

West Bengal Administrative Tribunal

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

No.-I/588368/2024WBAT/1E-39/2018(Pt-II) Date:20-12-2024

TENDER NOTICE

Sealed quotation mentioning PAN & GST Number is being invited from interested companies / private agencies / suppliers having good track record, with rates for supplying of the Office Stationery Items, mentioned below, to the 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 2024-2025" Addressing The Ld. Registrar, WBAT, 3rd Floor, Salt Lake, Kol-91. Last date of Submission of Quotation: 10.01.2025 by 04.00 pm. and it will be opened on 13.01.2025 at 2:30 pm in the Library Cum-Conference Room of this Tribunal in presence of Ld. Dy. Registrar and authorised persons of the concerned companies / private agencies / suppliers.

Sl. No.	Name of the particulars	Unit required
01	A4 Paper (JK Copier)	40 Rim
02	Steno Book (Good Quality)	36 Pcs
03	Pen (Use & Throw)	60 Pcs
04	Cartridge Refilling 88A	12 Pcs
05	Cartridge Refilling 12A	10 Pcs
06	White Envelope (10*4.5) (Good Quality)	200 Pcs
07	Attendance Register (Good Quality)	03 Pcs
08	Register Book (10No) (Good Quality)	06 Pcs
09	Pen Drive 32GB (HP/Sundisk)	04 Pcs
10	Fevi Gum	25 Pcs
11	Stamp Pad (Good Quality)	10 Pcs
12	Wall Clock (Ajanta Quartz) Standard Size	04 Pcs
13	Godrej Air Pocket	12 Pcs
14	Godrej Room Freshener	04 Pcs
15	Damper Water Sponge	06 Pcs

16	Sharpener (Good Quality)	12 Pcs
17	Sign Pen (Good Quality)	20 Pcs
18	Tissue Paper (Good Quality)	06 Pcs
19	Hand Towel (Good Quality)	12 Pcs
20	Towel Standard Size (Good Quality)	06 Pcs
21	Plastic Water Bottle 1lt. (Milton)	80 Pcs

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

By Order


(REGISTRAR)