

**OFFICE OF THE JUDGE IN-CHARGE, NEZARATH DEPARTMENT,
HALDIA COURT, PURBA MEDINIPUR.**

No. 12 Date: 31-01-2025

Notice Inviting Tender dt. 31-01-2025

Sealed quotations are invited from all willing suppliers for supplying following Stationary articles and furniture etc. 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 Judge in-charge, Nezarath Department, Haldia Court, P.O. Debhog, P.S.- Bhabanipur, Dist.- Purba Medinipur, pin- 721657 by 4.30 P.M. on 14-02-2025.

Terms & Conditions

1. Quotations should be submitted in the quotation box placed in front of the Office of the Judge in-charge, Nezarath Department, Haldia Court, P.O. Debhog, P.S.- Bhabanipur, Dist.- Purba Medinipur, pin- 721657 by 4.30 pm on 14-02-2025 and should be properly signed and stamped. The Office of the Judge in-charge, Nezarath Department, Haldia Court, Purba Medinipur 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 others 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 Judge in-charge, Nezarath Department, Haldia Court, Purba Medinipur may award the contract to the suppliers whose quotation has been determined to be substantially acceptable and who has quoted the lowest evaluated price. However, the Judge in-charge, Nezarath Department, Haldia Court, Purba Medinipur is not bound to accept the lowest bid. The Judge in-charge, Nezarath Department, Haldia 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.
8. The Company / Firm should have GST, PAN, Andhar and Bank account (Proof of be enclosed)
9. The Judge in-charge, Nezarath Department, Haldia Court, Purba Medinipur reserves the right to cancel this tender at any point of time without assigning reason thereof.
10. The payment will be made to the supplier on basis on presentation of bill, on the rates approved by this judgeship to Judge in-charge, Nezarath Department, Haldia Court, Purba Medinipur.

(Part-II other conditions)

1. In all matters of any dispute relating to this contract, the decision of the Judge in- charge, Nezarath Department, Haldia Court shall be final.
2. This Office reserves the right to renew the contract, on same terms, conditions and rates, for such period as it may deem necessary taking into account of the services rendered during the contract period.
3. Upon selection of quotation, concerned supplier would have to supply 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.

01.	Xerox Paper Legal (Copy Power)	3pkt(30 Rim)
02.	Busket	15 pcs
03.	Two Face Pen	50 pcs
04.	Four flod Cover File	50 pcs
05.	Cellow Tape Big	20 pcs
06.	DFC Paper (Good quality)	5 Rims
07.	Towel (Big) (Good quality)	10 pcs
08.	Hand Towel	10 pcs
09.	Xerox Paper A4 (Copy Power)	5 pkt.
10.	Nepthalin	25 pkt.
11.	Hand Wash (with container) (Dettol /Savnl)	10 pcs
12.	Duster(Cloth)	24 pcs
13.	Envelope (Small) 6"X4"	2000pcs
14.	Febi Stick	20 pcs
15.	Stamp pad (Big)	15 pcs
16.	Envelope Big 15"X10"	200 pcs
17.	Pencil cutter	1 pkt
18.	Eresar	1 pkt
19.	Whitener	20 pcs
20.	Judgement Paper	1pkt.
21.	Table Cloth	30 mitre
22.	Wiper	10 pcs
23.	Big Iron Rack	7 pcs

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Nazir is directed to circulate this tender notice for display in the office notice board of this Court , District Judge's Court and Contai S.D. Civil Court including the official website of this Judgeship.

Inform.

Sd/-
(Mrs. Bristi Bardhan)
Judge in-charge, Nezarath Department,
Haldia, Purba Medinipur.