

**Office of the Director**  
**West Bengal Judicial Academy**  
**AA-III/B-10 Rajarhat New Town, Kol -700160.**  
**Phone No-033-23247304, Email id- wbjakolkata@gmail.com,**  
**Website – www.wbja.nic.in**

NIQ No. -49/2017-18

Date: 26.05.2017

**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.	Cash Book Double Column	12 Pcs.	Binding printed good quality as per sample
2.	Channel File plastic transparent	500 Pcs.	Good quality A4 size
3.	Sticker paper	1000 Pcs.	Size-6/4
4.	FS Sheet	100 Rims.	Double A 75gsm.
5.	Battery	100 Pcs.	Eveready AAA
6.	Bucket	100 Pcs.	Good quality 16Ltr.
7.	Bucket Waste	100 Pcs.	Plastic made good quality
8.	Name Holder	Triangular (10/11)-30Pcs. Stand (6/20)-20Pcs.	Good quality transparent
9.	Mug Plastic	100 Pcs.	Good quality
10.	Key Ring	200 Pcs.	Oval Shape Printed with office name & room no (metal)

Important condition for Bidders/Vendors:-

1. Free delivery at West Bengal Judicial Academy, AA-III/B-10, Rajarhat, New Town, Kol-160 (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 West Bengal Judicial Academy, AA-III/B-10, Rajarhat, New Town, Kol-160.
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.
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 **09.06.2017**.

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 Items**" addressed to the Director, West Bengal Judicial Academy, AA-III/B-10, Rajarhat, New Town, Kolkata -700160.

Sd/-

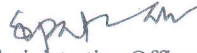
Administrative Officer  
West Bengal Judicial Academy  
New Town, Kolkata-160

Memo No.- 219/1(6)/WBJA/Str. & Pur-01(Pt. II)/2016-17.

Date-26.05.2017

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, Administrative Building, Kol-91.
2. The Executive Engineer, PWD (Civil), Bidhannagar Division (East), Purta Bhawan, Salt Lake
3. The Executive Engineer, PWD (Electrical), Bidhannagar, Purta Bhawan, Salt Lake
4. The Pay & Accounts Officer, PAO-III, IB Market, 1<sup>st</sup> Floor, Salt Lake, Kol-106.
5. Notice Board of West Bengal Judicial Academy.
6. The official website of WBJA.

  
Administrative Officer  
West Bengal Judicial Academy  
New Town, Kolkata-160