

**Office of the**  
**Sub-Divisional Judicial Magistrate (M), Bajali, Pathsala**



**QUOTATION**

Sealed quotations are invited from registered firms affixed with court fee of Rs. 8.25 alongwith attested copies of Trade License, Registration Certificate, GST Registration Certificate etc. for supply of office stationery articles to the office of the Sub-Divisional Judicial Magistrate (M), Bajali, Pathsala for the year 2018-2019.

A list of the required in the office of the S.D.J.M.(M), Bajali, Pathsala is enclosed herewith. The quotation shall be governed by the following terms & conditions :-

1. Quotation shall be accepted till 2:00 P.M. of 31-05-2018 in a sealed cover and the quotation will be opened on the same day.
2. Quotation may be submitted either by hand delivery or through registered post.
3. Rates shall be valid till 31-03-2019 and the term of supply may also be extended with the consent of the supplier or may be terminated at any time without any notice.
4. Separate rates should be quoted for different quality.
5. Rates should be inclusive of all taxes and articles should be supplied in the office of the S.D.J.M.(M), Bajali, Pathsala.
6. Supplier may also asked to supply any other article not mentioned in the enclosed list. In that case the supplier should be paid the market value of the article.
7. Supplier shall have to supply articles within 7 (seven) days on the date of the order placed.
8. The undersigned reserves the right to accept and reject any quotation without assigning any reason.

For more details contact with the office of the undersigned before submitting their quotation.

-sf.


S.D.J.M. (M),  
Bajali, Pathsala

Memo No.- SDJM(M)/BAJ/2018/ 221 - 223

Date- 17-05-2018

**Copy to :-**

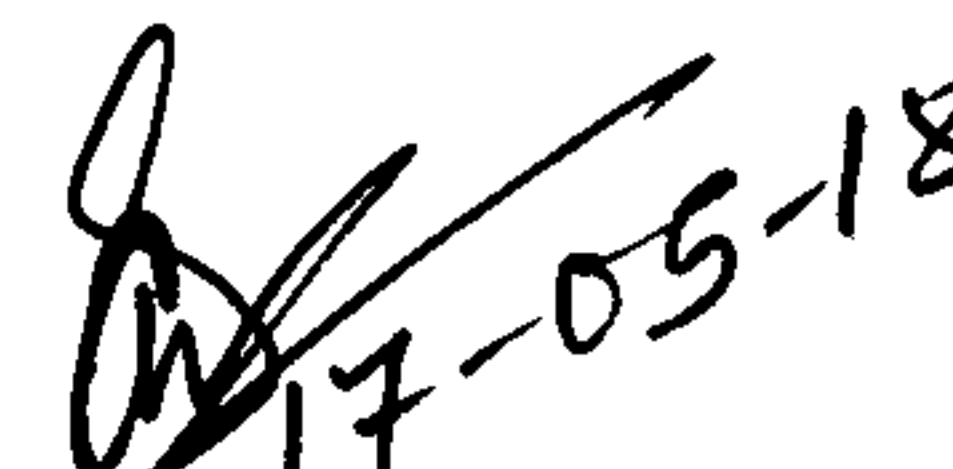
1. A copy to the "Notice Board" for information.
2. ✓ The System Assistant, e-court, Barpeta Judiciary for uploading this Notice in the Barpeta Judiciary website.
3. Office file.

  
17-05-18  
S.D.J.M. (M),  
Bajali, Pathsala  
20/5/18

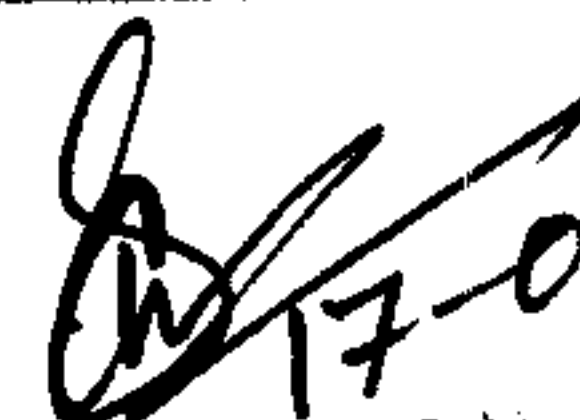

**Office of the Sub-Divisional Judicial Magistrate (M),  
Bajali, Pathsala**

Invitation of quotation of the following articles with price are called for



Sl. No	Name of Stationery Articles	Size & Weight	Remarks
1	A4 Paper (85 GSM) Best Quality-per Ream	210 x 297 mm sheets 500 nos.	
2	Legal Paper (85 GSM) Best Quality-per Ream	21.5 x 34.5 cm sheets 500 nos.	
3	D.F.C. Paper (white) Best Quality- Per Ream	43 x 69 cm 8 Kg.	
4	Pencil Carbon (Safex) 100 Sheets	210 x 330 mm	
5	Pencil Carbon (Safex) 100 Sheets	420 x 330 mm	
6	Jute twin (Sutle)	Per Kg	
7	Steno Bell ( Electric)	Per No.	
8	Pen stand-best quality with 4 pens	Per No.	
9	Filter Candle (Milton)	Per No.	
10	Alpin (Student)	Per packet	
11	Punching Machine	Per No.	
12	Magnetic Pin Holder	Per No.	
13	Synthetic gum-per No.	30gm	
14	Adhesive Paste	650ml	
15	Paper weight-glass	Per piece	
16	Eraser / Whitener	Per No.	
17	Paper flags	Per packet	
18	Pencil (Apsora)	Per dozen	
19	Eraser (Apsora)	Per dozen	
20	Highlighter/Marker pen (Luxor)	Per piece	
21	Calculator big size (CASIO)	Per piece	
22	Knife-best quality-per no	8 inch long	

  
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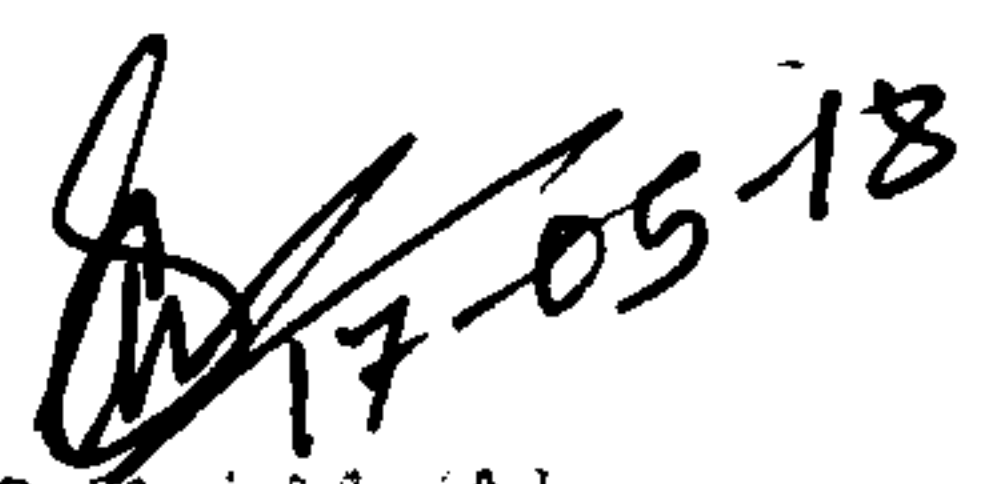
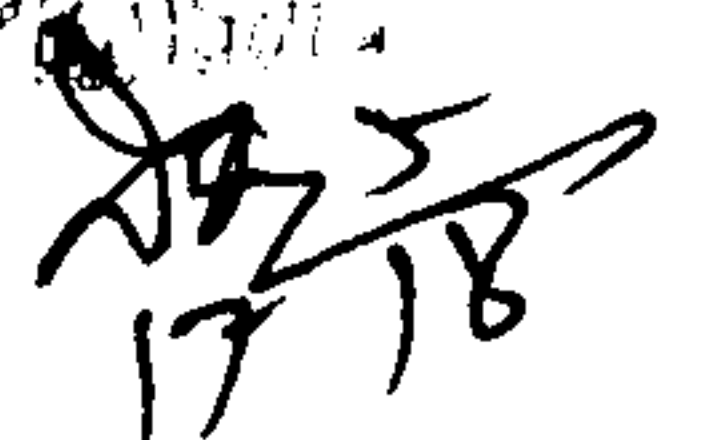
Sl. No.	Name of Stationery Articles	Size & Weight	Remarks
23	Stamp Pad ink-60ml	Per piece	
24	White ribbon-cotton-	Per roll	
25	Red ribbon-cotton-	Per roll	
26	Court Diary (Form No. (R) 9 of Criminal Rules and Order)	100 sheets with Cloth Binding	
27	Court Fee Register	100 sheets with Cloth Binding	
28	Judgement Register	100 sheets with Cloth Binding	
29	Malkhana Register (As per Police Manual)	100 sheets with Cloth Binding	
30	Process Register	100 sheets with Cloth Binding	
31	Register of Fines (Form No. (A) 21 of Criminal Rules and Order)	100 sheets with Cloth Binding	
32	Register of Outstanding fines	100 sheets with Cloth Binding	
33	Register Complaint of Offences (Form No. (R) 2 (1) of Criminal Rules and Order)	100 sheets with Cloth Binding	
34	Register of Miscellaneous cases (Form No. (R) 2 (III) of Criminal Rules and Order)	100 sheets with Cloth Binding	
35	General Register of cases cognization (Form No. (R) 3 of Criminal Rules and Order)	100 sheets with Cloth Binding	
36	Trial Register (Form No. (R) 4 of Criminal Rules and Order)	100 sheets with Cloth Binding	
37	Trial Register of Petty Cases (Form No. (R) 6 of Criminal Rules and Order)	100 sheets with Cloth Binding	
38	Register of Warrant of Imprisonment (Form No. (R) 7 of Criminal Rules and Order)	100 sheets with Cloth Binding	
39	Register of Maintenance order made by Court outside India for enforcement in India (Form No. (R) 8 of Criminal Rules and Order)	100 sheets with Cloth Binding	
40	Daily Register of Petition etc., Court fees (Form No. (R) 10 of Criminal Rules and Order)	100 sheets with Cloth Binding	

  
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Sl. No.	Name of Stationery Articles	Size & Weight	Remarks
41	Register of Process Issued and Received (Form No. (R) 12 & R (13 of Criminal Rules and Order)	100 sheets with Cloth Binding	
42	Binding Register - Per No.	24 No. Vol	
43	Binding Register - Per No.	20 No. Vol	
44	Binding Register - Per No.	16 No. Vol	
45	Binding Register - Per No.	12 No. Vol	
46	Binding Register - Per No.	6 No. Vol	
47	Exercise Book- binding	12 No. Vol	
48	Thermo steel ( Milton)	500 ml	
49	Thermo steel (Milton)	1000 ml	
50	Tube Light Complete set	Per set	
51	Tube	Per No.	
52	LED Bulb-Per No.	10 wt	
53	Stapler Kangaroo G-10	Per No.	
54	Staple Pin-Per Packet size 10	Per Packet	
55	Staple Pin-Per Packet size 45	Per Packet	
56	Envelope -100 Nos	11 x 5 inch	
57	Envelope -100 Nos	9 x 4 inch	
58	Tag twisted	Per dozen	
59	Cup-Plate (Bone China)	Per pair	
60	Quarter plate (Bone China)	Per piece	
61	Spoon (Best quality)	Per Dozen	
62	Fork (Best quality)	Per dozen	
63	Tea Spoon (Best quality)	Per dozen	
64	Table Spoon (Best quality)	Per dozen	
65	Tea set (Laopala)	Per set	
66	Tray	Per piece	
67	Paper napkin	Per Packet	
68	Lock & Key (Godrej- 53 mm)	Per No.	
69	Lock & Key (Godrej- 52 mm)	Per No.	
70	Phenyl-Bengal Chemical-Per Bottle	500 ml	

  
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Sl. No.	Name of Stationery Articles	Size & Weight	Remarks
71	Odonil	Per Packet	
72	Drinking glass-( Cello )	Per glass	
73	Harpic - 500 ml	Per No.	
74	Bleaching Powder- 500 gr.	Per Packet	
75	Towel- Best quality- big size	Per Piece	
76	Towel- Best quality- small size	Per Piece	
77	Cushion - Kurlon 406 x 406 x 51 mm	Per No.	
78	File Cover (Ambassador)	Per No.	
79	File Cover with board - Superior quality	Per No.	
80	Steno note book - Best quality	Per No.	
81	Ink (Chelpark) 60 ml	Per No.	
82	Ink (Parker) 60 ml	Per No.	
83	Battery - Eveready big size	Per No.	
84	Battery - Eveready Pencil size	Per No.	
85	Stamp Pad- big	Per No.	
86	Stamp Pad- small	Per No.	
87	Hand Wash (Savlon)	Per No.	
88	Ball Pen (Best quality)	Per No.	
89	Parker ink Pen	Per No.	
90	Parker ball pen	Per No.	
91	Water cushion	Per No.	
92	Red markin cloth	Per meter	
93	Room freshener (Best quality)	Per No.	
94	Car Perfume (Best quality)	Per No.	
95	Car polish (Best quality)	Per No.	
96	Good Knight Repellent (Set)	Per No.	
97	Good Knight Liquid	Per No.	
98	Hit spray (mosquito killer)	Per No.	

  
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Sl. No.	Name of Stationery Articles	Size & Weight	Remarks
99	Jharu (long size) Full Jharu	Per No.	
100	Ceiling Jharu	Per Piece	
101	Plastic Bucket	Per No.	
102	Acid	500 ml	
103	Citronella	Per Bottle	
104	Cello Tape (Big size)	Per No.	
105	Wall Clock (Ajanta)	Per No.	
106	Computer Printer Toner (Canon/HP)	Per piece	
107	Mask	Per piece	
108	Hand Gloves	Per piece	
109	Nepthelen balls	Per packet	
110	Colin	Per No.	
111	Dish Washer	Per No.	
112	Sponge	Per No.	
113	White cotton cloth	Per miter	

  
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