

**High Court At Calcutta**  
**In The Circuit Bench At Jalpaiguri**

P.O. & Dist: Jalpaiguri, Pin-735101

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**TENDER NOTICE**

**[PPC/CB/JPG/02/N/N.I.Q/07.02.2024]**

**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 1<sup>st</sup> March, 2024 to 28<sup>th</sup> February, 2025 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 26<sup>th</sup> February, 2024.

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

The sealed cover will be opened on 26<sup>th</sup> February, 2024 at the Chamber of Ld. Registrar of this Hon'ble Court at 3.00 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](http://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,  
Circuit Bench of Calcutta High Court  
at Jalpaiguri

Copy forwarded for information and necessary action to:-

1. The website of Calcutta High Court
2. The Notice Board of Ld. District Judge-Jalpaiguri/Darjeeling/Cooch Behar/Kalimpong
3. The Notice Board of District Magistrate-Jalpaiguri/Darjeeling/Cooch Behar/Kalimpong/Alipurduar
4. Notice Board of Circuit Bench at Jalpaiguri
5. Computer Section, Circuit Bench at Jalpaiguri for uploading this order in the Calcutta High Court's website
6. Office Copy

sd/-

Deputy Registrar,  
Circuit Bench of Calcutta High Court  
at Jalpaiguri

**ANNEXURE-A**

SL No	Items	Rates
1.	JK COPIER 75 GSM A4 PAPER RIM	
2.	PAGE MARKERS STICKY INDEX TABS/ FLAG	
3.	BOMBAY DYEING COTTON TOWEL, 450 GSM (WHITE) 30 INCH X 60 INCH	
4.	CELLO PLASTIC BUCKET (18 LITRES)	
5.	CELLO PLASTIC MUG (1 LITRE)	
6.	ADHESIVE CELLO TAPE WIDTH 2 INCH (48MM) LENGTH 100 METER (BROWN)	
7.	CLOTH DUSTER (3FT X 3FT)	
8.	COLIN GLASS AND SURFACE CLEANER LIQUID SPRAY - 500 ML	
9.	CAMLIN WHITENER PEN, 15ML	
10.	CRIMINAL 6/PCS	
11.	MILTON THERMOSTEEL FLIP LID FLASK, 1000 MILLILITERS	
12.	LA OPALA CUP AND SAUCER SET - 6 PIECES OF CUP AND 6 PIECES OF SAUCER (CORAL CHARM)	
13.	BROWN ENVELOPE 25X11, THICKNESS- 80GSM	
14.	BROWN ENVELOPE 28X12, THICKNESS- 80GSM	
15.	CLAY CRAFT BONECHINA DINNER SET 21 PCS	
16.	LAOPALA BONECHINA DINNER SET 21 PCS	
17.	GEM CLIPS 30MM, (150 PIECE) MULTI-COLOUR	
18.	COASTER SET (PACK OF 6)	
19.	FEVISTIK SUPER GLUE STICK 25G	
20.	GOOD KNIGHT GOLD FLASH COMBO, (45ML)	
21.	GOOD KNIGHT GOLD FLASH MOSQUITO REPELLENT REFILL (45ML)	
22.	HARPIC POWER PLUS TOILET CLEANER - 500 ML	
23.	CAMLIN HIGHLIGHTER PEN - PACK OF 5 ASSORTED COLOURS	
24.	BLACK HIT SPRAY, 625ML	
25.	REYNOLDS RACER GEL PEN	
26.	JK COPIER 75 GSM LEGAL PAPER RIM	
27.	DETTOL LIQUID HAND WASH - 200ML BOTTLE	
28.	LIZOL CITRUS DISINFECTANT SURFACE CLEANER 500 ML	
29.	MAGNETIC BOARD PIN	
30.	CAMLIN BLACK PERMANENT MARKER PEN	
31.	BENGAL CHEMICALS NAPHTHALENE BALL -200G	
32.	ACRYLIC PAPER WEIGHT	
33.	APSARA EXTRA DARK PENCIL	
34.	EVEREADY RED AA PENCIL BATTERY	
35.	EVEREADY RED AAA PENCIL BATTERY	
36.	PEON BOOK SMALL 200PAGES	
37.	CAMLIN EXAM SCALE - 12 INCHES	
38.	KANGARO PUNCHING MACHINE (SINGLE)	
39.	KANGARO PUNCHING MACHINE (DOUBLE)	
40.	RED & BLUE PEN (MORISON)	
41.	RED & BLUE PENCIL (ONE SIDE VERMILION, ONE SIDE PRUSSIAN BLUE)	
42.	JOTTER REFILL BLUE	
43.	RECER REFILL GEL	
44.	GODREJ AIR FRESHENER (240 ML,LAVENDER)	
45.	APSARA NON DUST ERASERS	
46.	SHORTHAND KHATA (EAGLE) - 200PAGES	

47.	FABER-CASTELL STAMP PAD, 110 X 69 MM	
48.	FABER-CASTELL STAMP PAD INK	
49.	KANGARO NO.45 STAPLER	
50.	KANGARO NO.10 STAPLER	
51.	KANGARO NO.45 STAPLER PIN	
52.	KANGARO NO.10 STAPLER PIN	
53.	WHITE TAPE (12MM)	
54.	TABLE TOP TRAY, PLASTIC (12" X 18")	
55.	ODONIL BATHROOM AIR FRESHENER BLOCK (48G)	
56.	RAYMOND 380 GSM 100% COTTON HAND TOWEL (40CM X 60CM)	
57.	AGNI ICY GEL BALL POINT USE & THROW PEN	
58.	PLASTIC MESH WASTE PAPER BIN	
59.	BOROSIL GLASS (TRANSPARENT, 350ML)	
60.	MILTON WATER BOTTLE (1000ML)	
61.	DAMPER PAD/ COUNTING SPONGE	
62.	SANDISK/ HP PEN DRIVE - 32GB/16GM	
63.	GODREJ LOCKS NAVTAL 7 LEVERS 12.5 X 8.5 X 3.1 CENTIMETERS 9.4 X 6.5 X 2.4 CENTIMETERS 1.5 X 4.0 X 5.8 CENTIMETERS	
64.	LAOPALA LUNCH PLATE, 11 INCH	
65.	LAOPALA TIFFIN PLATE, 7.5 INCH	
66.	SCOTCH-BRITE S-SHAPE SCRUB PAD	
67.	TEA SPOON	
68.	UMBRELLA 2 FOLD (K.C. DAS & SONS)	
69.	UMBRELLA SINGLE FOLD (K.C. DAS & SONS)	
70.	VIM LIQUID 200ML	
71.	AJANTA OFFICE ANALOG WALL CLOCK 28CM X 28CM	
72.	ELECTRIC KETTLE - 1.5 LTR HAVELLS	
73.	RAYMOND DOUBLE BED SHEETS	
74.	RAYMOND SINGLE BED SHEETS	
75.	RAYMOND SYNTHETIC PILLOW WITH COVER	
76.	DOORMAT ANTI SLIP 40CM X60CM X1.5CM	
77.	REYNOLDS JETTER AEROSOFT BALL PEN	
78.	BINDER CLIP (SMALL/BIG) 19MM & 32MM	
79.	TISSUE PAPER 100PCS PACKET	
80.	ACRYLIC SOAP CASE	
81.	LA OPALA COFFEE MUG	
82.	MICRO BOWL 1000ML WITH FLEXI LID	
83.	GODREJ AER TWIST - CAR AIR FRESHENER (45G)	
84.	GODREJ AER POCKET (10G)	
85.	KNIFE (STEEL) MEDIUM 1 PC	
86.	J.K. COPIER 70 GSM LEGAL PAPER RIM	
87.	DOCTOR (HYGIENE) WHITE 1000ML BOTTLE	
88.	WRITING PAD (NEELGAGAN NO.33)	
89.	CLOTH DUSTER SMALL	
90.	M-10 (SHEET)	
91.	TOILET PAPER ROLL	
92.	BROOM (SOFT)	
93.	BROOM (STICK)	