

High Court At Calcutta
In The Circuit Bench At Jalpaiguri

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

Phone No : 03561-225109

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Memo No DR/CB/167/2023

Dated: 16th March, 2023

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, 2023 to 31st March, 2024 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 26th March, 2023.

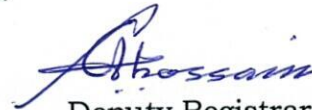
The rate so quoted should be exclusive of G.S.T.

The sealed cover will be opened on 27th March, 2023 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 and the quotations will be kept at the custody of the Senior Accounts Officer.

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 and they will be blacklisted for any subsequent purchase of articles from this Hon'ble Court.



Deputy Registrar,
Circuit Bench of Calcutta High Court
at Jalpaiguri

Memo No DR/CB/167(1)/2023

Dated: 16th March, 2023

Copy forwarded for information and necessary action to:-

1. The Notice Board 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. Computer Section, Circuit Bench at Jalpaiguri for uploading this order in the Calcutta High Court's website
5. Office Copy



Deputy Registrar,
Circuit Bench of Calcutta High Court
at Jalpaiguri

16.03.2023

1.	A4 (75 GSM) REEMS
2.	LEGAL PAPER (75GSM)
3.	FLAG, ADHE PAGE MARKER/PKT
4.	CALCULATOR (12 DIGIT)
5.	CELO TAPE (BROWN) - 2"
6.	CELO TAPE - 1"
7.	CELO TAPE - 1/2"
8.	CELO SOFT WHITE PEN
9.	CHANNEL FILE
10.	CLIP FILE
11.	CLOTH DUSTER (BIG)
12.	CLOTH DUSTER (LARGE)
13.	CORRECTIONAL PEN
14.	COTTON TAG BUNDLE
15.	ERAZER
16.	ENVELOP GR CLOTH FS (LEGAL)
17.	ENVELOP GR CLOTH A4
18.	ENVELOP GR CLOTH 28X12CM.
19.	ENVELOP (BROWN) 25X11
20.	ENVELOP (WHITE) 28X12
21.	ENVELOP (BROWN) 28X12
22.	FILE COVER (4 FOLDER)
23.	FILE COVER (4 POLY)
24.	GEMS CLIP
25.	GLUE STICK
26.	GUM TUBE
27.	HIGHLIGHTER PEN
28.	GEL PEN
29.	KNIFE
30.	MAGNETIC BOARD PIN
31.	MAGNETIC PIN CUSHION
32.	MARKER PEN
33.	PAPER CLIP
34.	PAPER WEIGHT
35.	PEN STAND
36.	PENCIL
37.	PENCIL SHARPNER
38.	PIN
39.	PLASTIC SCALE 12"
40.	PLASTIC SCALE 6"
41.	PUNCHING MACHINE (D)
42.	PUNCHING MACHINE (S)
43.	RED & BLUE PEN
44.	RED & BLUE PENCIL
45.	REFFIL BLUE
46.	REFFIL RED
47.	REFFIL GEL
48.	SCISSORS
49.	SHORTHAND KHATA
50.	STAMP PAD (BLACK)
51.	STAMP PAD (BLUE)
52.	STAMP PAD INK (BLUE)
53.	STAMP PAD INK (BLACK)
54.	STRAPPER (NO 10)
55.	STRAPPER (NO 45)
56.	STRAPPER PIN 10
57.	STRAPPER PIN 45
58.	USE & THROW PEN
59.	WATER PAD / SPONGE
60.	WHITE PAPER
61.	PLASTIC BUTTON FILE COVER
62.	A-3 PAPER
63.	WRITING PAD
64.	GUM 5LTR
65.	JETTER PEN
66.	BINDER CLIP
67.	FEVI QUICK
68.	DESK MEMO STAND

69.	PLASTIC FLAG
70.	PEN TRAY
71.	SEALING WAX
72.	BINDER CLIP
73.	BALTI
74.	MUG
75.	COAT BRUSH
76.	CUP PLATE SET (1+1) PCS
77.	DINNER SET
78.	FORK
79.	GLASS LID & MAT (COASTER) PCS
80.	HANGER (WOODEN)
81.	KNIFE FOR DINNER
82.	SPOON DINNER
83.	TABLE TOP TRAY
84.	TEA TRAY
85.	WASTE PAPER BASKET
86.	WATER GLASS
87.	WATER BOTTLE
88.	LOCK LOCAL
89.	PLATE LUNCH (PCS)
90.	PLATE TIFFIN (PCS)
91.	TEA SPOON
92.	LOCK 7 & 8 LEVER
93.	BOROSIL GLASS PCS
94.	TIFFIN BUSKET PLASTIC
95.	SOAP CASE
96.	PLASTIC CONTAINER 500ML
97.	PLASTIC CONTAINER 1000ML
98.	COFFEE MUG
99.	MICROW BOWL
100.	COLIN (LARGE)
101.	GOOD KNIGHT MACHINE
102.	GOOD KNIGHT REFFIL
103.	HARPIC
104.	BLACK HIT
105.	RED HIT
106.	JUTE BALL
107.	LIFE BOY (BIG)
108.	LIFE BOY (SMALL)
109.	LIQUID SOAP (DETTOL)
110.	LIQUID SOAP (LIFE BOY)
111.	LUX SOAP (BIG)
112.	LIZOL
113.	NAPHTHALENE (200GM)
114.	PENCIL BATTERY AA
115.	POLLUTION MUSK
116.	SANITIZER SPRAY
117.	SANITIZER 5LTR
118.	ROOM FRESHNER
119.	ODONIL TOILET AIR FRESHNER
120.	SCOTCH BITE
121.	UMBRELLA
122.	VIM LIQUID
123.	DETTOL SOAP
124.	BATTERY AAA
125.	MATCH BOX PKTS (PER BOX 10)
126.	CANDLE PKTS (PER PKT 6PCS)
127.	CAR FRESHER
128.	WATER BOTTLE 500ML
129.	ENVELOP (PRINTED) 28X12
130.	ENVELOP (PRINTED) 25X11
131.	FIRST SHEET
132.	G-10
133.	M-10
134.	ROUTINE SHEET
135.	CHAPTER IX FORM A
136.	CHAPTER XXXIX FORM B
137.	COURT REQUISITION SLIP

138.	FORM GA R6
139.	CHALLAN FORM
140.	FORM RD 2
141.	C-42 VOUCHER
142.	FORM - 22 CIVIL
143.	FORM - 21 CIVIL
144.	FORM - 3 CIVIL
145.	G - 11
146.	FORM - 21
147.	FILE COVER (YELLOW)
148.	FILE COVER (WHITE)
149.	PEON BOOK SMALL
150.	PEON BOOK BIG
151.	TAPE WHITE (RIBBON)
152.	THREAD BALL
153.	DUPLICATE BOOK
154.	ATTENDANCE REGISTER
155.	COURT KHATA
156.	TOWEL HAND
157.	TOWEL FOR DEPARTMENT
158.	TOWEL (BRANDED)
159.	CUSHION FOR CHAIR
160.	MOUSE PAD
161.	PEN DRIVE - 8GB
162.	PEN DRIVE - 16GB
163.	PEN DRIVE - 32GB
164.	A4 (80 GSM) REEMS
165.	LEGAL PAPER (80 GSM)