

# West Bengal Administrative Tribunal

Bikash Bhavan, 3rd Floor, Salt Lake, Kolkata-700091.

No. 220-WBAT/1E-39/2018(Pt.I)

Date:04/04/2023

## NOTICE

Sealed quotation is being invited from interested companies / private agencies / suppliers having good track record, with rates for supplying of the Office Stationery to West Bengal Administrative Tribunal, Bikash Bhavan, Salt Lake, Kolkata-700 091.

The companies / private agencies / suppliers may also be requested to drop their rate tender Quotation in sealed Cover Super Scribing "Quotation for Office Stationery for the financial year 2023-2024" Addressing The Ld. Registrar, WBAT, 3<sup>rd</sup> Floor, Salt Lake, Kol-91. Last date of Submission of Quotation:27.04.2023 up to 04.00 pm. and it will be opened in the chamber of Deputy Registrar on 28.04.2023.at 2:30 p.m.

Sl. No.	Name of the particulars	Unit required
1.	A4 paper (Copy Power)	60 Rim
2.	Legal paper (Copy Power)	40 Rim
3.	Signature Pen	40 Pcs
4.	Use & Throw Pen	40 Pcs
5.	Binder Clip Small Size	24 Pcs
6.	Steno Book	80 Pcs
7.	White Envelope 10"*4.5"	250 Pcs
8.	White Envelope 11"*5"	250 pcs
9.	Pen Drive 64 GB (SanDisk)	02 Pcs
10.	Cartridge Refilling 88A	12 Pcs
11.	Cartridge Refilling 12A	10 Pcs
13.	Towel Big (White)	06 Pcs
14.	Towel Small (White)	06 Pcs
15.	Duster	20 Pcs
16.	AAA Battery	12 Pcs
17.	Bucket	04 Pcs
18.	Water Mug	04 Pcs
19.	Water Bottle	12 Pcs
20.	Pen Stand	02 Pcs
21.	Cup Plate Set	02 Pcs
22.	Water Glass Set	02 pcs
23.	Fiber Arm Less Chair (Supreme/Neelkamal)	20 Pcs

This office reserves the right to accept or reject any or all tender offer without assigning any reason thereof.

By Order

  
(REGISTRAR)  
WBAT