OFFICE OF THE CIVIL JUDGE JUNIOR DIVISION 2ND ADDITIONAL COURT
CONTAI: PURBA MEDINIPUR

No : 01 Date : 17-02-2025

Notice inviting Quotation vide resolution dated 20.01.2025 of the Purchase Committee, Sub-divisional Court, Contai following the Order no. 03 dated 10.02.2025 of the said Purchase Committee

Sealed Quotations are invited from solvent, bonafide and willing suppliers/tenders for supplying the following stationery articles etc. urgently for smooth functioning of the Civil Judge (Jr. Divn.),2nd Additional Court, Contai 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 Civil Judge (Jr. Divn.),2nd Additional Court, Contai Purba Medinipur, PIN 721401 by 2 p.m on or before **27.02.2025** and these will be opened on that day at 4 p.m. The Quotations should be properly signed and stamped. The office of the Civil Judge (Jr. Divn.),2nd Additional 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/tenders submitting quotations should specify the address of its office and its Phone/Mobile numbers, if available, for the purpose of quick communication in the event of urgency.

5. The Civil Judge (Jr. Divn.),2nd Additional 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 Civil Judge (Jr. Divn.), 2ND Additional Court, Contai, Purba Medinipur is not bound to accept the lowest bid. The Civil Judge (Jr. Divn.),2nd Additional 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 whatever.

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, Nezarath 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.

Sd/-
(Madhumaitri Mukhopadhyay)
Civil Judge (Jr. Divn.), 2nd Additional Court,
Contai, Purba Medinipur

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OFFICE OF THE CIVIL JUDGE JUNIOR DIVISION 2ND ADDITIONAL COURT
CONTAI: PURBA MEDINIPUR

No : 33/37. Date : 17-02-2025

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

Madhumaitri Mukhopadhyay
(Madhumaitri Mukhopadhyay)
Civil Judge (Jr. Divn.), 2nd Additional Court,
Contai, Purba Medinipur
Civil Judge (Jr. Divn.)
2nd Addl. Court, Contai

OFFICE OF THE PURCHASING COMMITTEE, CONTAI, PURBA MEDINIPUR

Sl. No.	List of Stationery Articles & Make/Type/Brand	Quantity
1.	Legal Paper	24 Packet
2.	A4 Paper	14 Packet
3.	Duster Cloth	30 Pieces
4.	Big Envelope	50 Pieces
5.	Jute Ropes	5 K.g.
6.	D.F.C. Paper	1000 Pieces
7.	Judgement Paper	15 Packet
8.	Tag	20 Packet
9.	Black Pen	120 Pieces
10.	Red Pen	70 Pieces
11.	Black Refill	10 Packet
12.	Red Rifill	10 Packet
13.	Steno Book	24 Pieces
14.	Diary	3 Pieces
15.	Cause List	3 Pieces

Contd.....

Sl. No.	List of Stationery Articles & Make/Type/Brand	Quantity
16.	Suit Register	4 Pieces
17.	Cover File	15 Pieces
18.	Medium Envelope	500 Pieces
19.	Clip Cover File	5 Pieces
20.	Big Towel	7 Pieces
21.	Table Cloth	5 Pieces
22.	Stapler	04 Pieces
23.	Stapler Pin Small	2 Box
24.	Gum	6 Pieces
25.	Cello Tap	20 Pieces
26.	Ink Pad	12 Pieces
27.	Good Night	6 Pieces
28.	Stapler Pin Big	2 Box
29.	Knife	3 Pieces
30.	Paper weight	5 Pieces

Contd....

Sl. No.	List of Stationery Articles & Make/Type/Brand	Quantity
31.	Foran	12 Pieces
32.	Scissors	3 Pieces
33.	Scale	5 Pieces

(Madhumaitri Mukhopadhyay)
Civil Judge (Jr. Divn.), 2nd Additional Court,
Contai, Purba Medinipur

Civil Judge (Jr. Divn.)
2nd Addl. Court, Contai