

HIGH COURT OF JAMMU AND KASHMIR

(Office of the Registrar Judicial, Jammu.)

TENDER NOTICE

No.:- 83/KJ/18

Dated:- 24-4-18


Sealed quotations are invited from the reputed suppliers for the supply of stationery items and computer items for the use at High Court of J & K, Jammu wing for the year 2018-2019 as per the list available at the official website www.jkhighcourt.nic.in, indicating price and rebate/discount to be offered on each item. Sealed quotations should reach the office of the Registrar Judicial, High Court of J & K, Jammu on or before **07.05.2018 at 12.00 noon (along with samples of the stationery items and computers articles)** the quotations should be accompanied with CDR (Cash Deposit Receipt) of the nationalized bank worth Rs.10,000/- pledged to Registrar Judicial, High Court of J & K, Jammu. The list of the stationery items and computer articles can be had from the office of the undersigned also on any working day during office hours.


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Copy to:-

The Director, Information J&K, Jammu, for publishing the above mentioned Tender Notice in Daily Excelsior, State Times and one leading Hindi Newspaper on 27.04.2018.


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Registrar Judicial
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<u>NAME OF STATIONERY / COMPUTER ARTICLES</u>	<u>QUANTITY</u>
1. Photostat Paper (JK-FS & Spectra –FS 75 gm.)	- 100 reems
2. Photostat Paper (Spectra -A4)	- 5500 reems
3. Envelope yellow - laminated 11x5	- 7000 nos.
4. Envelope yellow - Cloth 12x10	- 4000 nos.
5. Envelope yellow – Cloth 16x12	- 3000 nos.
6. Gum bottles – 750 ml.	- 50 nos.
7. Glue stick - 15 gm.	- 200 nos.
8. Gum Tube – 200 gm.	- 100 nos.
9. Flap	- 15000 nos.
10. File Cover (High Court of Jammu & Kashmir at Jammu)	- 25000 nos.
11. Pilot pen – V5, V7 & V10	- 500 nos.
12. Uniball Pen	- 100 nos.
13. Khadder Cloth – 183 cm	- 1200 mtr
14. Awls Wooden	- 100 nos.
15. Stepler Pins (10 & 24/6 no.)	- 400 pkts.
16. Hi-lighter (Different colors)	- 300 nos.
17. Steel Paper Pin	- 100 pkts.
18. Note pad – 33 no. and 22 no.	- 300 nos.
19. Page Marking Slip	- 2000 nos.
20. Record Laces – 24 no. (Green & White)	- 500 bndls.
21. Permanent marker	- 300 nos.
22. Damper Superior	- 100 nos.
23. Sign Pen	- 300 nos.
24. Pin Cushion	- 50 nos.
25. Refill	- 300 nos.
26. Short hand note book (superior)	- 300 nos.
27. Pencil Platinum/Matt Magic	- 300 pkts.
28. Cello Tape	- 500 nos.
29. Tape Dispenser	- 50 nos.
30. Register – Superior (size 29.7 x 21 cm)– 300 leaves	- 600 nos.
31. Stamp Pad (Small & Big size)	- 100 nos.
32. Gel and Ball Pen (Ordinary)	- 500 nos.
33. Gel and Ball Pen (Superior)	- 200 nos.
34. White Fluid pen	- 100 nos.
35. Stepler – 10 No. & 24/6 No.	- 75 nos. each.


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36.MP Slip (Re-stick Note) – 3"x3"	-	200 pkts.
37.Computer Paper 80 col. – Part 2	-	50 pkts.
38.Riso Ink – 5700 AG	-	120 nos.
39.Toner – 12A HP LaserJet	-	5 nos.
40.Toner – 88A HP LaserJet	-	5 nos.
41.Toner – 35A HP LaserJet	-	30 nos.
42.Toner – 36A HP LaserJet	-	5 nos.
43.Toner – 49A HP LaserJet	-	30 nos.
44.Toner – Ricoh 1230 D	-	10 nos.
45.Master Roll – Riso 5700 AG	-	20 nos.
46.Master Roll – Riso 230 A	-	10 nos.
47.Toner – Canon 324	-	10 nos.
48.Toner – 18A HP LaserJet	-	5 nos.
49.Toner – Xerox 5024	-	6 nos.
50.Toner – Xerox 5021	-	20 nos.
51.Toner – Xerox 7025	-	12 nos.
52.Toner – Xerox 7029	-	6 nos.
53.Keyboard – HP (Cordless & with Cord)	-	40 nos.
54.UPS – Elent (Single battery)	-	75 nos.
55.Mouse – HP (Cordless & with Cord)	-	50 nos.

Note:- For sample of File Covers at S.No.10, contact office of the undersigned.

TERMS AND CONDITIONS TO BE FOLLOWED ARE GIVEN BELOW

1. The cost will include the delivery charges.
2. Supply should be made as per samples given at the time of opening of tenders.
3. Only authorized dealers of respective companies from Jammu shall quote for items from Sr. No. 38 to 55.
4. Supply shall be made to this office as and when required.
5. Rates quoted are in Indian Rupees including GST.
6. Payment shall be made against the delivery of the items.
7. CDR shall be kept as a security.
8. Delivery period of supply of items would be from the effective date of supply order.

Please note that supply order can be cancelled unilaterally by the buyer in case items supplied do not match with the samples already supplied and are not received within supply ordered delivery period.

[Handwritten Signature]
24.04.2018

REGISTRAR JUDICIAL