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OFFICE OF THE JUDGE-IN-CHARGE OF NEZARATH DEPARTMENT
SUB-DIVISIONAL CIVIL JUDGE'S COURT
CONTAI: PURBA MEDINIPUR

No. 08 **Date 14.02.2025**

Notice inviting Quotation vide resolution dated 20.01.2025 of the Purchase Committee, Sub-divisional Court, Contai following the Order no. 1 dated 10.02.2025 of the said Purchase Committee

Sealed Quotations are invited from solvant, bonafide and willing suppliers/venders for supplying the following stationery articles etc. urgently for smmoth functioning of the Sub-Divisional Civil Court Establishment as per the following terms and conditions.

TERMS AND CONDITIONS

1. The sealed Quotations should submit in the quotation box placed in front of the Office of the Nezarath Department, Sub-Divisional Civil Judge's Court, Contai, Purba Medinipur, PIN 721401 by 2 p.m on or before 24.02.2025 and these will be opened on that day at 4 p.m. The Quotations should be properly signed and stamped. The office of the Nezarath Department, Sub-divisional Civil Judge's Court, Contai 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 stationery articles for which quotations have been invited inclusive of all applicable charge, taxes, duties and levies etc.

3. Conditional quotations will not be considered.

4. Willing suppliers/venders submitting quotations should specify the address of its office and its Phone/Mobile numbers, if available, for the purpose of quick commucation in the event of urgency.

5. The Judge-in-charge, Nezarath Department, Sub-divisional Civil Judge's Court, Contai, Purba Medinipur may award the contract to the supplier whose quotation would be determined to be substantially acceptable and who has quoted the lowest evaluated price. However, the Judge-in-charge of Nezarath Department , Sub-divisional Civil Judge's Court, Contai, Purba Medinipur is not bound to accept the lowest bid. The Judge-in-charge of Nezarath Department, S.D.Civil Judge's Court, Contai, Purba Medinipur reserves the right to accept or reject any or all quotations and to cancel the process at any time prior to award of contract for any reason whatsever.

6. Upon selection of the quotation, concerned supplier would have to supply stationery articles and etc. strictly according to the description/markets type /specification provided in the instant notice, in case of any deviation from this and any default regarding this on the part of selected suppliers, the administration of this court may take any or all such actions against the suppliers as it may considered appropriate.

Nazir is directed to circulate the Tender Notice to display in the office Notice Board of District Judge's Court, Tamluk, Nezarah Department of Contai and Haldia Court including the Official website of the Judgeship of Purba Medinipur.

Nazir, District Judge's Court, Purba Medinipur at Tamluk is requested to publish this tender in the Official Website of the Judgeship of District Court, Purba Medinipur.

Monila Bhutia

(Monila Bhutia)
Judge in-charge, Nezarath Deptt.,
Sub-Divisional Civil Court,
Contai, Purba Medinipur

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OFFICE OF THE JUDGE-IN-CHARGE OF NEZARATH DEPARTMENT,
SUB-DIVISIONAL CIVIL JUDGE'S COURT, CONTAI
Contai: Purba Medinipur

No 31 (V) **Date** 14.02.25

Copy forwarded to :

1. The Judge in-charge, Nezarath Department, District Judge's Court, Purba Medinipur at Tamluk

2. Nezarath Department, Contai/ Haldia , Purba Medinipur

Monila Bhutia

(Monila Bhutia)
Judge in-charge, Nezarath Deptt.,
Sub-Divisional Civil Court,
Contai, Purba Medinipur

OFFICE OF THE PURCHASING COMMITTEE, CONTAI, PURBA MEDINIPUR

Sl. No.	List of Stationery Articles & Make/Type/Brand	Quantity
1.	DFC Paper (Andhra 10.4 kg.)	25 Rim
2.	Legal Papers (75 GSM Copy Power/Korex)	200 Rim
3.	A4 Papers (75 GSM Copy Power/Korex)	50Rim
4.	Judgement Paper (80 GSM Copy Power/JK)	50 Rim
5.	Water Sponge (Good Quality)	30 Piece
6.	Marker Pen (Super Jumbo) (Black & Blue)	(25 + 25) = 50 piece
7.	Mosquito oil with machine (Good Knight)	30 piece
8.	Two Faced Pen (Good Quality)	50 piece
9.	Phynile (White) (Nymile)	50 bottle
10.	Phynile (Black) (Haturi)	50 bottle
11.	Handwash (Lifebuoy / Dettol)	50 piece
12.	Stamp Pad (Big) (Korex 109m X 67m)	100 piece
13.	Alpin	Nil
14.	Towel (Small) (Good Quality)	40 piece
15.	Towel (big) (Good Quality / Mafatlal)	40 piece

contd.....

Sl. No.	List of Stationery Articles & Make/Type/Brand	Quantity
16.	Pencil Battery (Duracell)	50 piece
17.	Room Freshner (Godrej Asia)	50 piece
18.	Cover File (Eagle)	200 piece
19.	Envelope (Big / Brown -25 cm X 11 cm)	6000 piece
20.	Envelope (Medium / Brown - 21 cm X 9 cm)	5000 piece
21.	Envelope (Small / Brown)	2000 piece
22.	Envelope (Large / Cloth – $16^{1/2}$ X $11^{1/2}$)	200 piece
23.	Knife (Stainless Steel No. 305)	Nil
24.	Napthaline (Bengal Chemical)	Nil
25.	Wax	Nil
26.	Whitener (Korex)	50 piece
27.	Cellotape (Good Quality – 1 inch)	100 piece
28.	Herpic	50 piece
29.	Pencil 2B - Nataraj)	3 box
30.	Black Pen (Elcos)	500 piece

Contd....

Sl. No.	List of Stationery Articles & Make/Type/Brand	Quantity
31.	Red Pen (Elcos)	500 piece
32.	Blue Pen (Elcos)	500 piece
33.	Jute	30 kg.
34.	Duster (Good Quality)	200 piece
35.	Gum Tube (Big-200 ml. & Small – 100ml - 50 each)	100 piece
36.	Tag (Good Quality – 12 inch)	30 pack
37.	Big Register (24 no.)	50 piece
38.	Small Register (16 No.)	50 piece
39.	Refill (Black & Red)	200 piece
40.	Table Cloth (Good Quality)	100 metre
41.	Wall Clock (Ajanta)	20 piece
42.	Lock & Key (Navtal / Ramson – 7 Lever)	15 piece
43.	Bucket (Good Quality - Nilkamal)	20 piece
44.	Mug (Nilkamal)	20 piece
45.	National Flag (Big - Good Quality)	36 piece

Monila Bhutia

(Monila Bhutia)
Judge in-charge, Nezarath Deptt.,
Sub-Divisional Civil Court,
Contai, Purba Medinipur