

# West Bengal Administrative Tribunal

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

No.I/540936/2024-WBAT/1E-39/2018(Pt-II)

Date:29-07-2024

## 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 Following Office Stationery Articles 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 2024-2025" Addressing The Ld. Registrar, WBAT, 3<sup>rd</sup> Floor, Salt Lake, Kol-91. Last date of Submission of Quotation: 20.08.2024 up to 04.00 pm. and it will be opened in the Library Cum-Conference Room on 21.08.2024 at 02:30 pm in the presence of Ld. Dy. Registrar and authorised persons of the concern companies / private agencies.

Sl. No.	Name of the particulars	Unit required
01	A4 Paper (JK Copier)	60 Pcs
02	Legal Paper (JK Copier)	40 pcs
03	Pen (Use & Throw)	120 pcs
04	Pentonic Pen (Blue)	20 pcs
05	Gel Pen Blue & Red Each (Good Quality)	20 pcs
06	Calculator	06 pcs
07	Cartridge Refilling 88A	06 pcs
08	White Envelope (11*5)	200 pcs
09	Page Marker Tri Colour Set	24 Pkt
10	Attendance Register	03 pcs
11	Self Ink Stamp	05 pcs
12	Plastic Name Plate	06 pcs
13	Surgical Mask (Good Quality)	120 pcs
14	Duster (Good Quality)	20 pcs
15	Plastic Cover File (Good Quality)	12 pcs
16	Vim Bar	20 pcs
17	Hand Wash Dettol	30 pcs
18	Hand Gloves (Good Quality)	120 Pcs



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

By Order

A handwritten signature in black ink, consisting of a stylized initial followed by a horizontal line.

(REGISTRAR)

W.B.A.T.