

Office of the Director
West Bengal Judicial Academy
Bijan Bhawan, Salt Lake, Kol -700097.
Phone No-033-23350690
Email id- wbjakolkata@gmail.com
Website – <http://wbja.nic.in>

NIQ No. - 12 /2014-15

Date: 21.05.2014.

Notice Inviting Quotation

Sealed Quotations are invited from reputed supplying agencies/authorized distributors for supplying different items as follows:-

Sl. No	Items	Quantity	Specifications
1.	A4 Sheet	50 Rims	Size-21cms X 29.7cms, 75 GSM, (bilt, Copy Power)
2.	FS Sheet	25 Rims	Size-21.5cms X 34.5cms, 75 GSM, (bilt, Copy Power)
3.	Brown Envelop	2000 Pcs.	Size-30X20cms.
4.	White Board Marker Pen	Black - 10 Pcs. Blue - 10 Pcs. Red – 10 Pcs.	Temporary Marker Pen (Good Quality & Reputed Brand)
5.	Fevi Stick Gum	20 Pcs	15gms.
6.	Celo Tape	05 Pcs.	Good Quality & Reputed Brand, (Size – 24mm X50m)
7.	Hand Wash	Bottle - 30 Pcs. Refill Pack– 10 Pcs.	Good Quality & Reputed Brand. (Bottle – 250ml, Refill Pack – 185ml.)
8.	Liquid Mosquito Vaporizer	20 Pcs.	Good Quality & Reputed Brand
9.	Liquid Mosquito Vaporizer Rifill	30 Pcs.	Good Quality & Reputed Brand
10.	Lakshastick	10 Packets.	Good Quality & Reputed Brand
11.	Photocopier Toner	02 Pcs.	Canon ir2320L , (NPG-28)

Important condition for Bidders/Vendors:-

1. Free delivery at Bijan Bhavan, H.A-334, Sector-III, Salt Lake, Kol-97 (Stores Section) within 15 days from acceptance of order.
2. The rate should be inclusive of all taxes, charges including charges for delivery to the Academy Office at 'Bijan Bhavan' H.A-334, Sector-III, Salt Lake, Kolkata-97.
3. No advance payment is admissible for the supply. Payment will be made after satisfactory supply of material.
4. Rate quoted should be valid for minimum two months.
5. The tenderers/vendors shall not be permitted to alter or modify their bids/quotations after expiry of the deadline for receipt of bid i.e. **28.05.2014**, till **4.00 P.M.**
6. Quotations received after due date and time shall not be entertained.
7. The quotation may be submitted on any working day between 11:00 a.m. to 4.00 p.m. in the Stores section of the Academy, in the tender box placed in the Stores Section of the Academy.
8. WBJA will not take any responsibility for delay, loss or non receipt of document/tenders sent by post.

The last date of submission of quotation is till 4.00 P.M on **28.05.2014**.

The bidders shall have

1. Valid PAN No.
2. Vat/Sales Tax No.
3. Trade License

The West Bengal Judicial Academy reserves the right to cancel any or all the quotations without assigning any reason whatsoever.

The bid documents shall have to submit in a sealed envelop superscribing "**Quotation for supply of Stationary & Consumable Items**" addressed to the Director, West Bengal Judicial Academy, Bijan Bhavan, Sector-III, H.A-334, Salt Lake, Kolkata -700097.


Director


West Bengal Judicial Academy
Salt Lake, Kolkata-97

Memo No.- 65 /1(4)/WBJA/Str. & Pur-01/2012-13

Date-21.05.2014.

Copy of notice is forwarded for information with a request to display the same on their office notice board :-

1. The Sub Divisional Officer, Bidhannagar, Kol-91.
2. The PAO Officer, PAO-III, IB Market, 1st Floor Salt Lake, Kol-106
3. Notice Board of West Bengal Judicial Academy.
4. The official website of WBJA


Director
West Bengal Judicial Academy
Salt Lake, Kolkata-97