

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. - 10/2013-14

Date: 04.09.2013

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	100 Rims	Size-21cmX29.7cm, 75 GSM, (bilt, Copy Power)
2.	Dista Sheet	30 Dista	-
3.	Blank Register	30 Pcs.	Size – 35X23 (Leather Binding)
4.	Blank Register	30 Pcs.	Size – 22X17 (Leather Binding)
5.	Allotment Register	05 Pcs.	-
6.	Ball Pen (Black)	500 Pcs.	Linc (Glycer)
7.	File Binding Flap	200 Pcs.	-
8.	White Tape	50 Bundle	-
9.	Tag	50 Bundle	-
10.	HP Printer Cartridge	05 Pcs.	No. 940 XL, Magenta
11.	Fax Ribbon	05 Pcs.	Panasonic KXFA57E
12.	Ricoh Photocopier Toner	10 Pcs.	No. 1230D

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. **11.09.2013**, 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 a.m. 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 **11.09.2013**.

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.

It is requested to submit the offer 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.

Sd/-

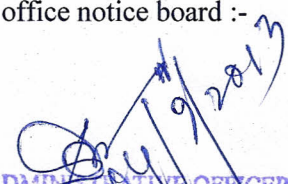
Administrative Officer
West Bengal Judicial Academy
Salt Lake, Kolkata-97.

Memo No.- 384/1(4)/WBJA/Str. & Pur-01/2012-13

Date- 04.092013

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


ADMINISTRATIVE OFFICER
WEST BENGAL JUDICIAL ACADEMY
SALT LAKE KOLKATA-700 097
Administrative Officer
West Bengal Judicial Academy
Salt Lake, Kolkata-97.