OFFICE OF
THE DISTRICT LEGAL SERVICES AUTHORITY, KAMRUP
Dist. & Sessions Judge's Court Campus, Amingaon.

सत्यमेव जयते

Notice Inviting Quotation.

Sealed quotations affixing Court Fee Stamp of Rs. 8.25/- only (Non Refundable) are hereby invited from registered local firms for supplying (1) Stationery Articles, (2) Electrical Articles, (3) Miscellaneous Articles for the financial year 2026 – 2027 as per list enclosed. The Quotations should be addressed to the Chairman, District Legal Services Authority, Kamrup, Amingaon and should be submitted to the office of the undersigned **on or before 4 pm of 04-07-2026**.

Quotation received beyond the given date and time will not be accepted.

General Terms and Conditions.

1) The quotation shall be submitted by intending firms in a closed envelope and the envelope containing the quotation is to be super scribed as "Quotation for .....)". The Quotation is to be submitted along with the following documents :-
   a) Self attested photo copy of latest Registration Certificate of the firm.
   b) Self attested photocopy of Trade Tax Return of Last Financial Year i.e. 2025-2026.
   c) Bank Account detail of the firm. (preferably SBI or any other nationalized bank).
   d) Copy of GST registration certificate.
2) The quotation may be submitted to the office of the undersigned during office hours on all working days till the last date fixed for this purpose. The quotation may be submitted by hand or through ordinary post. However, the undersigned shall not be responsible for any postal delay or loss of the article.
3) It is preferred that the firm should have an established shop dealing in Stationery/Electrical / Miscellaneous items. Detail of the shop is to be furnished along with the quotation for verification.
4) Rate should be quoted both in words and numerical figure with and without GST separately.
5) Rate quoted for each item will be final and no deviation shall be allowed for the same during the contract period.
6) The bidder shall quote rate against the specified **brand name** and s**ize, weight, quantity** etc. (where applicable) of the articles as per list appended herewith.
7) The articles will be purchased as per requirement and same shall have to be delivered to the **Office of the undersigned** as directed by the office of the undersigned, whenever necessary immediately.
8) The bills shall be cleared subject to availability of fund.
9) In case of violation of the terms and conditions of the quotation or unsatisfactory supply of materials or supply of poor quality items, the undersigned reserves the right to terminate the contract forthwith.
10) The decision of the undersigned in all respect shall be final and binding.
11) The list of articles enclosed with this notice is only illustrative and not exhaustive.

Sd/- Shri Aditya Hazarika

District & Sessions Judge-Cum-Chairman
District Legal Services Authority
Kamrup, Amingaon.

Memo No. DLSA/KA/2026/1773-1776 Dated Amingaon, the 19th of June, 2026.

Copy to :

1. The District Information and Public Relation Officer, Kamrup, Amingaon with a request to arrange the wide circulation of this notification incurring expenditure from his office.
2. The System Officer, Kamrup District Judiciary, Amingaon with a request to upload this notice along with the list of articles on the website of the District Judiciary, Kamrup under heading of **"Notice Inviting Quotations for supplying Stationery Articles to the Office of the District legal Services Authority, Kamrup, Amingaon "**
3. Office Notice Board of the District Judiciary, Kamrup, Amingaon.
4. Office File.

District & Sessions Judge-Cum-Chairman
District Legal Services Authority
Kamrup, Amingaon.

District & Sessions Judge-cum-Chairman
District Legal Services Authority,
Kamrup, Amingaon.

List of Articles

Sl. Nos.	Name of the Items	Brand Names	Per Unit	Rate (in Rs.) without GST	Rate (in Rs.) With GST
1	Paper Foolscap (Legal)	J.K. Copier	Carton		
2	Paper A4	J.K. Copier	Carton		
3	Pen :				
(i)	Pilot V7 (Refillable)				
(ii)	Fountain Pen	Parker / Flair			
(iii)	Ball Pen (Blue, Black, Red)	Flair			
(iv)	Gel Pen(Blue, Black, Red)	Flair			
(v)	Both Faced Ball Pen (Blue & Red)				
4	Ink Pot (Blue / Black)	Parker			
5	Refill for above {3 (i), (iii), (iv) & (v)}				
6	Pencil	Apsara/Classmate			
7	Pencil Sharpener	Apsara/Classmate			
8	Eraser (Rubber)	Apsara/Classmat)			
9	Correction Pen	Kores			
10	Marker Pen (C.D. Marker) Big Nib	Kores			
11	Marker Pen Small Nib				
12	Highlighter				
13	Page Marker (Flag)				
14	Scissors Medium (for paper and cloth) Stainless Steel.				
15	Knife Medium (for paper and cloth) Stainless Steel.				
16	Paper Puncture				
17	Stapler Big 24	Kangaro			
18	Stapler Small 10	Kangaro			
19	Stapler PIN No. 24	Kores			
20	Stapler No.10	Kores			
21	Glue Stick (Medium)	Fevistik			
22	Envelop Big (A4) size (Plastic Coating)				
23	Envelop Big (A4) size (Cloth Coating)				
24	Envelope (Big) for Letter				
25	Envelop (Small) for Letter				
26	Title Page for Case Record (in Foolscap size) (White & Red)				
27	Paper Tray (Plastic)				
28	Dustbin (Waste Paper bin)				
29	Cotton Tag (Best Quality) 8"				
30	Alpin 'T' shaped				

31	Pin Cushion (Magnetic)				
32	Ribbon (White, Red)				
33	File Hard Board (Best Quality)				
34	File Cover (Best Quality)				
35	Four Fold File (Best Quality)				
36	Guard File (Best Quality)				
37	Spring File (Best Quality)				
38	Paper Clip (Steel)				
39	Paper Clip (Plastic)				
40	Stick File (Transparent)				
41	Scale 1 Foot	Camlin/Classmate			
42	Damper (Note Grips)				
43	Damper (Water Sponge)				
44	Cello Tape (size 3",2" and 1")				
45	Double Faced Tape				
46	Cello Tape Dispenser				
47	Binder Clip (Big & Small)				
48	Stamp pad (Violet/Purple)	Selection / Faber-Castell			
49	Stamp Pad Ink (Violet/Purple)	Kores			
50	Office Seal :- (synthetic)				
(i)	Round seal with National Emblame (Ashok Stambh)				
(ii)	Straight Line				
51	Bodkin				
52	Steno Note Book (Best Quality)				
53	Pen Stand (Best Quality)				
54	Paper Weight (Flat)				
55	Table Top (Standard/Best Quality)				
56	Markin Cloth (Red)				
57	Rope (Jute & Plastic)				
58	Sutli				
59	Ragzin Cloth (Table Cloth) Best Quality				
60	Door Mate (Cotton)				
61	Door Mate (Coconut)				
62	Door Mate (Synthetic/Plastic)				
63	Dustbin with Lid (Big Size) for Outdoor				
64	Dustbin with Lid (Small Size) for Indoor				
65	Plastic Bag for Dustbins				
66	Calculator (medium)	Casio			
67	Calling Bell (Wireless) Rechargeable	Havells/ Anchor			
68	Wall Clock (Sweep)	Ajanta/ Orpat			
69	Pencil Battery AA size	Eveready/Duracell			
70	Pencil Battery AAA size	Eveready/Duracell			
71	Pencil Battery 23A size				
72	Calculator's Battery				
73	Torch Light (Three Batteries)	Eveready			
74	Torch Light Battery	Eveready Red			
75	Extension Stick/Bar of 4 sockets for computer	Anchor			
76	Extension Board (Multi Socket)	Anchor			
77	LED Bulb 9 & 12 Watt	Orient/Syska/Bajaj			

78	LED Tube Light	Orient/Syska/Bajaj			
79	Tube Light	Bajaj/Philips			
80	Ceiling Fan	Bajaj/Orient/Polar			
81	Stand Fan	Usha/Orient/Bajaj			
82	Room Heater (Double Candle)	Bajaj/Usha/Havells			
83	Exhaust Fan (Good Standard)				
84	Capacitor of Ceiling Fan				
85	Inverter Battery	Amaron/Exide/luminous			
86	Inverter Machine	Microtek/Luminous			
87	Inverter Trolley (Best Quality)				
88	Distilled Water				
89	Electric Cattle 1 and 1½ Ltr	Bajaj/Prestige			
90	Water Purifier	Kent/ Aquaguard			
91	Tuni Light (Jig-Jag Light)				
92	Jig-Jag Pipe Light				
93	Copper Wire 2 and 2.5 mm				
94	Panel Light 2X2 Tube Light				
95	Electronic Ballast (FEBP3/414 TL-5 HE)				
96	Black Tape				
97	Assamese Fulam Gamocha (Silk) Best Quality				
98	Assamese Fulam Gamocha (Cotton) Best Quality				
99	Fulam Japi (Various sizes)				
100	Sharai (Handmade) Various sizes				
101	Dhupdani (Brass) Big size				
102	Big Round Tray (Brass/Copper)				
103	Towel (Big) White	Bombay Dying			
104	Towel (Big) Colour	Bombay Dying			
105	Hand Towel (Good Quality)				
106	Coat Hanger				
107	Coat Stand				
108	Curtain (Door) Best Quality				
109	Curtain (Window) Best Quality				
110	Curtain Stick/Bar/Stand				
111	Curtain Stand Bracket				
112	Cushion for Chair	Sleepwell / Kurlon			
113	Cushion Cover (Best Quality)				
114	Hand Sanitizer	Lifebuoy			
115	Hand Sanitizer (Alcohol Based) 100ml, 500 ml and 5 Ltrs	Lifebuoy / Khadi			
116	Paper Soap				
117	Room Freshener	Rajanigandha/Rose/Toby/ Jasmine			
118	Disinfectant Spray	Dettol / Savlon			
119	Car Perfume	Godrej / Odonil			
120	Odonil (packet) for bathroom				
121	Hand Wash (Liquid)	Dettol / Savlon /Lifebuoy			
122	Soap	Lux/ Savlon /Lifebuoy			
123	Soap Case				
124	Face Mask (cloth)				
125	Face mask (Disposable)				
126	Surgical Hand Gloves				
127	General hand Gloves (Rubber)				

128	National Flag (Tricolour) 4'X6' (Khadi)				
129	National Flag (Tricolour) 3'X4.5' (Khadi)				
130	National Flag (Tricolour) Small / Car Flag (Khadi)				
131	Flag Stand for Car				
132	Flag Hoisting Rope				
133	Cartridge for Xerox machine (NPG 59 Canon)				
134	Cartridge for laser printer Compatible to :-				
(a)	HP Laser 108a				
(b)	HP LaserJet 1020 Plus				
(c)	HP LaserJet M1136MFP				
(d)	HP Smart Tank 580				
135	Pen Drive 64 GB (Non-Metal Body)	Transcend / Sandisk			
136	Mouse Pad				
137	Bamboo Broom (Short and Long Handle)				
138	Coconut Broom				
139	Phul Jharu				
140	Phul Jharu for Car				
141	Car Broom				
142	Wipers				
143	Mop				
144	Toilet Brush				
145	Phenyl (White)				
146	Phenyl (Red/Black)				
147	Chitranala				
148	Bleaching Powder				
149	Collin				
150	Lizol				
151	Spirit (for cleaning purpose)				
152	Naphthalene				
153	Toilet Paper				
154	Harpic (Blue)				
155	Harpic (Red)				
156	Vim (Liquid)				
157	Bucket (plastic) Big & Medium	Milton			
158	Mug (Plastic) Best Quality				
159	Bucket Plastic				
160	Cup & Saucer Set (Laopala/Bone China)				
161	Drinking Glass Set	Borosil/Cello/Milton			
162	Glass Lid	Milton			
163	Quarter Dish Set	Borosil/Cello/Milton			
164	Tea Spoon (Stainless Steel) Best Quality				
165	Table Spoon (Stainless Steel) Best Quality				
166	Fork (Stainless Steel) Best Quality				
167	Dinner Set (Laopala / Bone China)	Borosil/Cello/Milton			

168	Tray (Stainless Steel) Big & Medium				
169	Tray (Plastic) Big & Medium				
170	Water Jug (Stainless Steel) Best Quality				
171	Thermo Flask 1 and 1½ Ltr.	Milton/Cello			
172	Napkin/Tissue Paper (Best Quality)				
173	Dining Mate				
174	Scotch Brite (Scrubber)				
175	Scotch Brite (Dish Wash)				
176	Mosquito Repellent Machine	Goodnight			
177	Mosquito Repellent Liquid	Goodnight			
178	Mosquito Repellent Coil	Goodnight			
179	Mouse Trap (Steel) Medium Size				
180	Incense Stick	Kesar Chandan / Cycle (Godhuli)			
181	Safety Match Box				
182	Candle (white)				
183	Screw Driver Set (Small & Medium)	Taparia			
184	Tester (Small & Medium)	Taparia			
185	Pliers (Small & Medium)	Taparia			
186	Hammer (Medium) with Nail Remover				
187	Spade (Kor) Medium with handle	TATA			
188	Dao				
189	Billhook *(Kataari)*				
190	Vehicle Tyre (Bolero)	MRF/CEAT/JK			
191	Vehicle Battery (Bolero)	Amaron/Exide			
192	Vehicle Wheel Cover (TATA Indigo)				
193	Vehicle Wiper Blade (TATA Indigo)				
194	Coolant				
195	Ruled Copy Book (Hard Binding and Short) (As Peon Book)	(Classmate)			
196	Ruled Binding Register (No. 10)	Bonus			
197	Ruled Binding Register (No. 12)	Bonus			
198	Ruled Binding Register (No. 20)	Bonus			
199	Ruled Binding Register (No. 30)	Bonus			
200	Cash Book				
201	Attendance Register				
202	Index File				
203	Punching				
204	Peon Book				
205	Copper Wire				
206	Presto Board				
207	Switch				

208	Socket				
209	Plastic Chair (Good Quality)				
210	Work Table				
211	Aquaguard Servicing				
212	Aquaguard filter				
213	UPS (Good Quality)				
214	Printer (Good Quality)				
215	Scanner (Good Quality)				
216	Lock and Key (Good Quality/Godrej)				
217	Name plate				
218	Anti virus				
219	Tea dispenser 3 lits				
220	External Drive				
221	Art brush				
222	Basin Cleaning brush				
223	Notice Board				
224	Transparent Folders				
225	Table Tray (Plastic)				
226	Flower Vase				
227	Flowers (Plastic)				
228	Tea Coaster				
229	Wet wipes				
230	Bleaching Powder				
231	Ribbon Tape white				
232	Foot rest				