

**HIGH COURT OF JAMMU AND KASHMIR AT SRINAGAR**  
(Office Of the Registrar Judicial )

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**TENDER NOTICE**

No 102/RJS

Date 23-5-2019

Sealed quotations affixed with Rs 10/- revenue stamps are invited from registered reputed dealers of the of stationery and computer items having GST Registration for the supply of stationery and computer items for the use at High Court of J&K, Srinagar during the financial year 2019-2020 as per the list mentioned below also available at official website ([www.jkhighcourt.nic.in](http://www.jkhighcourt.nic.in)) indicating price, rebate/discount to be offered on each item. Sealed quotations should reach the office of Registrar Judicial, High Court of J&K Srinagar, on or before **12-06-2019 at 12.00 pm** (along with samples of stationery and computer articles). The quotations should be accompanied with CDR ( cash deposit receipt) of the nationalized bank worth **Rs 30,000 (Thirty Thousand Only.)** pledged to Registrar Judicial High Court of Srinagar. The tenders will be opened on **13-06-2019** at 03.00 pm at the office of undersigned in presence of the interested tenderers. The contract rate shall be valid for the financial year 2019-2020 the list of stationery and computer articles can also be obtained from the office of the undersigned on any working day during office hours

S. No	Item	Quantity
1.	Black Ink Riso-4251 1000 ml.	250 Nos
2.	Mater Role E2 Riso	30 Nos
3.	Master Roll A3	30 Nos
4.	RISO Ink 1230 Comcolour	10 Nos
5.	Toner Cartridge Canon 925	05 Nos
6.	Toner Cartridge HP Laser Jet 36A	05 Nos
7.	Toner Cartridge HP Laser Jet PROM104	10 Nos
8.	Toner canon Cartridge 303	05 Nos
9.	Toner Cartridge H.P. Laser Jet 35A	02 Nos
10.	Ink Konica Minota TN 306	20 Nos

11.	Ink Konica Minota TN 558	20 Nos
12.	Ink Konica Minota TN 458	20 Nos
13.	P/S Paper Spectra or JK-F/S 80 Gsm	6000 Rims
14.	Flap	20,000 Nos.
15.	File Cover ( <b>High Court of J&amp;K at Srinagar</b> )	40,000 Nos.
16.	Page Marker Slips	2000 Nos
17.	Permanent Marker	300 Nos
18.	Dumper Superior	100 Nos
19.	Short Hand Note books(Superior)	500 Nos
20.	Sign pen	500 Nos
21.	Record Laces – 24 no ( white& Green)	500 bundles
22.	Tape dispenser	50 No
23.	Stapler Pins (10 No/24 No)	500 pckts
24.	Stapler Pins (23/17)	100 Pckts.
25.	Dumper Superior Big	50 Nos.
26.	Pilot pen ( V5)	200 Nos.
27.	Pilot pen ( V7)	200 Nos.
28.	Pilot pen ( V10)	200 Nos.
29.	Uniball pen	200 Nos.
30.	Gel Pen (Ordinaly)	500 Nos.
31.	Ball Pen (Ordinaly)	300 Nos.
32.	Gel Pen (Superior) (Rs 20)	500 Nos.
33.	Ball Pen (Superior) (Rs. 10)	300 Nos.
34.	Stapler Big/Medium	50 each
35.	Steel Paper Pins	100 pckts
36.	Label Sheets	10 rim
37.	Bond paper	20 rim
38.	Notepad-33 Oddy/Dsmat A5 (160)	300 Nos.
39.	Notepad-22 Oddy/Dsmat A5 (160)	100 Nos.
40.	Gum Bottle 750 ml	50 Nos.
41.	Glue stick 15 grm	100 Nos.
42.	Gum Tube 200 grm	150 Nos.
43.	Pencil Platinum	200 Pckts

44.	Slip (Re-stick Note)-3×3	200 Pckts.
45.	White Fluid Pen	100 Nos.
46.	Stamp Pad (big)	50 Nos.
47.	Stamp Pad (Small)	100 No's.
48.	<b>Envelopes yellow-laminated 11x5(With printing)</b>	3,000 Nos.
49.	<b>Envelopes yellow-cloth 10x12(With printing)</b>	1,000 Nos.
50.	<b>Envelopes yellow-cloth 16x12(with printing)</b>	2,000 Nos.
51.	Cello Tape	500 Nos
52.	Register-Superior (size 29.7x21cm)-300 leaves	200 Nos
53.	Highlighter( Different Colours)	500 no
54.	Awal Wooden	100 Nos
55.	Keyboard-HP (Cordless & with cord)	30 Nos.
56.	U.P.S-(Single Battery)	50 Nos.
57.	Mouse-HP (Cordless & with Cord)	50 Nos.

**Terms and conditions to be followed are given below**

1. Cost will include delivery charges
2. Supply should be made as per samples given at the time of opening of tender.
3. Supply should be made to this office as and when required
4. Payment shall be made against the delivery of the items.
5. FDR shall be kept as a security Deposit.
6. Delivery period of supply of items would be from the effective date of supply order.
7. Only authorized dealers from Srinagar shall quote for items from serial No 1 to 12.
8. Rates quoted should be inclusive of GST.

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



Registrar Judicial

High Court of J&K, Srinagar

No : 15680-02

Date: 23-05-2019

Copy to the:-

1. Director information J&K, Srinagar for publication of instant Tender Notice in the daily newspapers (English & Urdu) having wide circulation in state of J&K.
2. NIC for uploading the Tender Notice on official website of High Court of Jammu and Kashmir, Srinagar.
3. Notice Board

  
Registrar Judicial