Office of the District Judge, Paschim Medinipur

(Nazarath Department)

N.I.Q. No- 08 ; Date- 23/07/2026

NOTICE INVITING QUOTATIONS FOR *SUPPLYING DIFFERENT STATIONERY ITEMS , COMPUTER PERIPHERAL ITEMS AND FURNITURE ITEMS FOR THE USE AT ALL CIVIL COURTS & OFFICES AT SADAR COURT, MIDNAPORE, PASCHIM MEDINIPUR FOR F.Y. 2026-2027.*

Office of the District Judge, Paschim Medinipur invites quotations from the willing Govt. approved wholesale consumers' co-operative societies to quote the rate of the stationery items, Computer peripheral items and furniture items for supply of the same for the use at all Civil Courts and Offices at Sadar Court, Paschim Medinipur during the Financial Year 2026-2027 on a sealed envelope/cover addressing to the District Judge, Paschim Medinipur.

The specific list of items / articles to be supplied are attached herewith. Besides, the list is also available in the official website and at Nezarath Department, District Judge's Court, Paschim Medinipur.

The co-operative concerned whose quotation will be accepted, must supply the articles within seven (07) days from the date of receiving supply order from the end of this Establishment.

Interested bidders are requested to submit their quotation accordingly in between 11:00 am to 3:30 pm.

The last date of submission of quotation is 03/08/2026 within 3:30 pm.

Interested wholesale consumers' co-operative societies are requested to go through the following terms and conditions for the aforementioned quotation:-

1. Each rate shall be equipped with detailed cost (if any) for the individual articles / items.
2. The submitted cost value of the individual units shall include of all kind of taxes and charges.
3. The selection of Co-Operative Society will be made in consideration of its reputation, credibility, submission of lowest rate against individual items / maximum items / essential items for office use.
4. Work/Supply orders will be issued in favour of the approved Co-Operative society as per requirements. The works/supply have to be accomplished within maximum seven working days from the date of issuance of the order.
5. The payment will be released on production of original bill accompanying with challan / certificate having proper endorsement of receiving the items, against each work/supply order, subject to the availability of fund. Tax deduction shall be made as per norms during payment.
6. The whole process may be delayed or cancelled due to some unforeseen reason, if arises.
7. The undersigned reserves all the right of cancellation, addition, alteration or even deferring from placing any work / supply order without assigning any reason thereof at any point of time even after selection of the Co-Operative Society in respect of supplying different items.
7. Interested bidders may visit Nezarath Department, District Judge's Court, Paschim Medinipur for any queries subject to the proper and prior intimation to the authority concerned.

District Judge,
Paschim Medinipur

District Judge
Paschim Medinipur

Office of the District Judge, Paschim Medinipur

(Nezarath Department)

Memo No 425 (07) /XIV-3 ; Dated- 23/07/2026

Copy forwarded for information and necessary action towards wide publication of this notice through notice Board/online portal to :-

1. The District Magistrate, Paschim Medinipur.
2. The Superintendent of Police, Paschim Medinipur.
3. The Chairperson, Board of Administrator, Midnapore Municipality.
4. The Secretary, Zilla Parishad , Paschim Medinipur.
5. The DIO, NIC, Paschim Medinipur.
6. The Nezarath Department, District Judge's Court, Paschim Medinipur.
7. The System Officer, Server Room, Dist. Judge's Court, Paschim Medinipur, with a direction to upload the same in online portal.

District Judge,
Paschim Medinipur

District Judge
Paschim Medinipur

List of Stationery Articles

Sl. No.	Particulars	Unit	Amount @ per unit
01	Alpin (Normal)	Per Box	
02	Both side Dot Pen (Blue & Red)	per piece	
03	Bodkin	per piece	
04	Bleaching Powder (500 gm)	per piece	
05	Battery (Size AAA)	per piece	
06	Battery (remote)	per piece	
07	Binding Register (No 04)	per piece	
08	Binding Register (No 06)	per piece	
09	Binding Register (No 08)	per piece	
10	Binding Register (No 10)	per piece	
11	Binding Register (No 12)	per piece	
12	Binding Register (No 14)	per piece	
13	Binding Register (No 24)	per piece	
14	Computer paper A4 (70 GSM) [JK Easy Copier]	per packet	
15	Computer paper A5 [JK Easy Copier]	per packet	
16	Computer paper Legal (70 GSM) [JK Easy Copier]	per packet	
17	Computer paper (Judgment F/S) 80 GSM [JK Easy Copier]	per packet	
18	Cellotape (01 inch)	per piece	
19	Carbolic Acid (100 ml)	Per bottle	
20	Carbolic Acid (500 ml)	Per bottle	
21	Chair Cushion	Per Piece	
22	Coconut Broom	Per Piece	
23	Cup & Plate (Cello)	01 Box (six pieces)	
24	Calculator	Per piece	
25	Carbon Paper (Blue)	Per Box (100 pieces)	

26	Carbon Paper (Black)	Per Box (100 pieces)	
27	Cellotape Cutter	Per piece	
28	Colin	Per Bottle	
29	Dettol (100 ml)	Per piece	
30	DPC paper	Per Rim	
31	Duster / Handkerchief	Per piece	
32	Door Mat (good quality)	Per piece	
33	Dustbin with lid	Per Miter	
34	Dustbin without lid	Per piece	
35	Door Curtain (Good quality)	Per piece (standard size)	
36	Door curtain (Good quality) with steel pipe fittings	Per piece (standard size)	
37	Eraser	Per piece	
38	Elastic Rubber Band	per kg	
39	Envelope (6 x 4) (plain)	Per hundred piece	
40	Envelope (9 x 4) (plain)	Per hundred piece	
41	Envelope (11 x 5) (plain)	Per hundred piece	
42	Envelope (16 x 12) (plain)	Per hundred piece	
43	Envelope (12 x 6) (cloth)	Per hundred piece	
44	Envelope Cloth (10 x 10)	Per hundred piece	
45	Envelope Cloth (16 x 12)	Per hundred piece	
46	Extension Cord/ Surge Protector (3 plug points) [Anchor]	Per piece	
47	Flower Broom	Per Piece	
48	File (Four Folder)	Per Piece	
49	File (Two Folder)	Per Piece	
50	Flap / Page marker	Per packet	
51	Gum Tube (50 ml) [Fevigum]	Per piece	
52	Gum bottle (200 ml) [Fevigum]	Per piece	
53	Gloves (Use & throw)	Per piece	
54	Gamaxine (500 Gram)	Per Packet	
55	Guard File	Per piece	
56	Gel Pen	Per piece	
57	Highlight Pen	Per piece	
58	Harpic (500 ml)	Per bottle	
59	Hit Spray / Kala Hit	Per piece	
60	Hand Towel	Per piece	
61	Hand Wash Bottle (Lifebuoy) (190 ml)	Per Bottle	
62	Hand Wash pouch (Lifebuoy) (180 ml)	Per pouch	
63	Hanger (Plastic)	Per piece	
64	Hand Sanitizer (100 ml)	Per bottle	
65	Gala	Per piece	
66	Hand brush (bathroom floor cleaner)	Per piece	
67	Gems Clip (good quality) [Novex, 26 mm]	Per box	
68	Jute twin	Per kg	
69	Knife	Per piece	
70	Lead Pencil [Apsara]	Per piece	
71	Lock & Key (small)	Per Piece	
72	Lock & Key (Medium) [57 mm 7 lever]	Per Piece	
73	Lock & Key (Big) [65 mm 7 lever]	Per Piece	
74	Marker Pen	Per piece	
75	Mosquito repellent oil [Good Knight]	Per piece	
76	Mosquito repellent machine with oil [Good Knight]	Per piece	

77	Mosquito repellent coil [Good Knight]	Per piece	
78	Mop Stick	Per piece	
79	Mug (plastic)	Per piece	
80	Naphthalene (100 gram)	Per piece	
81	National Flag	Per piece	
82	Nylon Rope	Per kg	
83	Nylon Bag	Per piece	
84	Odomil	Per packet	
85	Board with clip	per piece	
86	Pen stand (Two Holder)	Per piece	
87	Paper puncture	Per box/ piece	
88	Paper Weight	Per Box	
89	Phenyl / Nemyle	Per bottle	
90	Pin cushion	Per piece	
91	Plastic jug	Per piece	
92	Plastic bucket	Per piece	
93	Plastic tray (big)	Per piece	
94	Plastic tray (small)	per piece	
95	Plastic tools	Per piece	
96	Pen Refill- black	Per piece	
97	Pen Refill- blue	Per piece	
98	Pen Refill- red	Per piece	
99	Red Salu	Per miter	
100	Room spray	Per piece	
101	Ribbon (T. W.)	Per piece	
102	Ribbon (R. W.)	Per piece	
103	Steno book	Per Piece	
104	Stamp Pad [Big]	Per Piece	
105	Stamp Pad (small)	Per piece	
106	Stamp pad Ink	Per bottle	
107	Stapler machine (HD-10D) [No 10]	Per piece	
108	Stapler Machine (HS-45P)	Per piece	
109	Stapler Machine (HP-45)	Per piece	
110	Stapler Pin (Big 24/6)	Per packet	
111	Stapler Pin (small) [No 10]	Per packet	
112	Soap (Dettol)	Per piece	
113	Soap Case	Per piece	
114	Scissor	Per piece	
115	Scale (Plastic) [12"]	Per piece	
116	Scale (Plastic) [18"]	Per piece	
117	Sharpener	Per piece	
118	Table cloth (Good Quality)	Per meter	
119	Tag	Per bundle	
120	Thread Ball	Per piece	
121	Towel (Big) [30 x 36]	Per piece	
122	Torch Light (charging) [Sigma]	Per piece	
123	Use & Throw Pen (blue)	Per piece	
124	Use & Throw Pen (black)	Per piece	
125	Use & Throw Pen (red)	Per piece	
126	Window curtain (Good quality)	Per piece (standard size)	
127	Window curtain (Good quality) with steel pipe fittings	Per piece (standard size)	

128	Water Glass	Per piece	
129	Water glass Lid	Per Piece	
130	Water sponge	Per Piece	
131	Wall Clock (Ajanta, Quartz) [286x46x287]	Per Piece	
132	Whitener	Per piece	
133	Wax Candle (big size)	packet of six pieces	

List of Computer Peripheral Items

Sl. No.	Particulars	Unit	Amount @ per unit
01	Anti Virus (Quick Heal) 5 Users	Per Piece	
02	Anti Virus (Quick Heal) 3 Users	Per Piece	
03	Anti Virus (Quick Heal) 2 Users	Per Piece	
04	Key Board [Frontech]	Per Piece	
05	Mouse [Optical USB Port] [Frontech]	Per piece	
06	UPS [0.65 KVA] [Frontech]	Per Piece	
07	UPS [1 KVA] [Frontech]	Per Piece	
08	Cartridge (88 A) for HP Printer	Per Piece	
09	Cartridge (12 A) for HP Printer	Per Piece	

List of Furniture Items

Sl. No.	Particulars	Unit	Amount @ per unit
01	Book Shelf (steel) 4 Ft	Per Piece	
02	Computer Table	Per Piece	
03	Fibre Chair with Arm (Supreme)	Per Piece	
04	Fibre Chair without Arm (Supreme)	Per Piece	
05	Fibre Chair with Arm (V.I.P.)	Per piece	
06	Steel Almirah (6.5 Ft) with Locker	Per Piece	
07	Steel Almirah (6.5 Ft) without Locker	Per Piece	
08	Steel Rack 78”	Per Piece	
09	Steel Rack 60”	Per Piece	

District Judge,
Paschim Medinipur