2026-2027

OFFICE OF THE DISTRICT & SESSIONS JUDGE, KAMRUP , AMINGAON

NOTICE INVITING TENDER

Sealed quotations affixing Court fee stamps of Rs. 8.25 (Non-refundable) are hereby invited in pursuant to the provision of the Government of Assam Office Memorandum Vide No E-785522/ 21st May, 2026 from interested local Firm / dealers for rate contract and supplying the stationery and other items on urgent basis for the day to day functioning of the courts in the establishment of district and sessions judge, Kamrup,Amingaon for FY 2026-27 as per the description and specification as mentioned in the annexure attached herewith.

B. **Submission of Quotation** :-

1. The quotation in sealed cover should be sent to the office of the District Sessions Judge, Kamrup, Amingaon, Assam by post or by hand delivered.

2. Interested Registered firms/Enterprise must submit their quotation in sealed covers as per the format given herewith as Annexure. The sealed cover of the bid should be superscripted as " URGENT SUPPLY OF STATIONEY AND OTHER ITEMS FOR THE ESTABLISHMENT OF DISTRICT AND SESSIONS JUDGE, KAMRUP, AMINGAON FOR FY 2026-27".

3. The quotation in sealed cover containing the financial bids must reach the designated office on or before 4 P.M dated 28.07.2026

4. The received bids shall be opened in this office on a fixed date in the presence of the purchasing committee. All the bidders may remain present either in person or through authorized representative on aforementioned date and time in the office of the undersigned,

5. Incomplete quotation or bids not accompanied with the requiring supporting documents or quotation without sealed envelope shall be summarily rejected without assigning any reason and without any communication.

6. This office shall reserve the right to reject any bid without assigning any reasons if there appears to be reasonable and probable cause for same.

7. TDS will be deducted at the applicable rate from the contract amount.

Terms and Conditions :

The firm / Enterprise shall abide by the following terms and conditions.

1. The bidder must be a registered firm / Enterprise and must submit the necessary documents as follows.

i) Proof of Current Bank Account of nationalized Bank in the name of the firm.
ii) Trade license issued by appropriate authority.
iii) PAN Card in the name of the firm
iv) GST registration certificate.
v) Any other documents which are required for supplying of tendered items to the Govt. Office.

District and Sessions Judge
Kamrup, Amingaon
18/7/26

2. The rates should be submitted with GST.

3. The rate quoted for each item will be final and in no hike in price shall be considered in the contract period. Further, rate quoted in the price bid should be on door delivery to this establishment.

4.Preference shall be given to Firm which has experience in dealing with supply of similar items to the Govt. Offices/ Departments.

5. The items/ articles will be supplied to the undersigned as per the order which will be issued periodically as per the requirement in compliance with the provisions laid down in Government of Assam Office Memorandum Vide No E-785522/ 21st May, 2026 . Accordingly the bidder shall have to supply the ordered items immediately and not later than 15 days of receipt of such supply order. The articles to be supplied should be of best and standard quality.

6. Payment shall be made after satisfactory execution of the order/supply of material in satisfactory condition in bill basis. The bills to be submitted within 7 days of such execution.

7. The undersigned reserves the right not to accept or reject any or all quotation in part or full and shall not be bound to accept the lowest bidder. Selection will be made on the price quoted basis of the as well as the quality of the articles to be supplied.

8. In case of violation of terms and conditions of the tender document or unsatisfactory supply of material or of poor quality and below standard, the undersigned reserves the right to terminate the supply order by giving intimation to the supplier and the risk and the cost for the damage will be sustained by the supplier.

9. The decision of the undersigned in all respect shall be final and binding.

District & Sessions Judge,
Kamrup, Amingaon.
District and Sessions Judge
Kamrup, Amingaon
18/7/26

Memo No. DJKA/ 5705-06 /2026 Date : 17/07/2026

Copy to :-

1. The System Officer, O/o- District & Sessions Judge, Kamrup, Amingaon to upload in website of this establishment.
2. Notice Board.
3. Office File

District & Sessions Judge,
Kamrup, Amingaon.
District and Sessions Judge
Kamrup, Amingaon
18/7/26

ANNEXURE

OFFICE OF DISTRICT AND SESSIONS JUDGE, AKMRUP,AMINGAON

Sl. No.	Name of Stationery articles	MAXIMUM QUANTITY REQUIRED FOR FY 2026-27	RATE QUOTED PER PIECE		
			PACK SIZE	QUOTED PRICE WITHOUT TAX	QUOTED PRICE WITH TAX
1	Photostate Paper J.K.(A-4)	72 BOX			
2	Photostate Paper J.K.(Legal)	5 PKT			
3	Steno note Book	250			
4	Pen(Red & Blue).Black(CELLO MAX WRITER)	50			
5	Parker Ink Pen	100			
6	Parker Pen refills	20			
7	Chalpark Royal Blue Ink	20			
8	Correction Pen (Whitener Pen)	50			
9	Fevi Stick (Glue Stick)	70			
10	Tag	50 BUNDLE			
11	Envelop (10x4.5)	200			
12	Envelop (Medium)	500			
13	Envelop (Big)	300			
14	Envelop Jali Bumper (16x12)	200			
15	White Ribbon(Record Binding)	100 ROLL.			
16	Alpin	30			
17	Gems Clip	30 ROLL			
18	Eveready Battery (Heavy)	10			
19	Pencil Battery AA	60			
20	AC Remote Battery AAA	60			
21	Pressure (Paper Wight)	20			
22	Stapler Machine (Small) No-10	20			
23	Stapler Machine (Big) HD 45	10			
24	Staples Pin (Small) No-10	50 PKT			
25	Staples Pin (Big) 24/06	50 PKT			
26	Cello Tap (Small) 0.5	10 ROL			
27	Cello Tap (Big) 2 INCH	15 ROLL			
28	Water Sponze (Damper)	20			
29	Stamp Pad SELECT	20			
30	Stamp Pad Ink	20			
31	Marker Pen	15			
32	Flag Mark (Colour Paper) 3 COLOUR	30 PKT			
33	Knife (Small) / Cutter	10			
34	Pen Stand 2 PEN	10			
35	Plastic Handal Poker	20			
36	Lock & Key	10			
37	Godrej Lock & Key	10			
38	Calculator 12 digit	12			
39	Dettol Hand wash 200 Ml	40			
40	Dettol Soap 75 gm	10			
41	Chitranala 100/200 ml	20			
42	Vim Gel (Basan wash) 500ml	25			

District and Sessions Judge
Kamrup, Amingaon

18/02/26

43	Phenyle White (Bengal Chemical) 500 ml	30			
44	Phenyle Black (Bengal Chemical) 500 ml	30			
45	Harpic (Black & Red) 500 gm	30			
46	Dust Bin jali 11 ltr	10			
47	Bucket Plastic. 20 ltr	10			
48	Mug 1 ltr	10			
49	Toilet Brush	20			
50	Rajani Gandha Air Freshner	15			
51	Towel (Colour ,big size)	10			
52	Towel, white Small	20			
53	Towell (White) for official Vehicle	20			
54	Colin (for Car)Glass cleaner.	15			
55	Body Polish (for car)	5			
56	Tyre Tonic Polish	5			
57	Car Broom	6			
58	Red Cloth ,Marking. 1 mtr	3 METER			
59	Marking White Cloth 1 mtr	3 METER			
60	Cup Plate(Bond china)	8 SET			
61	Water Drinking Glass Borosil	20			
62	Themo Flusk Milton 1 ltr	3			
63	Wall Clock Ajanta	6			
64	Plate Quarter(Bond China)	20			
65	Spoon (Steel)	20			
66	Dining Mat	20			
67	Foot Mat (8x3) feet.	10			
68	Colin Cleaning Spray	20			
69	LED Tube Light Bajaj	10			
70	Tube Light Bajaj	20			
71	Shock for Tube Light	20			
72	Calling Bell manual	10			
73	Electric Tea Kattle bajaj 1 ltr	6			
74	Eveready Three Battery Torch	10			
75	Printer Tonner 388 prodot/ original	30			
76	Printer Tonner (PLH 110A)	80			
77	Printer Tonner 2612 prodot	70			
78	Canon Printer Tonner (CRG 337) prodot/ original	20			
79	Tonner Cartidge 326	20			
80	Printer Tonner 278 prodot	30			
81	Toner for Photostat Machine NPG 59	10			
82	National Flag (Best Qualities) 6x4	2			
83	Copper Light (for celebration of Republic Day & Independence Day	100			
84	Helogen Light 50 watt/100 watt	5			
85	Room Heater	6			
86	Official Seal	50			
87	Bamboo Broom	10			
88	Dry Wiper (Classic)	15			
89	Floor Moper, Classic	15			
90	Plastic Tray milton big size	6			

District and Sessions Judge
Kamrup, Amingaon
18/3/16

91	Plastic Bucket 20 ltr	10			
92	Scissor (Keshi)	10			
93	Calling Bell cordless	10			
94	Pencil H.R(wooden Apsara).	50 PKT			
95	Plastic BAg for dustbin BIG SIZE	40 PKT			
96	Desk Board perfume for car.	5			
97	Rope for National Flag	2 PC			
98	Fool Jaru	20			
99	Coconut Jaru	20			
100	Tisue paper	5 PKT			
101	Gum (Liquid) 500 gm	10 BOTTLE			
102	Tea Flusk Milton 1 ltr	4 PC			
103	Sticky Note pad 3x3 BIG	40 PKT			
104	Liquid Dettol 500 ml	10			
105	Bleaching powder 500 gm	20 PKT			
106	ACid (Moriatic) 500 ml	20			
107	Box File (CA file)	20 PC			
108	Punching Machine(Kangaru)	20 PC			
109	Candle (Mom) Big size. 6 pc	5 PKT			
110	Towel white big chair	30			
111	Sanitizer 500ml(Handuser C)	20 BOTTLE			
112	Sanitizer 100ml(Handuser C)	100 BOTTLE			
113	Binder Clips (32 mm)	20 PKT			
114	Lizol Disinfectant Surface.cleaner 500 ml	50 BOTTLE			
115	Water pipe 30 mtr/ I roll	2 PC			
116	Binder Clips (41 mm)	10 PKT			
117	Black Tap PVC	20			
118	Pin (Tupi)	10 PKT			
119	Nav Panel Pin	10 PKT			
120	Plastic Funnel(14 inch)	2			
121	Ful jaru for Car	5 PC			
122	Soap Box	10 PC			
123	Air Freshener for Car.	10 PC			
124	Black Tape	10 PC			
125	Pen Stand for pen	10			
126	Bowls 6 pair/ 1 set	20			
127	Nepthalene 100 gm	40 PKT			
128	celling Jharu	20			
129	Scroch Bite	15 PKT			
130	Calling Bell Battery	30 PC			
131	Envelop A4 Size	150			
132	Envelop legal size	150			
133	Automatic room freshener	20			

District and Sessions Judge
Kamrup, Amingaon
18/2/26