

## Office of the District Judge, CoochBehar, (Nezarat Section)

Order No. 13 /N,

Dated, Cooch Behar, the 18<sup>th</sup> February, 2019.  
**NOTICE**

As per the resolution dt.16.02.2019 of the Purchase Committee, District Judge's Office, Cooch Behar which has approved by the Ld. District Judge, Cooch Behar on 16.02.2019 in c/w the requisition no.11/F&S dt. 12.02.2019 of Judge-in-charge, Forms & Stationery Department, District Judge's Office, Cooch Behar, tenders are invited from reputed Agencies/Firms/Co-operative for supply good quality articles mentioned below for the establishment of District Judge's Office, Cooch Behar.

Tenders must be submitted in sealed envelopes in the official tender box of the District Judge's Office, Cooch Behar, placed in the office room of the District Judge's Nezarat Section, Cooch Behar by 4.00 P.M. up-to 28.02.2019 and it will be opened at 5.00 P.M. on the same day before the purchase committee. For details may contact with the office of the undersigned.

**List of Articles:-**

Sl.No.	Details of Articles	Requirement	Sl.No.	Details of Articles	Requirement
01	Use & throw pen(Blue)	400 pcs.	02	Use & throw pen(Black)	200 pcs.
03	Use & throw pen(Red)	100 pcs.	04	Ball Pen(Blue)	100 pcs.
05	Ball Pen(Black)	50 pcs.	06	Ball Pen(Red)	50 pcs.
07	Jel Pen(Blue)	40 pcs.	08	Jel Pen(Black)	20 pcs.
09	Jel Pen(Red)	100 pcs.	10	Two-in-one pen	80 pcs.
11	Hand Towal	30 pcs.	12	Big Towal	40 pcs.
13	Dettol Hand Wash	50 pcs.	14	Room Freshner	30 pcs.
15	White Phenyl(500 ml)	75 bottles	16	Harpic	50 pcs.
17	Black Hit(Big)	20 pcs.	18	Cello Tape(2")	20 pcs.
19	Cello Tape(1")	20 pcs.	20	Cello Tape(1/2")	10 pcs.
21	Wall Clock	05 pcs.	22	Fevi Gum	30 pcs.
23	Glue Stick(Gum)	15 pcs.	24	Stapler(M-10)	25 pcs.
25	Stapler(24/06)	05 pcs.	26	Flower Broom	20 pcs.
27	Broom stick	20 pcs.	28	Broom stick(loose)	10 kgs
29	Calculator	05 pcs.	30	Rat killer	30 Chain
31	Cup plate set	05 boxes	32	Envelope	10,000 pcs.
33	Wrapping Paper	100 pcs.	34	Tag	10 pkts.
35	Gum(Big)	20 pcs.	36	Mosquito Oil	50 pcs.
37	Four-folder file	50 pcs.	38	Refill(Blue)	1000 pcs.
39	Refill(Red)	500 pcs.	40	Pencil Battery	50 pcs.
41	Pad Ink	25 pcs.			

Judge-in-charge, Nezarat,  
District Judge's Office,  
Cooch Behar.  
*Judge in charge,  
Dist. Judge's Nezarat,  
Cooch Behar*

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**Terms and Conditions :**

- 1.) The Purchase Committee reserved the right to accept or reject the tender without assigning any reason.
- 2.) Certified/attested copies of GST registration certificate & returns, income tax, professional tax clearances certificate and trade license, experience certificate (if any) should be furnished with the quotation.
- 3.) The rates quoted must be inclusive of GST and incidental charges including transportation and carriage.
- 4.) The article(s) should be supplied to this end within 7(seven) days from the date of issuing the supply order.
- 5.) The rates must be quoted in both figures and in words.
- 6.) Bidders are to submit rates separately for the different groups / categories of items. Warranty / Guaranty periods are to be specifically mentioned.

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**Office of the District Judge, CoochBehar,  
(Nezarat Section)**

Memo No. 94 (9)/N,

Dated, Cooch Behar the 18<sup>th</sup> February, 2019.

Copy forwarded for information with a request to display the same to the Office Notice Board for wide circulation.

- 1) The District Magistrate, Cooch Behar,
- 2) The Superintendent of Police, Cooch Behar,
- 3) The Sabhadhipati, Cooch Behar Zilla Parishad, Cooch Behar,
- 4) The Chairman, Cooch Behar Municipality,
- 5) The District Information and Cultural Officer, Cooch Behar,
- 6) The Branch Manager, State Bank of India, Cooch Behar Main Branch,
- 7) The Sub-divisional Officer, Sadar, Cooch Behar,
- 8) The D.I.O., N.I.C., Cooch Behar with a request to publish the same in the Govt. website [www.coochbehar.gov.in](http://www.coochbehar.gov.in) "Latest News" for wide circulation and
- 9) Notice Board, District Judge's Office, Cooch Behar.

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