OFFICE OF THE ADDITIONAL CHIEF JUDICIAL MAGISTRATE, CONTAI, PURBA MEDINIPUR.

No. 101 Dated. 18/11/25

Notice inviting Tender dt. 18/11/25

Sealed quotations are invited from all willing suppliers for supplying following stationary articles 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 Additional Chief Judicial Magistrate, Contai, Purba Medinipur, PO and PS- Contai, pin- 721401 by 4.30 P.M. on 27/11/25.

Terms & Conditions

1. Quotations should be submitted in the quotation box placed in front of the Office of the A.C.J.M., Contai , P.O. and P.S.- Contai Pin- 721401 by 4.30 pm 27/11/25 and should be properly signed and stamped. The office of the Additional Chief Judicial Magistrate, 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 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 Additional Chief Judicial Magistrate, Contai 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 A.C.J.M., Contai is not bound to accept the lowest bid. The A.C.J.M., Contai 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, Aadhar and Bank account (Proof of be enclosed)

9. The A.C.J.M., Contai 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 A.C.J.M., Contai.

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(Part-II other conditions)

1. In all maters of any dispute relating to this contract, the decision of the A.C.J.M., Contai shall be final.
2. This office reserves the right to renew the contract, on same terms, conditions and rates, for such period as it any 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.

Quotations are invited from different authorized dealer / suppliers in regard to the following stationary articles.

Sl. No	Articles		Sl. No.	Articles	
1.	Judgement Paper ---	50 packet	9.	Alpin ---	20 boxes
2.	D.F.C Paper --- rim	10	10	Gems clip ---	20 boxes
3.	Legal paper ---	200 packet	11.	Stappler (10 nos.) ---	24 pcs
4.	A4 Paper --- packet	100	12	Stappler pin (10 nos.) ---	50 boxes
5.	Steno Book (Eagle) ---	100 pcs	13.	Botkin (6") ---	24 pcs
6.	Cover file (4 fold) ---	150 pcs	14.	Phenyle (White) - 1 litre ---	30 bottles
7.	Duster (Cotton) ---	60 pcs	15.	Phenyle (Black) - 1 litre ---	30 bottles
8.	Cloth Envelope (18"x12") ---	250 pcs	16.	Cello tape (1") ---	40 pcs
17.	Brown Envelope (11"x5") ---	2000 pcs	24.	Pencil Battery ---	50 pcs.
18	Brown Envelope (11"x4") ---	5000 pcs	25.	Wax (gala) ---	24 Packets
19.	Brown Envelope (5"x4") ---	3000 pcs	26.	Register – 24 nos.{(Ruled) Rexine bound} ---10	
20	Stamp Pad- Camel ---	50 pcs.	27.	Register – 12 nos.{(Ruled) Rexine bound} --- 12	

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	(15.7cm x 9.6cm)		
21.	Pad Ink (700ml) --- 15 bottles	28.	Register – 16 nos.{(White) Rexine bound} --- 12
22	Fevi Gum tube (50 ml) --- 50 tubes	29.	Register -12 nos.{(White) Red cloth bound} --- 2 pcs.
23.	Fevi Gum tube (200 ml) --- 30 tubes	30.	Register – 10 nos.{(Red Cloth-full scape) White bound} --- 10

Sl. No.	Articles	
31.	Order Book WBF No. 46 with White bound} ---	06 pcs.
32.	Letter Issued Register(WBF No. 19 with White bound} ---	10 pcs.
33.	Letter Received Register(WBF No. 16 with White bound} ---	10 pcs.
34	Scissors (Big)	12 pcs
35	Chargable Torch Ligh	01 ps
36.	Tag ---	60 bundles
37.	All Out Machine ---	12 pcs.
38	All Out Oil ---	30 pcs.
39	Table cloth (6' x 4')---	15 pcs
40.	Paper Weight ---	40 pcs.
41.	Jute (Sutli) ---	10 kg
42.	Lock with Key (65 mm) ---	10 pcs.
43.	Lock with Key (45mm) ---	10 pcs.
43.	Water spong ---	20 pcs.
44.	Muriatic Acid for latrine ---	10 litre
45.	Harpic (500ml) ---	20 pcs.

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46.	Naptholin	3 kg.
47.	Plastik Bucket (Medium)	20 pcs.
48.	Carbon Paper	1 packet.
49.	Use & Throw Pen (Black)	350 pcs
50.	Use & Throw Pen (Red)	200 pcs
51.	Two in One both side Pen	30 pcs
52.	Knife (Steel) – 6" ---	15 pcs
53.	Cartidge (12A) for printer	10 pcs
54.	Cartidge (88A) for printer	20 pcs
55.	Broom	05 pcs
56.	Whitener	06 pcs
57.	Waste paper basket	10 pcs
58.	Dustbin	20 pcs
59.	Hand wash	15 pcs
60.	Room freshner	15 pcs
61.	Mug (2 litre)	18 pcs
62.	Thread ball	6 pcs
63.	Hand towel	30 pcs
64.	Bone china tea set	8 set
65.	Rice Plate	8 set
66.	Quarter plate	8 set
67.	Glass	36 pcs

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68.	Bleaching powder	15 kg.

Clerk-In-Charge is directed to circulate this tender notice for display in the office notice board of this Court , District Judge's Court, Tamluk and Haldia and Contai Civil Court including the official website of this Judgeship.

Inform.

(Anindya Sen)
Additional Chief Judicial Magistrate,
Contai, Purba Medinipur.

Office of the Additional Chief Judicial Magistrate,
Contai, Purba Medinipur

Memo No. 1823 (4) Date 18/11/25

Copy forwarded to :-

1. The Judge-In-Charge, Nezarath Department, Dist. Judge's Court, Purba Medinpur
2. The Judge-In-Charge, Nezarath Department, Contai.
3. The Judge-In-Charge, Nezarath Department, Haldia
4. The System Assistant, District Judge's Court, Purba Medinpur is directed to upload this Tender notice in the official website of the District Judge's Court, Purba Medinipur for wide publication.

(Anindya Sen)
Additional Chief Judicial Magistrate,
Contai, Purba Medinipur

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