



OFFICE OF THE CIVIL JUDGE (JR.DIV) NAZIRA

Tender notice for supply of Office articles

Seal Tender affixing a Non-refundable Court Fee Stamp of Rs. 8.25 (Rupees Eight & Twenty Five Paisa) only for the financial year 2024-2025 are invited from intending Suppliers/Firms up to 1.00 P.M. on 31/07/2024 along with copies of Registration Certificate and Income Tax and Sale Tax Clearance Certificate of the firm for supplying stationery articles.

The intending parties/firms shall have to furnish the Bank Account No. standing in the name of the firm.

The rate of articles should be quoted including GST and without GST separately.

Quotations will be opened on 31/07/2024 at 4.00 P.M. The proprietor or representative of the firm may remain present before the selection committee at the time of opening of the quotation. Those who do not attend at the time of opening of the quotation shall have no right to raise any objection later on, although their quotations will also be opened and may be accepted, if found reasonable.

No further communication shall be made in this regard except to the selected firm.

Sd/-
Civil Judge (J.Div),
Nazira

Memo No. CJ(J.Dv)/NZR/TQ/2024/ 420 - 423

Dated: 10 /07/2024

Copy to :

1. Notice Board of this Office
2. System Officer- for uploading in the website
3. Office file

ML
Civil Judge (J.Div),
CIVIL JUDGE (JR. DIV.)
Nazira
NAZIRA

Office of the Civil Judge (Jr.Div) : Nazira

| Sl. No. | Rate of the Articles | Rate/Article | Rate inclusive GST | Rate without GST |
|---------|--|----------------------|--------------------|------------------|
| 1 | Khaki Cover Paper | Per sheet | | |
| 2 | Xerox Paper (A4, Legal, etc)(J.K. Brand) (75GSM) | Per Packet | | |
| 3 | Short Hand Note Book | Per piece | | |
| 4 | Wooden Pencil | Per packet | | |
| 5 | Alpin (Best Quality) | Per packet | | |
| 6 | Gum Liquid (Medium) | Per bottle | | |
| 7 | Blue Ink (Big Bottle) | Per bottle | | |
| 8 | Pad ink (Big Bottle) | Per bottle | | |
| 9 | Stamp pad (Big) | Per No. | | |
| 10 | Gel Pen(Flair) | Per No. | | |
| 11 | Ball pen(Flair) | Per No. | | |
| 12 | Printer Toner | | | |
| | (i)HP LaserJet 1020 plus | Per No. | | |
| | (ii) Canon LPP151dw | Per No. | | |
| | (iii) Canon MF244dw | Per No. | | |
| | (iv) Canon Image Runner 1643i | Per No. | | |
| 13 | Tape/Ribbon (White & Red) | Per packet 10 (Nos.) | | |
| 14 | Tag (nylon/cotton) | Per packet 10 (Nos.) | | |
| 15 | Toilet brush | Per No. | | |
| 15 | LED bulb (15W) | Per No. | | |
| 16 | Correction pen(Camel/Flair) | Per No. | | |
| 17 | Water sponge | Per No. | | |
| 18 | Needle | Per packet | | |
| 19 | Good night liquid refill | Per packet | | |
| 20 | Lah | Per packet | | |
| 21 | Twine ball | Per No. | | |
| 22 | Pie/bindhona | Per No. | | |
| 23 | Cello tape (Medium) | Per piece | | |
| 24 | Tube light | Per piece | | |
| 25 | Tube light holder | Per Dozen | | |
| 26 | Calculator | Per No. | | |
| 27 | Pencil clock Battery (Small) | Per packet | | |
| 28 | Clock Battery (Medium) | Per piece | | |
| 29 | Odonil | Per packet | | |
| 30 | Staple machine(Big/Small) | Per no. | | |
| 31 | Staple pin (No. 24/6) | Per packet | | |
| 32 | Staple pin (No. 10) | Per packet | | |
| 33 | Phenyl (Red/White) | Per bottle | | |
| 34 | Harpic | Per bottle | | |
| 35 | Lizol | Per bottle | | |

| | | | | |
|----|-------------------------------|-------------------|--|--|
| 36 | Floor Wiper | Per Nos. | | |
| 37 | Candle (Big) | Per Packet | | |
| 38 | D.V.D | Per Nos. | | |
| 39 | Blank C.D. | Per Box (10 nos.) | | |
| 40 | Grass Brooms | Per Piece | | |
| 41 | Bamboo Brooms | Per Piece | | |
| 42 | Water Filter | Per No. | | |
| 43 | Napthalene | Per Packet | | |
| 44 | Table Brush | Per Piece | | |
| 45 | Pencil Carbon | Per Packet | | |
| 46 | Sutly | Per Matter | | |
| 47 | Condenser (Ceiling Fan) | Per Nos. | | |
| 48 | Rexine Cloth | Per Matter | | |
| 49 | Xerox A3 Paper | Per Packet | | |
| 50 | Seals (Rubber) | Per No. | | |
| 51 | Plastic Tool | Per No. | | |
| 52 | Room Spray | Per Bottle | | |
| 53 | Plastic Connecting Pipe | Per Matter | | |
| 54 | Paper Pressure | Per No. | | |
| 55 | Plastic mug | Per No. | | |
| 56 | Plastic Bucket | Per No. | | |
| 57 | Filter steel 20 ltr | Per No. | | |
| 58 | 2.5 Copper Wire | Per coil | | |
| 59 | 15 AMP switch socket combined | Per Piece | | |
| 60 | Black Tape | Per Piece | | |
| 61 | Electric Shoke | Per Piece | | |
| 62 | Room Heater | Per No. | | |
| 63 | Door Mat | Per Piece | | |
| 64 | Towel, Big size (white) | Per Piece | | |
| 65 | Towel (medium size) | Per piece | | |
| 66 | Hot water flask | Per piece | | |
| 67 | Cup plate set | Per set | | |
| 68 | Lock & Key (big) | Per no. | | |
| 69 | Lock & Key (Medium) | Per no. | | |
| 70 | Chair cushion with cover | Per piece | | |
| 71 | Form no. 9 (single bill form) | Per piece | | |
| 72 | Ceiling Fan (Usha) | Per No. | | |
| 73 | Stand Fan (Usha) | Per No. | | |
| 74 | Pen Drive (Kingston/HP) | Per No. | | |
| 75 | Markin Cloth (red/ white) | Per meter | | |
| 76 | Water glass set | Per set | | |
| 77 | Envelope(A4, Legal & Letter | 100 Nos | | |

| | Size) | | | |
|----|------------------------------------|------------|--|--|
| 78 | LED light | Per piece | | |
| 79 | Court Diary register | Per Nos | | |
| 80 | Good night liquid machine & refill | Per Nos | | |
| 81 | Yellow paper | Per ream | | |
| 82 | Title Page | 100 Nos | | |
| 83 | Hand Sanitizer | Per bottle | | |
| 84 | Paper Napkin | Per packet | | |
| 85 | Wall Clock | Per Piece | | |

NOTE : APART FROM THE ABOVE MENTIONED ITEMS, SOME OTHER ITEMS/ARTICLES/EQUIPMENTS MAY ALSO BE NEEDED FROM TIME TO TIME AS PER REQUIREMENT AND NEGOTIATION OF PRICE.



CIVIL JUDGE (JR. DIV.)
NAZIRA