OFFICE OF THE DISTRICT AND SESSIONS JUDGE :::::::::::::::::::::::: DHUBRI

NOTICE INVITING QUOTATION

*Dated, Dhubri the **25th June /2025**.*

Sealed quotations are invited from the registered firms / suppliers having established shop within Dhubri for the supply of (1) Stationery (2) Miscellaneous articles and (3) Computer Consumables for the establishment of the District & Sessions Judge, Dhubri during the current financial year 2025-26 and may be extended as per decision of the authority. The quotation should reach the Office of the District & Sessions Judge, Dhubri on or before 9th of July/2025 during working hours.

GENERAL TERMS & CONDITIONS

1. The seal quotation shall be superscribed as **"Quotation for supply of Stationery/Miscellaneous articles/Computer Consumables"** and should contain the following documents: -

a) Copy of PAN card.
b) Uptodate copy of SGST/ CGST clearance certificate.
c) Valid Trade License.
d) Copy of SGST / CGST Registration Certificate.

2. The firm should have an establishment shop dealing in Stationery/Miscellaneous articles/ Computer Consumables. Detail address of shop is to be furnished along with quotation for verification.

3. Rate should be quoted both in words and figure and Including Taxes (CGST+ SGST where applicable) is to be shown separately against the item in the bill, where applicable, which will be deducted at source.

4. The firm should quote rate for the item which are mentioned in the items list provided alongwith the quotation without adding any extra item.

5. Rate quoted for each item will be final and no hike in price of any material will be considered during the contract period.

6. Sample of item should be submitted if where necessary.

7. The bidder shall quote rate against the specified brand name, size, weight etc. (where applicable) of the articles as per prescribed list / format appended herewith.

8. The articles should be delivered to the Office of the District & Sessions Judge/ Judges Bunglow etc. wherever necessary, immediately.

9. The supplier will have to replace the reject articles immediately at their own cost.

10. The District & Sessions Judge, Dhubri reserves the right not to accept or reject any or all quotations in part or full and he shall not be bounded to accept the lowest price.

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11. In case of violation of terms and condition of the quotation document or unsatisfactory supply of materials or of poor quality and below standard, the District & Sessions Judge, Dhubri reserves the right to terminate the contract by giving intimation to supplier.

12. The decision of the District and Sessions Judge, Dhubri in all respect shall be final and binding.

25/6/25

District & Sessions Judge,
Dhubri.
25/06/25

Memo No.DJ.IX-1/ 2018-25/ 3216-18 /E, Dated Dhubri,the 25 /06 ,2025.

1. System Officer, District Judiciary Dhubri for immediate uploading of the details of the Quotation Notice in the Dhubri Judiciary Website in the home page with the Caption: "Notice dated 29/04/2023 for inviting Quotations for the **supply of Stationery/Miscellaneous articles/ Computer Consumables"** to the District and Sessions Judge,Dhubri".
2. Office File.
3. Notice Board.

Sd/-B. Sutradhar

District & Sessions Judge,
Dhubri.

List of Stationery Articles

Sl No.	Name of the Items	Per Unit	Rate (including CGST+SGST) (in Rs.)
1	Photostate Paper(A4 Size) My Choice/Bindals 75gsm	Ream	
2	Photostate Paper(A4 Size) JK 75gs	Ream	
3	Photostate Paper(FS Size) My Choice/Bindals 70gsm	Ream	
4	Double Demy Paper	Ream	
5	Yellow Paper	Ream	
6	Carbon Paper (Legal Size, Blue) Kores	Pkt.	
7	Bound Register Ruled No.4	No.	
8	Bound Register Ruled No.16	No.	
9	Bound Register Ruled No.32	No.	
10	Salu Binding Register Conquest 100 sheet 12kg S/F	No.	
11	Salu Binding Register Conquest 150 sheet 12kg S/F	No.	
12	Salu Binding Register Conquest 200 sheet 12kg S/F	No.	
13	Salu Binding Register Conquest 300 sheet 12kg S/F	No.	
14	Salu Binding Register Conquest 100 sheet 12kg DFC	No.	
15	Salu Binding Register Conquest 150 sheet 12kg DFC	No.	

16	Salu Binding Register Conquest 200 sheet 12kg DFC	No.	
17	Short Hand Book (oxford) 200 pages	Dozen	
18	Pen Stand, Best Quality	No.	
19	Fountain Pen (Parker)	No.	
20	Ball/Gel Pen/ Pilot Pen	No.	
21	Pen Ink (Camel) Blue/ Black/ Red	No.	
22	Pen Ink (Parker)	No.	
23	Stamp Pad (Camel) Big Size	No.	
24	Stamp Pad (Camel) Medium Size	No.	
25	Stamp Pad Ink (Kores), 30ml	No.	
26	Alpin (King Brand) 100 gm	Box	
27	Permanent Marker Pen	No.	
28	CD Marker Pen	No	
29	Calculator 12 digit (Casio)	No.	
30	Paper Weight Glass (Decorated)	Dozen	
31	Tag Cotton 9" (Best Quality)	Bundle	
32	Cotton White Tape ½"	Roll	

33	Cotton Red Tape ½"	Bundle	
34	File Cover (Best Quality) thick	No.	
35	File Board (Best Quality) thick	No.	
36	Four Folder File	No.	
37	Guard File (Deluxe)	No.	
38	Plastic Stick File Transparent (A4 Size)	No.	
39	Envelop Brown (10" x 4½")	100 Nos.	
40	Envelop Brown (11" x 5")	100 Nos.	
41	Envelop Yellow (FS Size) Plastic Coated	Dozen	
42	Envelop Yellow (FS Size) Cloth Coated	Dozen	
43	Stapler Machine 24/6 (Kangaroo)	No.	
44	Stapler Machine No.10 (Kangaroo)	No.	
45	Stapler Pin 24/6 (Kangaroo)	Pkt	
46	Stapler Pin No.10 (Kangaroo)	Pkt	
47	Candle (Big Size)	Pkt	
48	Cello Tap 1"	No.	
49	Cello Tap 2"	No.	

50	Erez-ex Pen	No.	
51	High Lighter Pen	No.	
52	Gems Clip (Plastic Coated)	Pkt	
53	Pin Cushion, Best quality	No.	
54	Water Sponge (with cover)	No.	
55	Page Marker, 4 Strips	Pkt	
56	Gum Tube 200 ml	No.	
57	Gum Bottle 300 ml	No.	
58	Sealing Wax (Gripex)	Pkt	
59	Laal Salu Markin Cloth	Mtr	
60	White Salu Markin Cloth	Mtr	
61	Paper Puncher (Two hole), Kangaro	No.	
62	Compact Disc (50 Piece Pack) Blank	Pkt	
63	Compact Disc Blank (with cover)	No	
64	DVD Disc Blank (with cover)	No.	
65	Sutli (Jute Rope)	Kg.	
66	Binding register No.6 one line	No.	

67	A4 size envelope Yellow	No.	
68	Dista paper	No.	
69	Pen stand (for 2 pens)	No.	
70	Envelope legal size Yellow	No.	
71	Binder Clip	No.	

Signature of the Firm/Supplier with Stamp

List of Miscellaneous Articles

Sl No.	Name of the Items	Per Unit	Rate (including CGST+SGST) (in Rs.)
1	Baygon Spray (1 Ltr.)	Bottle	
2	Black Phenyl (½ Ltr.) Bengal Chemical	Bottle	
3	White Phenyl (½ Ltr.) Chitra Fresh	Bottle	
4	White Phenyl (½ Ltr.) Ayna	Bottle	
5	Bleaching Powder 1 Kg	Pkt.	
6	Harpic 500 ml	Bottle	
7	Lizol 500 ml	Bottle	
8	Hit Spray (Black/ Red) 490ml	Bottle	
9	Colin Cleaning Spray 250 ml	Bottle	
10	Chitranala Oil 100ml	Bottle	
11	Vim Bar (Big)	Pc.	
12	Scotch Bite	No.	
13	Lux Soap (Medium)	Pc.	
14	Detergent Powder (½ Kg), Surf Excel	Pkt	

15	Dettol Hand Wash (Big) 200 ml	Bottle		
16	Naphthalene (½ Kg) Bengal Chemical	Pkt.		
17	Odonil Small (50 Gms)	Dozen		
18	Gamaxin Powder	Kg		
19	Harrow Kodal (Tata Make) No.6	No.		
20	Spade (Khurpi) 3"	No.		
21	Mosquito Liquidator Oil (Goodnight)	Bottle		
22	Mosquito Liquidator With Machine (Goodnight)	Pkt.		
23	Knife (Medium size)	No.		
24	Mortein Rat Kill Cake	Pkt.		
25	Room Freshner (Godrej)	Bottle		
26	Car Freshner (Rajanigandha)	No.		
27	Car Freshner (Rajanigandha) with Machine	No.		
28	Scissor Big Size	No.		
29	Calling Bell (Manual)	No.		
30	Lock & Key Godrej 40 mm	Pair		
31	Lock & Key Godrej 50 mm	Pair		

32	Lock & Key Jyoti 40 mm	Pair	
33	Lock & Key Jyoti 50 mm	Pair	
34	Lock & Key Jyoti 60 mm	Pair	
35	Ceiling Jharu	No.	
36	Coconut Jharu	Kg	
37	Phool Jharu (Best Quality)	No.	
38	Table Brush (Cocunut)	No.	
39	Floor Mopper (Mob) (Best Quality)	No.	
40	Sanitary Cleaning Brush (Best Quality)	No.	
41	Dry Wiper (Best Quality)	No.	
42	Rope (Plastic)	Kg.	
43	Torch Light 2 Cell (Eveready)	No.	
44	Torch Light 3 Cell (Eveready)	No.	
45	Torch Light Battery Big Size (Eveready)	No.	
46	Pencil Battery (Eveready)	No.	
47	Pencil Battery (Eveready) (Remote)	No.	
48	Battery Water 5 Ltr	Bottle	

49	Cup & Plate (Bonchina)	Pair	
50	Cup & Plate (Raja)	Pair	
51	Drinking Glass (Milton)	Pair	
52	Drinking Glass (Borosil)	Pair	
53	Coaster Plate	Dozen	
54	Tea Spoon (Steel)	Dozen	
55	Tea Tray (Plastic, Medium Size)	No.	
56	Tea Tray (Plastic, Big Size)	No.	
57	Quarter Plate Bonchina	Pc.	
58	Dish (Rice Plate) Bonchina	Pc.	
59	Dinner Set (Complete) Laopala	Pkt.	
60	Water Jug (Plastic)	No.	
61	Water Bottle (Milton)	No.	
62	Tiffin Box (Milton)	No.	
63	Thermo Flask, Plastic Body, 1 Ltr (Milton)	No.	
64	Thermo Flask, Plastic Body, ½ Ltr (Milton)	No.	
65	Thermo Flask, Steel Body, ½ Ltr (Milton)	No.	

66	Water Filter (16 Ltr) Steel	No.	
67	Filter Candle (Bajaj)	No.	
68	Mug (Cello, 1 Ltr)	No.	
69	Waste Paper Bucket (Plastic)	No.	
70	Dustbin (Small Size, Cello)	No.	
71	Plastic Bucket 10 Ltr (Cello)	No.	
72	Plastic Bucket 20 Ltr (Cello)	No.	
73	Bamboo Basket (Round)	No.	
74	Coat Hanger 6", Good Quality	No.	
75	Towel (Bombay Dyeing) Big Size	No.	
76	Towel (Bombay Dyeing) Medium Size	No.	
77	Towel (Bombay Dyeing) Small Size	No.	
78	Chair Cushion 16"x16"x4" (Kurlon)	No.	
79	Door Mat (Cotton)	Pc.	
80	Door Mat (Synthetic)	Pc.	
81	Carpet (Woolen)	Mtr	
82	Table Cloth (Colour)	Mtr	

83	Table Cloth (Rexine)	Mtr	
84	Door & Window Screen (Best Quality)	Mtr	
85	Door & Window Screen (Medium Quality)	Mtr	
86	Window Net (Best Quality)	Mtr	
87	Spring for Screen	Coil	
88	Ring for Screen	Pkt	
89	Aluminium Pipe for Screen	Pc.	
90	Brackets	Pair	
91	Umbrella (Mohendra Dutta, Big Size) Gents	No.	
92	Wall Clock (Ajanta, Medium Size)	No.	
93	Table Glass Pad 4MM	Sqr Ft.	
94	Table Glass Pad 5MM	Sqr Ft.	
95	Table Glass Pad 6MM	Sqr Ft.	
96	Table Top Incliner Desk (Fibre), with Glass	No.	
97	Umbrella Folding	No.	
98	Umbrella General	No.	
99	Spray Container	No.	

100	Hand Senitizer 50ml	No.	
101	Hand Senitaizer 100ml	No.	
102	Punching Machine 1(one) hole	No.	
103	Spirit (Ltr)	No.	
104	Hana (Needle)	No.	
105	Paper Cutter	No.	
106	Desh Board Polish	No.	
107	Car Body Polish	No.	
108	Fevi Stick	No.	
109	Fulam Gamosa	No.	
110	Xorai (No.5)	No.	
111	Pat Fulam Gamosa	No.	
112	Khadi Flag (Big)	No.	
113	Khadi Flag (Medium)	No.	
114	Foot Rest	No.	
115	Car Brush	No.	

Signature of the Firm/Supplier with Stamp

List of Electrical Articles

Sl No.	Name of the Items	Per Unit	Rate (including CGST+SGST) (in Rs.)
1	Calling Bell Push (Electronic)	No.	
2	Night Bulb 15W (Philips)	No.	
3	CFL Bulb 20 W (Bajaj)	No.	
4	LED Bulb 9 W (Bajaj)	No.	
5	LED Bulb 9 W (Surya)	No.	
6	LED Bulb 18 W (Surya)	No.	
7	Tube Light Complete Fitting Single Tube 40 W (Philips)	No.	
8	Tube Light 40W, 4 Fts. (Philips)	No.	
9	Ceiling Fan 56" (Orient)	No.	
10	Ceiling Fan 56" (Havels)	No.	
11	Stand Fan (Usha)	No.	
12	Wall Fan (Usha)	No.	
13	Electronic Choke 40 W (Philips)	No.	
14	Electronic Regulator for Ceiling Fan(Anchor)	No.	
15	Room Heater (Single Coil) Bajaj	No.	

16	Room Heater (Double Coil) Bajaj	No.	
17	Electric Kettle 1 Ltr. (Bajaj)	No.	
18	Black Tape	Pc.	
19	Multi Standard Copper Wire (1.5 mm^2)	Mtr	
20	Multi Standard Copper Wire (2.5 mm^2)	Mtr	
21	Multi Standard Copper Wire (6 mm^2)	Mtr	
22	MCB Box 4 Ways (Havells)	No.	
23	MCB 10 Amp (Havells)	No.	
24	MCB 25 Amp (Havells)	No.	
25	MCB Isolator 63 Amp (Havells) 4 Pole	No.	
26	S/S Combine 5 in 1 (16 Amp) Anchor	No.	
27	3 Pin Top 16 Amp (Anchor)	No.	
28	Board Switch 5 Amp (Anchor)	No.	
29	Multi Holder (Anchor)	No.	
30	Pendent Holder (Anchor)	No.	
31	Angle Holder (Anchor)	No.	
32	Extension Cord Spike Buster 5 Amp (Anchor)	No.	

33	Starter	No.	
34	MCB 16 Amp	No.	
35	5 pin socket	No.	
36	Switch (Anchor)	No.	
37	Electical Tester	No.	
38	Plug	No.	
39	Cable Pin	No.	
40	Casing Pipe	No.	
41	Switch Board (2” X 2”)	No.	
42	Switch Board (8” X 4”)	No.	
43	Switch Board (8” X 8”)	No.	
44	Casing Board Big	No.	

Signature of the Firm/Supplier with Stamp

List of Computer Consumables

Sl No.	Name of the Items	Per Unit	Rate (in Rs)
1	NPG-59 Toner Cartridge Canon Black (Original)	No.	
2	NPG-28 Xerox Toner Cartridge Canon Black (Original)	No.	
3	Canon CRG-925 Toner Cartridge (Original)	No.	
4	Canon CRG-925 Toner Cartridge (Compatible)	No.	
5	Canon CRG-326 Toner Cartridge (Original)	No.	
6	Canon CRG-326 Toner Cartridge (Compatible)	No.	
7	Canon CRG-337 cartridge (Original)	No.	
8	Canon CRG-337 cartridge (Compatible)	No.	
9	Canon T-06 Black Toner Cartridge (Original)	No.	
10	Canon T-06 Black Toner Cartridge (Compatible)	No.	
11	Laser Toner Cartridge(78A) HP (Original)	No.	
12	Laser Toner Cartridge(78A) HP (Compatible)	No.	
13	Laser Toner Cartridge 137A HP (Original)	No.	
14	Laser Toner Cartridge 137A HP (Compatible)	No.	
15	Laser Toner Cartridge (12A)HP (Original)	No.	
16	Laser Toner Cartridge(12A) Compatible	No.	
17	Pen Drive 16 GB (HP)	No.	
18	Pen Drive 32 GB (HP)	No.	
19	Pen Drive 16 GB (Sony)	No.	
20	Pen Drive 32 GB (Sony)	No.	
21	Pen Drive 32 GB(Kingstone)	No.	
22	Mouse (HP)	No.	
23	Mouse(Logitech)	No.	
24	Keyboard (HP)	No.	
25	Keyboard (Logitech)	No.	
26	HDMI Cable	No.	
27	Kespersky Antivirus(one user)	No.	
28	Kespersky Antivirus(three user)	No.	
29	Quick Heal Antivirus Pro(one user)	No.	
30	Quick Heal Antivirus Pro(three user)	No.	
31	LAN Cable RJ-45 (per Mtr)	Mtrs.	
32	RJ 45 Connector (D-Link)	No.	

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33	VGA Splitter (4 port)	No.	
34	VGA Cable	No.	
35	CMOS Battery	No.	
36	I/O Box(D-Link)	No.	
37	Patch Cord(D-Link)1.5 mtr.	No.	
38	Patch Cord(Digisol) 1.5 mtr	No.	
39	Mouse Pad	No.	
40	Printer Data Cable	No.	
41	Modem	No.	
42	Mouse (wireless) Logitech	No.	
43	Keyboard (wireless) Logitech	No.	
44	External Hard Disk 1 TB	No.	
45	UPS 600 VA (Elnova / Frontech)	No.	
46	LAN Tester	No.	
47	LAN Crimping Tool	No.	
48	LAN Punching Tool	No.	
49	USB(M/F) extension cable 2 mtr length	No.	
50	USB wifi Adopter	No.	
51	USB LAN Adopter	No.	
52	LAN Splitter	No.	
53	Web Camera (logitech)	No.	
54	Speaker	No.	
55	Microphone	No.	
56	Headphone	No.	
57	VGA to HDMI Convertor	No.	
58	HDMI to VGA Convertor	No.	
59	DP to HDMI Connector	No.	

Signature of the firm/supplier with stamp