000 (M/C/Y), BT D60 (BK)	2 pcs.
30.	Muriatic Acid		10 bottles
31.	Goodknight Spray		1 pcs.
32.	Tray	Deepak, Size - 12" * 16"	5 pcs.
33.	Dustbin		5 pcs.
34.	Table Cloth	Size - 7' * 4'(as per sample)	4 pcs.

Nazir is directed to circulate this tender notice for display in the office notice board of the Courts of Tamluk, Contai, and Haldia and System Assistant is directed to upload this tender to the official website of the Judgeship of District Court, Purba Medinipur.

Inform.

(Obed T. Lepcha)
Judge-in-Charge of Nezarath Department,
District Judge's Court, Purba Medinipur.

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Office of the Judge-In-Charge of Nezarath Department
District Judge's Court, Purba Medinipur.

Memo No.....16(2)...../ XIV-3, Dated: 15.01.2025.

Copy forwarded to:-

1. The Nezarath Department, Contai / Haldia, Purba Medinipur.

(Obed T. Lepcha)
Judge-in-Charge of Nezarath Department,
District Judge's Court, Purba Medinipur.

Judge-in-charge
Nezarath Dept.
District Judge's Court
Purba Medinipur

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