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

No. 62 Date 17.11.2025

Notice inviting Quotation vide resolution dated 10.11.2025 of the Purchase Committee, Sub-divisional Court, Contai.

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 26.11.2025 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)
Judge in-charge, Nezarath Deptt.,
Sub-Divisional Civil Court,
Contai, Purba Medinipur

Judge- In Charge Nezarath
Sub-Divisional Civil Court, Contai

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

No 127(2) **Date** 17.11.25

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

Judge- In Charge Nezarath
Sub-Divisional Civil Court, Contai

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

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

contd.....

Sl. No.	List of Stationery Articles & Make/Type/Brand	Quantity
15.	Pencil Battery (Eveready Red)	50 Pcs
16.	Room Freshner (Godrej Asia)	50 Pcs
17.	Cover File (Eagle)	200 Pcs
18.	Envelope (Big / Brown -25 cm X 11 cm)	3000 Pcs
19.	Envelope (Medium / Brown - 21 cm X 9 cm)	2000 Pcs
20.	Envelope (Small / Brown)	1000 Pcs
21.	Envelope (Large / Cloth – $16^{1/2}$ X $11^{1/2}$)	200 Pcs
22.	Napthaline (Bengal Chemical)	5 kg
23.	Whitener (Korex)	50 Pcs
24.	Cellotape (Good Quality – 1 inch)	100 Pcs
25.	Herpic	50 Pcs
26.	Pencil 2B - Nataraj)	3 boxes
27.	Black Pen (Elcos)	500 Pcs
28.	Red Pen (Elcos)	500 Pcs
29.	Blue Pen (Elcos)	500 Pcs
30.	Jute	30 kg.
31.	Bodkin	36 Pcs
32.	Paper Weight	50 Pcs

contd.....

Sl. No.	List of Stationery Articles & Make/Type/Brand	Quantity
33.	Duster (Good Quality)	200 Pcs
34.	Gum Tube (Big-200 ml. & Small – 100ml - 50 each)	100 Pcs
35.	Tag (Good Quality – 12 inch)	30 pack
36.	Big Register (24 no.)	50 Pcs
37.	Small Register (16 No.)	50 Pcs
38.	Wall Clock (Ajanta)	20 Pcs
39.	Lock & Key (Navtal / Ramson – 7 Lever)	45 Pcs
40.	Bucket (Good Quality - Nilkamal)	20 Pcs
41.	Mug (Nilkamal)	20 Pcs
42.	National Flag (Big - Good Quality)	36 Pcs
43.	Table Cloth	100 Meter
44.	Refill (Black + Red)	200 Pcs
45.	Table Glass	5Pcs
46.	Stand Fan (big)	2 Pcs
47.	Iron Rack (Big)	4 Pcs

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

Judge-in-Charge Nezarath
Sub-Divisional Civil Court, Contai