

Calcutta High Court
In The Circuit Bench at Jalpaiguri

Paharpur, P.O.-Denguajhar, P.S.-Kotwali,
District - Jalpaiguri, West Bengal, Pin: 735121
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TENDER NOTICE

[PPC/CB/JPG/01/N/N.I.Q/05.03.2026]

NOTICE INVITING QUOTATION

The undersigned is directed to invite all the willing Govt. approved Wholesale Consumers' Co-operative Societies and General Order Suppliers to quote the rate of stationery articles, grocery, sanitary and other materials for supply of the same on request, to this office for the period from 1st April, 2026 to 31st March, 2027 on a sealed cover to be submitted to the office of the Ld. Registrar of the Circuit Bench of Hon'ble Calcutta High Court at Jalpaiguri within 23rd March, 2026.

The rate so quoted should be exclusive of G.S.T.

The sealed cover will be opened on 24th March, 2026 at the Chamber of Ld. Registrar of this Hon'ble Court at 1.00 P.M.

The Department reserves the right to accept or reject any quotation without stating the reason whatsoever. Under no circumstances the supplier(s) selected to supply the goods may be allowed to refrain from supplying goods on demands or requisition.

The specific list of stationery articles (**ANNEXURE-A**) will be available on the website www.calcuttahighcourt.gov.in which can be downloaded from the respective website as stated. The representatives are advised to visit this Department to inspect the sample.

The Co-operative/Supplier concerned whose quotation will be accepted must supply the articles within 7 (seven) days from the date of requisition of the same failing which their offer will be rejected without further notice or appropriate action will be taken against them for creating inconvenience to the Hon'ble Court.

Sd/-
Deputy Registrar(admin),
Circuit Bench of Calcutta High Court
at Jalpaiguri

Copy forwarded for information and necessary action to:-

1. The website of Calcutta High Court (i.e. www.calcuttahighcourt.gov.in)
2. The Notice Board of Ld. District Judge- Jalpaiguri
3. The Notice Board of District Magistrate- Jalpaiguri
4. Notice Board of Circuit Bench at Jalpaiguri
5. Office Copy

Sd/-
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ANNEXURE-A

Sl No.	Name of the Items	Rates
1.	JK COPIER 75 GSM A-4 PAPER RIM	
2.	JK Copier 75 GSM Legal Paper Rim	
3.	J.K. Copier 70 GSM Legal Paper Rim	
4.	Sandisk/HP Pen Drive-32 GB/16 GB.	
5.	Bombay dyeing cotton towel,450 GSM(White) 30 Inch X 60 Inch.	
6.	PAGE MARKERS STICKI PLASTICK/FLAG.	
7.	Cello plastic Bucket (18 Litres)	
8.	Cello Plastic Mug (1 Litre)	
9.	Adhesive Cello Tape Wide 2 Inch (48 MM) Length 100 Metre (Brown)	
10.	Adhesive Cello Tape-1 Inch (Transparent)	
11.	Cloth Duster (3 FT X 3 FT)	
12.	Colin Glass and Surface Cleaner Liquid Spray-500 ML.	
13.	Camlin Whitener Pen, 15 ML (per piece)	
14.	Wooden Coat Brush	
15.	Criminal-6/PCS	
16.	Milton Thermo steel Flip Lid Flask, 1000 ML (per piece)	
17.	La Opal a Cup and Saucer Set-6 Pieces of Cup and 6 pieces of Dsucer (Coral Charm)	
18.	Brown Envelope 25 X 11, Thickness-80 GSM.	
19.	Brown Envelope 28 X 12, Thickness-80 GSM.	
20.	Clay Craft Bone China Dinner Set 21 PCS	
21.	La Opala Bone China Set 21 PCS	
22.	Coaster Set(Pack of 6)	
23.	Fevistick Super Glue Stick 25G (per piece)	
24.	Good Knight Gold Flash Combo, (45ML)	
25.	Good Knight Gold Flash Mosquito Repellent Refill (45 ML)	
26.	Harpic Power Plus Toilet Cleaner-500 ML.	
27.	Camlin Highlighter Pen-Pack of 5 Assorted Colours.	
28.	Black Hit Spray, 400 ML.	
29.	Reynolds Racer Gel Pen	
30.	Life Buoy Germ Protection Soap 40 Gr.	
31.	Magnetic Board Pin per pkt.	
32.	Raymond 100% Cotton Big Towel.	
33.	Camlin Black Permanent Marker Pen.	
34.	Bengal Chemicals Naphalene Ball-200 Gr.	
35.	Paper Clip (per packet)	
36.	Acrylic Paper Weight	
37.	Apsara Extra Dark Pencil (per packet)	
38.	Eveready Red AA Pencil Battery	
39.	Eveready Red AAA Pencil Battery	
40.	Peon Book Small 200 Pages	
41.	Camlin Exam Scale-12 Inches	
42.	Punching Machine Single	
43.	Floor Cleaner Mop	
44.	Red & Blue Pen (Morison)	
45.	Red & Blue Pencil (one side Vermilion One side Prussian Blue)	
46.	Racer Refill Gel (per piece)	
47.	Dettol Liquid Hand Wash-200 ML	
48.	Lixzol Citrus Disinfectant Surface Clear 500 ml	
49.	Raymond 380 GSM 100% Cotton Hand Towel (40CMX 60 CM)	
50.	Binder Clip (Small) 19 MM per pkt.	
51.	Agni Icy Ball Point Use & Throw Pen.	
52.	Tissue Paper 100 PCS in a Packet	
53.	Plastic Mesh Waste Paper Bin	
54.	Acrylic Soap Case	
55.	Borosil Glass (Transparent, 350 ML) per box.	
56.	Laopala Coffee Mug	
57.	Milton Water Bottle (1000ML)	
58.	Micro Bowl 1000 ML With Flexi Lid	
59.	Damper Pad/Counting Sponge	
60.	Godrej Aer Twist-Car Air Freshener(45 G)	
61.	Uni Signo Pen. (per piece)	
62.	Godrej Aer Pocket (10G)	
63.	Page Markers Sticky Index. Tabs/Flag	
64.	Sandisk/HP Pen Drive-8 GB.	
65.	Bombay dyeing cotton towel,450 GSM(White) 30 Inch X 60 Inch.	

66.	Odonil Bathroom Air Freshener Block (48G).	
67.	Godrej Locks Navtal 7 Levers 12.5X8.5X3.1 Centimeters	
68.	Binder Clip (Big) 32 MM PER PKT.	
69.	Godrej Locks Navtal 7 Levers 9.4X6.5X2.4 Centimeters	
70.	Table Top Tray, Plastic(12" X 18")	
71.	Pentonic pen (per piece)	
72.	Godrej Locks Navtal 7 Levers	
73.	Laopala Lunch Plate, 11 Inch	
74.	Laopala Tiffin Plate, 7.5 Inch.	
75.	Apsara Pencil Sharpener (per packet)	
76.	Reynolds Jetter Aero soft Ball Pen (per piece)	
77.	Phenyl (Nimail) 1 litre/5 litre	
78.	Scotch-Brite S-Shape Scrub Pad	
79.	Red Hit (400 ml)	
80.	Tea Spoon	
81.	Envelop Cloth 40X30cm	
82.	Umbrella 2 Fold (K.C. Das & Sons)	
83.	Red Harpic 500 ml	
84.	Umbrella Single Fold(K.C.Das & Sons)	
85.	Water Bislary 500 ml per box	
86.	Vim Liquid 200 ML	
87.	Broom Soft per piece	
88.	Ajanta Office Analog Wall Clock 28 CM X 28 CM	
89.	Broom stick per piece	
90.	Electric Kettle-1.5 Ltr Havells.	
91.	Coconut stick per Kg.	
92.	Attendance Register 50 Pages	
93.	Four Folded File Cover per piece	
94.	Raymond Double Bed Sheets with pillow cover.	
95.	Raymond Single Bed Sheets	
96.	Toilet Brush per piece	
97.	Godrej Air Freshener (240 ML, Lavender).	
98.	Gem Clips 30 MM, Multi-Colour Per pkt.	
99.	Apsara Non Dust Erasers.	
100.	Shorthand Khata (Eagle)-200 Pages.	
101.	Faber-Castell Stamp Pad, 110 X 69 MM	
102.	Faber-Castell Stamp Pad Ink.	
103.	Kangaroo No.45 Stapler	
104.	Kangaroo No. 10 Stapler.	
105.	Kangaroo No. 45 Stapler Pin per box.	
106.	Kangaroo No. 10 Stapler Pin per box.	
107.	White Tape (12 MM)	
108.	Knife (steel) medium	
109.	Raymond Synthetic Pillow with Cover	
110.	Scissor (Medium)	
111.	Doormat Anti Slip 40 CM X 60 CM X 1.5 CM	
112.	Bleaching Powder (Bengal Chemical) per Kg.	
113.	Writing Pad 50 Pages (Neel Gagan)	
114.	Peon Book (big) 200 pages)	
115.	Uniball (EYE) pen per piece	
116.	M-10 Sheet per piece	
117.	Brown Envelop 28cm X12cm	
118.	Toilet Paper Roll per piece	
119.	Cloth Duster 3'X3' (big)	
120.	Cloth Duster Small	
121.	Doctor Hygiene White Phenyl 1000 ml bottle.	
122.	Floor Cleaner Mop	
123.	Raymond 100% Cotton Big Towel	
124.	Comb (Big)	
125.	Comb (Small)	
126.	Garbage Bag	
127.	Shampoo Dove/Clinic Plus/Head & Shoulder	
128.	Body Oil	
129.	Body Soap (Park Avenue/Dove/Sun silk) 125gm	
130.	Tooth Paste (Colgate /Sensodine) 38gm	
131.	Tooth Brush (Colgate /Sensodine) Per piece	
132.	Loofah Per piece	
133.	Red & Blue pen best quality per piece	