

**IN THE HIGH COURT OF JUDICATURE AT PATNA**  
**TENDER NOTICE NO - 01/2024-25 (Purchase Cell)**

Sealed Tenders along with sample of articles (tabulated below) are invited in favour of Undersigned from bonafide and reputed registered Firms / Suppliers having requisite experience and Financial Capacity to execute the order for supply of Stationery, Miscellaneous, Electrical articles & Printed items (forms) for use of the Court for the financial year 2024-25 within three weeks from the date of Publication in the Newspaper. This advertisement can also be downloaded from the Website of Patna High Court: <https://patnahighcourt.gov.in/>.

**Stationery Items**

Sl. N.	Articles	Unit	Estimated quantity to be purchased
1.	Add Gel Pen (Achiever)/pc	each	200
2.	(Hitech) Pilot V5/V7 Luxor Pen/pc	each	100
3.	Add Gel Refill (NB/G-R 20)/pc	each	100
4.	Bodkin- (good quality)/pc	each	200
5.	Binding Thread REVO YARN 915 METER /roll	each Gola	50
6.	Correction Pen Faber Castell 7 ml/pc	each	50
7.	Cello Tape-(2" size) wonder 45 m/pc	each	100
8.	Green Lace (22"Long) 320 no/pc	each piece	As per requirement
9.	Green Lace (22"Long) 324 no/pc	each piece	200000
10.	Green Lace (22"Long) 924 no/pc	each piece	As per requirement
11.	Gum Tube Small (Fevi gum) 18ml - 22 ml/pc	each tube	2000
12.	Gum Bottle 700 ml. (Camel/Kores)/pc	each bottle	50
13.	Heavy Duty Punching Machine (Two Holes),Kangaroo/wonders/Good Quality /pc	each	50
14.	H.B. Pencil (Apsara platinum/Doms) /pc	each	500

15.	Jetter refill Reynolds(Red & Blue) /pc	each	2000
16.	Jotter Refill (Blue & Red) Luxor soft touch/pc	each	As per requirement
17.	Jotter Holder Pen- Good Quality	each	100
18.	Pin cushion Oddy MCD-01 (Magnetic)/pc	each	100
19.	Paper weight (Floral, Round-Glass)/pc	each	200
20.	Plastic pen stand two poke (Jemson/Good Quality) 1412 size 11.5 x 5 /set	each	50
21.	Pencil eraser, Natraj/pc	each	500
22.	Paper pin, (Oddy Pin - 100 gm.)/pkt	Each Pkt.	As per requirement
23.	Red & Blue Pencil, (Natraj )/pc	each	As per requirement
24.	Red Pencil, (Natraj )/pc	each	As per requirement
25.	Blue Pencil, (Natraj )/pc	each	As per requirement
26.	Rubber stamp pad large,110mm x 69 mm /Faber Castell/pc	each	50
27.	Rubber Stamp Computerized Make Per Line	each	As per requirement
28.	One Hole Punching Machine (FP-20)	each	As per requirement
29.	Two Hole Punching Machine (kangaroo DP- 52)	each	As per requirement
30.	Rubber Stamp Round	each	As per requirement
31.	Facsimile Signature Stamp	each	As per requirement
32.	Sutli thin/kg	Per kg.	100
33.	Office lac (sealing wax) Tender,/pkt	Each pkt.	As per requirement
34.	Sheep leather large/pc	each	As per requirement
35.	Steel Knife Emerald Eco (plastic handle Good Quality)/pc	each	100
36.	Short Hand Pencil (Apsara)/pc	each	500
37.	Sketch Pen (Black) Luxor/pc	each	3000
38.	Scissors Oddy 7" Inch/pc	each	100

39.	Stapler Machine HP-45 Kangaroo/pc	each	100
40.	Stapler HD 10 D Kangaroo	each	200
41.	Staple Wire 24/6 ,Kangaroo	each	500
42.	Staple Wire 10 no. Kangaroo/pc	each Pkt.	2000
43.	Sponge with cap Oddy DM-02/pc	each Pkt.	200
44.	Tag (Machine Made) Per Thousand Superior Quality	each	100000
45.	Azurlaid Paper (17" /27") (10.4kg)- Belarpur,Sirpur & J.K/ream	Per Ream	200
46.	Azurlaid Paper (17" /27") (13.4kg)- Belarpur, Sirpur & J.K/ream	Per Ream	200
47.	Brown Paper (36"/46") (28 kg.) Yash Brand/ream	Per Ream	15
48.	Binding Cloth (Good quality /meter)	meter	300
49.	D.F.C. Paper (17"/27") white 10.4 kg- Belarpur, Orient/ream	Per Ream	200
50.	Computer paper 75 GSM /Xerox/Spectrum-A/4 size/pkt	500 sheet/ Pkt.	5000
51.	Computer paper 75 GSM Xerox/Trust/Legal size/pkt	500 sheet/ Pkt.	500
52.	Pulp Board White/pc (22"X28", 10.4kg) Belarpur/Andhra/pc	each	As per requirement
53.	Rule Paper 8.6 Kg (17"/27") Belarpur/Orient/ream	Ream	15
54.	Short Hand Note Book -Milan (Lotus) 200 page/pc	piece	3000
55.	Straw Board (24 OZ)-White/pc	each	1200
56.	Type Carbon 503 (Black) - Kores /pkt	each	As per requirement
57.	Legal size computer paper J.K Max 67/70 GSM/pkt	500sheet / Pkt	500
58.	Flat File Board (24 OZ)/pc (14"/9.5")	each	30000
59.	Yellow File Cover (14"/10.5") with printing & inner lamination on thick board/pc	each	30000
60.	Red File Cover (14"/10.5") with printing & inner lamination on thick board/pc	each	40000
61.	White File Cover (14"/10.5") with printing & inner lamination on	each	5000

	thick board/pc (Administrative File-Phc. Sch. X-21)		
62.	Brown envelope (size- 16" X 12") (39 kg.)/pc	each	10000
63.	Brown envelope (10" X 4½") (39 kg.) /pc	each	30000
64.	Plastic coated Yellow Envelope (11"x5") Pride 100 gsm/pc	each	1000
65.	Plastic coated Yellow Envelope (A4 Size) Pride 100 gsm/pc	each	1000
66.	Plastic coated Yellow Envelope (legal size )Pride 100 gsm/pc	each	1000
67.	White Envelope (11"x5") Pride diamond 100 gsm/pc	each	1000
68.	White Envelope (9"x4") Pride diamond 100 gsm/pc	each	1000
69.	Rorito Agro soft Gold Pen/pc or Good quality	each	2500
70.	Royal executive/J.K Bond Paper 100 GSM 500 sheet/pkt	each pkt	50
71.	Adhesive sticker on hard glossy paper (19 cm x 6.5 c.m)/pc	each pc	100000

### **Miscellaneous Items**

Sl. No	Miscellaneous items	Unit	Quantity required to be purchased
1.	All out Machine with refill/pc	each	500
2.	All out refill/pc	each	1000
3.	Good Night Advance machine with refill/pc	each	1000
4.	Good Night Advance refill/pc	each	1000
5.	Appointment stand / Table calendar stand (Kebica/Gemson)/pc	each	200
6.	AAA Battery /Eveready, Heavy Duty/pc	each	500
7.	AA Battery /Eveready, Heavy/pc	each	500
8.	Brasso liquid 90 ml. "RECKITT BEMCKISER"/pc	each	50
9.	Nuvan 500 ml	ml	As per requirement
10.	*Bleaching powder 1/2 kg, (White Hansa Brand)	each Pkt.	1200

11.	Broom stick (Long size yellow, Superior Quality)/kg	Kg	1000
12.	Cup and saucer (Bone China) Goldline/set	Set	As per requirement
13.	Cotton rope/bundle	each bundle	As per requirement
14.	Candle 100 gm (Thick)/pc	each	200
15.	Collin (Big size) 500ml/pc	each	500
16.	Dettol liquid Hand Wash (Skin care) 200 ml. /pc	each	1500
17.	Distilled Water 5 lit per pc	Litre	400
18.	Engagement pad 2025, Ajanta/pc	each	As per requirement
19.	Fridge Bottles Perlpet/pc	each	As per requirement
20.	Fevi stick (15 gm.)/pc	each	As per requirement
21.	Glass table pad (2 X 1.5 ft.- 5mm.) /pc	each	As per requirement
22.	Gunny cloth/metre (Good Quality)	meter	As per requirement
23.	Harpic (500 ml.) /pc	each	1000
24.	Hit Spray (200 ml.) /pc	each	2000
25.	Hand sanitizer (Dettol, 50 ml.)/pc	each	As per requirement
26.	Link lock 41/pc	each	100
27.	Link lock 21/pc	each	50
28.	Link lock A/3/pc	each	50
29.	Lifebuoy soap small/pc	each	As per requirement
30.	Lemon scented phenyl white good quality (500 ml.)/pc	each	500

31.	Laxman rekha/pc	each	360
32.	Lizol 500 ml/pc	each	1100
33.	Mysore Sandal Soap/pc	each	100
34.	Markin Thick (Good Quality) /meter	each	1000
35.	Match box (TEKKA / HOME Light) /pc	each	1950
36.	Marker pen (Highlighter)Faber castell/pc	each	1000
37.	Mosquito coil (Mortien) /pkt	each	As per requirement
38.	Naphthalene ball100gm. (Eagle Brand)//pkt	each	1000
39.	Odonil (50 gm.)/pc	each	1400
40.	Plastic mug cello 1½ Litre/pc	each	20
41.	Plastic bucket 18 ltr 'UNILITE'/ CELLO'/pc	each	30
42.	Plactic Jug good quality 3 liter/pc	each	500
43.	Glass tumbler YERA/pc	each	2500
44.	*Phenyl eagle 1 Litre/pc	each	500
45.	Pencil cutter 'Single Hole' Good quality/pc	each	200
46.	Paper napkin "10on Lite (2 ply)" or any other good quality /pc	each pkt.	950
47.	Plain/ Rulled note pad medium(33 No) Neel gagan/pc	each	50
48.	Plain note pad small (22 size) Neel Gagan 80 pages /pc	each	500
49.	Plain/ Rulled note pad medium(40 No) Neel gagan/pc	each	500
50.	Surf excel soap large (250 gm approx.) /pc	each	As per requirement

51.	*Room Freshner (200 ml Godrej) /pc	each	1500
52.	*Room Freshner (200 ml Ryan) /pc	each	1500
53.	*Room Freshner (200 ml Riya) /pc	each	1500
54.	Restick flag (ODDY 25x75 mm,4 colour) /pc	each Pkt	5000
55.	Ring Guard file (monaf)/pc	Each	100
56.	Red markin/meter	Each	200
57.	Red harpic/pc	Each	100
58.	Rubber date stamp/pc	each	20
59.	Rat killer (50 gm., Mortien)	each	100
60.	Spring index file yellow (Hard Board) /pc	each	500
61.	Soap case (Good quality)/pc	each	20
62.	Steel (coat) hanger(thick-good quality)/pc	each	100
63.	Surf excel Powder (Quick wash)1 kg	each Kg.	As per requirement
64.	L folder file plain (Solo, A/4 Size)/pc	each	2000
65.	L folder file (Balhar, No.-102 S) With printing of monogram of P. H. C./pc	each	5000
66.	Tea set 15 pieces Sets (Bone China, Gold Line)/set	each set	10
67.	Table cloth (1.5x1.5 Metre) Rexine Thick (good quality) /pc	each	50
68.	*Vim bar (310 gm approx) Large size /pc	each	500
69.	Wheel active 1 kg.	each	As per requirement
70.	Waste paper basket (Small) cello/pc	each	100
71.	Waste paper basket (Big) Cello/pc	each	100
72.	*Coaster with stand /set	each	20

73.	Towel (75x150 C.M.) SUPER ULTREX Bombay Dyeing/SPACES/PORTICO /pc	each	150
74.	Towel (75x150 C.M.)/pc SANTINO Bombay Dyeing/ SPACES/PORTICO /pc	each	25
75.	Towel (75x150 C.M.) TULIP Bombay Dyeing / SPACES/PORTICO /pc	each	As per requirement
76.	Ezee wash 200 g	each	As per requirement
77.	Surf Excel powder quick wash 500g	Each pkt	450
78.	Tide Plus surf 500g	Each pkt	450
79.	James Paper Clip Oddy 30 mm 100 pcs/pkt	each	450
80.	Marker Pen (Faber castell)/pc	each	450
81.	Rubber band 100 Gram pkts (Oddy)	each	450
82.	Duracell Ultra Alkaline Battery AA	each	1100
83.	Duracell Ultra Alkaline Battery Battery AAA	each	1100
84.	Vim Liquid 250 ml	each	900
85.	Sticky pad Mousetrap	each	500
86.	Wet wipes 25 wipes Vega/Any other reputed brand	each	500
87.	Dry wipes 100 pulls (10 Lite 2 ply)	each	450
88.	Kitchen Napkin Cloth Mandhania/other good quality/pkt containing 12 pcs	each	450
89.	Lipton Darjeeling Tea 250 g	each	450
90.	Lopchu Tea 250 g	each	450
91.	Scotch Brite (Steel Ball) 6 pcs pack	each	450
92.	Scotch brite sponge pack of 3 pcs	each	450
93.	Post It 3M flag	each pkt	As per requirement
94.	HB pencil 0.5mm with refill (Camelin)Model-Nouvel Mechanical	each	450
95.	Pen Drive (16 GB)	each	100

96.	Pen Drive (32 GB)	each	100
97.	Extension Board socket with 5 meter long wire (Oreva)	each	100
98.	DVD with Cover Sony	each	As per requirement

### Electrical Items

SL No	Electrical Items	Unit	Quantity required to be purchased
1.	Electric Remote Call Bell Single Sound (A.C.) -CONA /pc	each	As per requirement
2.	Electric Remote Call Bell Single Sound (A.C.) -Anchor /pc	each	As per requirement
3.	Electric Remote Call Bell (Multiple Sound (D.C.) - CONA/pc	each	As per requirement
4.	Electric P.V.C. Tape/pc	each	50
5.	Tube Light (40 Watts) (White) (Four feet), Philips/pc	each	300
6.	Tube Light (20 Watts) (White) (Two feet), Philips/pc	each	As per requirement
7.	Table Lamp (Philips, Advantez) Superior quality	each	As per requirement
8.	Tube of Table Lamp - (9 Watts) - Philips /pc	each	As per requirement
9.	Tube of Table Lamp - (11 Watts) - Philips /pc	each	As per requirement
10.	Tube Light Slim (Yellow) - 36 Watts (Four feet), Philips /pc	each	As per requirement
11.	Tube Light Yellow (11 Watts) - (One feet)- Surya, Philips	each	As per requirement
12.	P.L. Tube 36watt, Philips/pc	each	As per requirement
13.	P.L. Tube 18 watt, Philips/pc	each	As per requirement
14.	Electric kettle Bajaj /Orient/pct	each	As per requirement
15.	Sodium Vapour Blub (250 Watts)- Philips/pc	each	As per requirement
16.	Sodium Vapour Blub (400 Watts)- Philips /pc	each	As per requirement

17.	Room Heater (Double Rod) Bajaj/pc	each	As per requirement
18.	40 watt Parawalia bulb Philips/pc	each	As per requirement
19.	18 watt L.E.D Surya/Philips	each	As per requirement
20.	LED 5 watt Havells	each	As per requirement
21.	LED 7 watt Havells	each	As per requirement
22.	LED 9 watt Havells	each	100
23.	LED 12 watt Havells	each	As per requirement
24.	LED 15 watt Havells	each	As per requirement
25.	LED 20 watt Havells	each	As per requirement
26.	LED 30 watt Havells	each	As per requirement
27.	LED 40 watt Havells	each	As per requirement

### **Printed Forms**

Sl N.	Forms	Unit	Quantity required to be purchased
1.	Title page part I with laminated (Civil side) in white colour (P.H.C Sch. III-2)	each	As per requirement
2.	Title page part II (Civil side) in blue colour (P.H.C Sch. III-2A)	each	As per requirement
3.	Title page part III (civil side) in green colour (P.H.C Sch. III-2B)	each	As per requirement
4.	Table of contents (civil side) for part I (P.H.C Sch. III-3)	each	As per requirement
5.	Table of contents (civil side) for part II (P.H.C Sch. III-3A)	each	As per requirement
6.	Table of contents (civil side) for part III (P.H.C Sch. III-3B)	each	As per requirement
7.	Title page part I with laminated (criminal side) in white colour (P.H.C Sch. IV-3)	each	As per requirement
8.	Title page part II (criminal side) in blue colour (P.H.C Sch. IV-3A)	each	As per requirement

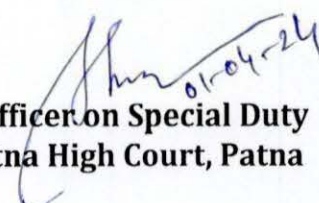
9.	Title page part III (criminal side) in green colour(P.H.C Sch. IV-3B)	each	As per requirement
10.	Table of contents (criminal side) for part I (P.H.C Sch. IV-15)	each	As per requirement
11.	Table of contents (Criminal side) for part II (P.H.C Sch. IV-15A)	each	As per requirement
12.	Table of contents (Criminal side) for part III (P.H.C Sch. IV-15B)	each	As per requirement
13.	Printing of Judgement paper (Logo of Patna High Court) with punched	Each thousand	500000

**Terms & Conditions: -**

- (i) Tender/Quotation will not be accepted without samples.
- (ii) The material should be in good condition of specified specification having the original packing intact.
- (iii) The rate quoted in the tender should be inclusive of all taxes.
- (iv) No advance payment shall be made.
- (v) The firms shall submit their bill in triplicate at the time of supply of materials.
- (vi) The Court reserves the right to accept and reject any or all tenders including EMD and samples.
- (vii) Attested copies of latest Income Tax return, Sale tax clearance Certificate, Sales tax Registration Certificate, GST Number and PAN be furnished along with the tender.
- (viii) Payment will be made through Bank Account, not in Cash, after delivery and inspection of goods. In case any defect is found in any of the materials, the concerned firm shall replace it immediately free of cost.
- (ix) EMD of Rs. 100000/- may be deposited in the form of Demand Draft from Nationalized/Scheduled bank drawn in favour of "The Registrar General, Patna High Court" payable at Patna. This has to be submitted offline i.e. physically to this office. Bidders are requested to write their name and full address at the back of the Demand draft submitted.
- (x) Exemption of EMD: Firms registered with NSIC or the concerned department, Central Purchase Organization/State Purchase Organisation, is exempted

from furnishing Earnest Money Deposit. Valid NSIC registered firms should produce documentary evidence i.e. NSIC Registration Certificate.

- (xi) The tenders without Earnest Money Deposit/Valid Registration Certificate will be summarily rejected.
- (xii) The successful bidder shall supply the articles for a minimum period of one year on the approved rate which may be extended for a further period of one year, if agreed bilaterally.
- (xiii) Colour & Essence of the items (Wherever applicable) may be exchanged as per requirement.
- (xiv) Authorized dealers of Towels of brand Bombay Dyeing alongwith SPACES/PORTICO and other equivalent brands are required to submit their tender for item nos. - 73, 74 & 75 of miscellaneous items and they have to submit their dealership certificate with tender.
- (xv) Forms (Total 12 types), Sl. no-1 to 12 mentioned above in "Printed Items" should be in prescribed colours. The TITLE PAGE – Part I (both civil side & criminal side) in white colour be laminated and printed on (Pulp board of 165 GSM) thick full scape paper, but Part II and Part-III be printed without lamination on same full scape paper (165 GSM) in blue colour and green colour respectively and rest of the forms will be printed on 60 G.S.M white full scape paper. The Firm will supply the said Printed forms with appropriate paper mentioned above.
- (xvi) As far as Sl. No -13 of Printed Item is concerned, the rate is invited for Punching (two holes in left side) with printing - "PATNA HIGH COURT & LOGO OF NATIONAL EMBLEM" on Judgement paper only. The Office will supply the required paper to the Firms/ Press for printing and punching of judgement paper.

  
**Officer on Special Duty**  
**Patna High Court, Patna**

**पटना उच्च न्यायालय, पटना हेतु**  
**स्टेशनरी/मिसलेनियस/विद्युत/मुद्रित सामाग्रियों के क्रय हेतु**  
**निविदा आमंत्रण सूचना - 01/2024-25 (परचेज सेल)**

अद्योहस्ताक्षरी द्वारा पटना उच्च न्यायालय, बेली रोड, पटना, बिहार स्थित कार्यालय में उपयोग हेतु वित्तीय वर्ष 2024-25 के लिए उत्कृष्ट कोटि के निम्नलिखित स्टेशनरी, मिसलेनियस, विद्युत सामाग्री, एवं मुद्रित सामाग्रियों के आपूर्ति हेतु, प्रकाशन के तीन सप्ताह के भीतर फर्म / सप्लायर्स डिस्ट्रीब्यूटर्स, जिन्हें कार्य सम्पादित करने का अनुभव हो एवं जिनकी आर्थिक स्थिति सुदृढ हो, से मुहरबंद निविदा नमूने के साथ आमंत्रित किया जाता है।

विस्तृत जानकारी के लिए बेबसाइट "<https://patnahighcourt.gov.in/>" पर देखा जा सकता है।

**Stationery Items**

Sl. N.	Articles	Unit	Estimated quantity to be purchased
1.	Add Gel Pen (Achiever)/pc	each	200
2.	(Hitech) Pilot V5/V7 Luxor Pen/pc	each	100
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4.	Bodkin- (good quality)/pc	each	200
5.	Binding Thread REVO YARN 915 METER /roll	each Gola	50
6.	Correction Pen Faber Castell 7 ml/pc	each	50
7.	Cello Tape-(2" size) wonder 45 m/pc	each	100
8.	Green Lace (22"Long) 320 no/pc	each piece	As per requirement
9.	Green Lace (22"Long) 324 no/pc	each piece	200000
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11.	Gum Tube Small (Fevi gum) 18ml - 22 ml/pc	each tube	2000
12.	Gum Bottle 700 ml. (Camel/Kores)/pc	each bottle	50
13.	Heavy Duty Punching Machine (Two Holes),Kangaroo/wonders/Good Quality /pc	each	50
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16.	Jotter Refill (Blue & Red) Luxor soft touch/pc	each	As per requirement
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18.	Pin cushion Oddy MCD-01 (Magnetic)/pc	each	100
19.	Paper weight (Floral, Round-Glass)/pc	each	200
20.	Plastic pen stand two poke (Jemson/Good Quality) 1412 size 11.5 x 5 /set	each	50
21.	Pencil eraser, Natraj/pc	each	500
22.	Paper pin, (Oddy Pin - 100 gm.)/pkt	Each Pkt.	As per requirement
23.	Red & Blue Pencil, (Natraj) /pc	each	As per requirement
24.	Red Pencil, (Natraj) /pc	each	As per requirement
25.	Blue Pencil, (Natraj) /pc	each	As per requirement
26.	Rubber stamp pad large,110mm x 69 mm /Faber Castell/pc	each	50
27.	Rubber Stamp Computerized Make Per Line	each	As per requirement
28.	One Hole Punching Machine (FP-20)	each	As per requirement
29.	Two Hole Punching Machine (kangaroo DP- 52)	each	As per requirement
30.	Rubber Stamp Round	each	As per requirement
31.	Facsimile Signature Stamp	each	As per requirement

32.	Sutli thin/kg	Per kg.	100
33.	Office lac (sealing vax) Tender./pkt	Each pkt.	As per requirement
34.	Sheep leather large/pc	each	As per requirement
35.	Steel Knife Emrald Eco (plastic handle Good Quality)/pc	each	100
36.	Short Hand Pencil (Apsara)/pc	each	500
37.	Sketch Pen (Black) Luxor/pc	each	3000
38.	Scissors Oddy 7" Inch/pc	each	100
39.	Stapler Machine HP-45 Kangaroo/pc	each	100
40.	Stapler HD 10 D Kangaroo	each	200
41.	Staple Wire 24/6 ,Kangaroo	each	500
42.	Staple Wire 10 no. Kangaroo/pc	each Pkt.	2000
43.	Sponge with cap Oddy DM-02/pc	each Pkt.	200
44.	Tag (Machine Made) Per Thousand Superior Quality	each	100000
45.	Azurlaid Paper (17" /27") (10.4kg)- Belarpur,Sirpur & J.K/ream	Per Ream	200
46.	Azurlaid Paper (17" /27") (13.4kg)- Belarpur, Sirpur & J.K/ream	Per Ream	200
47.	Brown Paper (36"/46") (28 kg.) Yash Brand/ream	Per Ream	15
48.	Binding Cloth (Good quality /meter)	meter	300
49.	D.F.C. Paper (17"/27") white 10.4 kg- Belarpur, Orient/ream	Per Ream	200
50.	Computer paper 75 GSM /Xerox/Spectrum-A/4 size/pkt	500 sheet/ Pkt.	5000
51.	Computer paper 75 GSM Xerox/Trust/Legal size/pkt	500 sheet/ Pkt.	500

52.	Pulp Board White/pc (22"X28", 10.4kg) Belarpur/Andhra/pc	each	As per requirement
53.	Rule Paper 8.6 Kg (17"/27") Belarpur/Orient/ream	Ream	15
54.	Short Hand Note Book -Milan (Lotus) 200 page/pc	piece	3000
55.	Straw Board (24 OZ)-White/pc	each	1200
56.	Type Carbon 503 (Black) - Kores /pkt	each	As per requirement
57.	Legal size computer paper J.K Max 67/70 GSM/pkt	500sheet / Pkt	500
58.	Flat File Board (24 OZ)/pc (14"/9.5")	each	30000
59.	Yellow File Cover (14"/10.5") with printing & inner lamination on thick board/pc	each	30000
60.	Red File Cover (14"/10.5") with printing & inner lamination on thick board/pc	each	40000
61.	White File Cover (14"/10.5") with printing & inner lamination on thick board/pc (Administrative File-Phc. Sch. X-21)	each	5000
62.	Brown envelope (size- 16" X 12") (39 kg.)/pc	each	10000
63.	Brown envelope (10" X 4½") (39 kg.) /pc	each	30000
64.	Plastic coated Yellow Envelope (11"x5") Pride 100 gsm/pc	each	1000
65.	Plastic coated Yellow Envelope (A4 Size) Pride 100 gsm/pc	each	1000
66.	Plastic coated Yellow Envelope (legal size )Pride 100 gsm/pc	each	1000
67.	White Envelope (11"x5") Pride diamond 100 gsm/pc	each	1000
68.	White Envelope (9"x4") Pride diamond 100 gsm/pc	each	1000
69.	Rorito Agro soft Gold Pen/pc or Good quality	each	2500
70.	Royal executive/J.K Bond Paper 100 GSM 500 sheet/pkt	each pkt	50
71.	Adhesive sticker on hard glossy paper (19 cm x 6.5 c.m)/pc	each pc	100000

### Miscellaneous Items

Sl No	Miscellaneous items	Unit	Quantity required to be purchased
1.	All out Machine with refill/pc	each	500
2.	All out refill/pc	each	1000
3.	Good Night Advance machine with refill/pc	each	1000
4.	Good Night Advance refill/pc	each	1000
5.	Appointment stand / Table calendar stand (Kebica/Gemson)/pc	each	200
6.	AAA Battery /Eveready, Heavy Duty/pc	each	500
7.	AA Battery /Eveready, Heavy/pc	each	500
8.	Brasso liquid 90 ml. "RECKITT BEMCKISER"/pc	each	50
9.	Nuvan 500 ml	ml	As per requirement
10.	*Bleaching powder 1/2 kg, (White Hansa Brand)	each Pkt.	1200
11.	Broom stick (Long size yellow, Superior Quality)/kg	Kg	1000
12.	Cup and saucer (Bone China) Goldline/set	Set	As per requirement
13.	Cotton rope/bundle	each bundle	As per requirement
14.	Candle 100 gm (Thick)/pc	each	200
15.	Collin (Big size) 500ml/pc	each	500
16.	Dettol liquid Hand Wash (Skin care) 200 ml. /pc	each	1500
17.	Distilled Water 5 lit per pc	Litre	400

18.	Engagement pad 2025, Ajanta/pc	each	As per requirement
19.	Fridge Bottles Perlpet/pc	each	As per requirement
20.	Fevi stick (15 gm.)/pc	each	As per requirement
21.	Glass table pad (2 X 1.5 ft.- 5mm.) /pc	each	As per requirement
22.	Gunny cloth/metre (Good Quality)	meter	As per requirement
23.	Harpic (500 ml.) /pc	each	1000
24.	Hit Spray (200 ml.) /pc	each	2000
25.	Hand sanitizer (Dettol, 50 ml.)/pc	each	As per requirement
26.	Link lock 41/pc	each	100
27.	Link lock 21/pc	each	50
28.	Link lock A/3/pc	each	50
29.	Lifebuoy soap small/pc	each	As per requirement
30.	Lemon scented phenyl white good quality (500 ml.)/pc	each	500
31.	Laxman rekha/pc	each	360
32.	Lizol 500 ml/pc	each	1100
33.	Mysore Sandal Soap/pc	each	100
34.	Markin Thick (Good Quality) /meter	each	1000

35.	Match box (TEKKA / HOME Light) /pc	each	1950
36.	Marker pen (Highlighter)Faber castel/pc	each	1000
37.	Mosquito coil (Mortien) /pkt	each	As per requirement
38.	Naphthalene ball100gm. (Eagle Brand)//pkt	each	1000
39.	Odonil (50 gm.)/pc	each	1400
40.	Plastic mug cello 1½ Litre/pc	each	20
41.	Plastic bucket 18 ltr 'UNILITE'/ CELLO'/pc	each	30
42.	Plactic Jug good quality 3 liter/pc	each	500
43.	Glass tumbler YERA/pc	each	2500
44.	*Phenyl eagle 1 Litre/pc	each	500
45.	Pencil cutter 'Single Hole' Good quality/pc	each	200
46.	Paper napkin "10on Lite (2 ply)" or any other good quality /pc	each pkt.	950
47.	Plain/ Rulled note pad medium(33 No) Neel gagan/pc	each	50
48.	Plain note pad small (22 size) Neel Gagan 80 pages /pc	each	500
49.	Plain/ Rulled note pad medium(40 No) Neel gagan/pc	each	500
50.	Surf excel soap large (250 gm approx.) /pc	each	As per requirement

51.	*Room Freshner (200 ml Godrej) /pc	each	1500
52.	*Room Freshner (200 ml Ryan) /pc	each	1500
53.	*Room Freshner (200 ml Riya) /pc	each	1500
54.	Restick flag (ODDY 25x75 mm,4 colour) /pc	each Pkt	5000
55.	Ring Guard file (monaf)/pc	Each	100
56.	Red markin/meter	Each	200
57.	Red harpic/pc	Each	100
58.	Rubber date stamp/pc	each	20
59.	Rat killer (50 gm., Mortien)	each	100
60.	Spring index file yellow (Hard Board) /pc	each	500
61.	Soap case (Good quality)/pc	each	20
62.	Steel (coat) hanger(thick-good quality)/pc	each	100
63.	Surf excel Powder (Quick wash)1 kg	each Kg.	As per requirement
64.	L folder file plain (Solo, A/4 Size)/pc	each	2000
65.	L folder file (Balhar, No.-102 S) With printing of monogram of P. H. C./pc	each	5000
66.	Tea set 15 pieces Sets (Bone China, Gold Line)/set	each set	10
67.	Table cloth (1.5x1.5 Metre) Rexine Thick (good quality) /pc	each	50
68.	*Vim bar (310 gm approx) Large size /pc	each	500
69.	Wheel active 1 kg.	each	As per requirement
70.	Waste paper basket (Small) cello/pc	each	100

71.	Waste paper basket (Big) Cello/pc	each	100
72.	*Coaster with stand /set	each	20
73.	Towel (75x150 C.M.) SUPER ULTREX Bombay Dyeing/SPACES/PORTICO /pc	each	150
74.	Towel (75x150 C.M.)/pc SANTINO Bombay Dyeing/ SPACES/PORTICO /pc	each	25
75.	Towel (75x150 C.M.) TULIP Bombay Dyeing / SPACES/PORTICO /pc	each	As per requirement
76.	Ezee wash 200 g	each	As per requirement
77.	Surf Excel powder quick wash 500g	Each pkt	450
* 78.	Tide Plus surf 500g	Each pkt	450
79.	James Paper Clip Oddy 30 mm 100 pcs/pkt	each	450
80.	Marker Pen (Faber castell)/pc	each	450
81.	Rubber band 100 Gram pkts (Oddy)	each	450
82.	Duracell Ultra Alkaline Battery AA	each	1100
83.	Duracell Ultra Alkaline Battery Battery AAA	each	1100
84.	Vim Liquid 250 ml	each	900
85.	Sticky pad Mousetrap	each	500
86.	Wet wipes 25 wipes Vega/Any other reputed brand	each	500
87.	Dry wipes 100 pulls (10 Lite 2 ply)	each	450
88.	Kitchen Napkin Cloth Mandhanian/other good quality/pkt containing 12 pcs	each	450
89.	Lipton Darjeeling Tea 250 g	each	450
90.	Lopchu Tea 250 g	each	450

91.	Scotch Brite (Steel Ball) 6 pcs pack	each	450
92.	Scotch brite sponge pack of 3 pcs	each	450
93.	Post It 3M flag	each pkt	As per requirement
94.	HB pencil 0.5mm with refill (Camelin)Model-Nouvel Mechanical	each	450
95.	Pen Drive (16 GB)	each	100
96.	Pen Drive (32 GB)	each	100
97.	Extension Board socket with 5 meter long wire (Oreva)	each	100
98.	DVD with Cover Sony	each	As per requirement

**Electrical Items**

SL No	Electrical Items	Unit	Quantity required to be purchased
1.	Electric Remote Call Bell Single Sound (A.C.) -CONA /pc	each	As per requirement
2.	Electric Remote Call Bell Single Sound (A.C.) -Anchor /pc	each	As per requirement
3.	Electric Remote Call Bell (Multiple Sound (D.C.) - CONA/pc	each	As per requirement
4.	Electric P.V.C. Tape/pc	each	50
5.	Tube Light (40 Watts) (White) (Four feet), Philips/pc	each	300
6.	Tube Light (20 Watts) (White) (Two feet), Philips/pc	each	As per requirement
7.	Table Lamp (Philips, Advantex) Superior quality	each	As per requirement
8.	Tube of Table Lamp - (9 Watts) - Philips /pc	each	As per requirement

9.	Tube of Table Lamp - (11 Watts) - Philips /pc	each	As per requirement
10.	Tube Light Slim (Yellow) - 36 Watts (Four feet), Philips /pc	each	As per requirement
11.	Tube Light Yellow (11 Watts) - (One feet)- Surya, Philips	each	As per requirement
12.	P.L. Tube 36watt, Philips/pc	each	As per requirement
13.	P.L. Tube 18 watt, Philips/pc	each	As per requirement
14.	Electric kettle Bajaj /Orient/pct	each	As per requirement
15.	Sodium Vapour Blub (250 Watts)- Philips/pc	each	As per requirement
16.	Sodium Vapour Blub (400 Watts)- Philips /pc	each	As per requirement
17.	Room Heater (Double Rod) Bajaj/pc	each	As per requirement
18.	40 watt Parawalia bulb Philips/pc	each	As per requirement
19.	18 watt L.E.D Surya/Philips	each	As per requirement
20.	LED 5 watt Havells	each	As per requirement
21.	LED 7 watt Havells	each	As per requirement
22.	LED 9 watt Havells	each	100
23.	LED 12 watt Havells	each	As per requirement
24.	LED 15 watt Havells	each	As per requirement
25.	LED 20 watt Havells	each	As per requirement
26.	LED 30 watt Havells	each	As per requirement
27.	LED 40 watt Havells	each	As per requirement

### Printed Forms

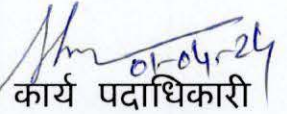
Sl N.	Forms	Unit	Quantity required to be purchased
1.	Title page part I with laminated (Civil side) in white colour (P.H.C Sch. III-2)	each	As per requirement
2.	Title page part II (Civil side) in blue colour (P.H.C Sch. III-2A)	each	As per requirement
3.	Title page part III (civil side) in green colour (P.H.C Sch. III-2B)	each	As per requirement
4.	Table of contents (civil side) for part I (P.H.C Sch. III-3)	each	As per requirement
5.	Table of contents (civil side) for part II (P.H.C Sch. III-3A)	each	As per requirement
6.	Table of contents (civil side) for part III (P.H.C Sch. III-3B)	each	As per requirement
7.	Title page part I with laminated (criminal side) in white colour (P.H.C Sch. IV-3)	each	As per requirement
8.	Title page part II (criminal side) in blue colour (P.H.C Sch. IV-3A)	each	As per requirement
9.	Title page part III (criminal side) in green colour (P.H.C Sch. IV-3B)	each	As per requirement
10.	Table of contents (criminal side) for part I (P.H.C Sch. IV-15)	each	As per requirement
11.	Table of contents (Criminal side) for part II (P.H.C Sch. IV-15A)	each	As per requirement
12.	Table of contents (Criminal side) for part III (P.H.C Sch. IV-15B)	each	As per requirement
13.	Printing of Judgement paper (Logo of Patna High Court) with punched	Each thousand	500000

## नियम एवं शर्तें :-

1. नमूने के बिना निविदा स्वीकार नहीं की जाएगी।
2. सामान अच्छी स्थिति में मानक के अनुरूप ओरिजिनल पैकिंग में होनी चाहिए।
3. निविदा में सामग्री की दर सभी टैक्स सहित साफ शब्दों में अंकित होना चाहिए।
4. इसके लिए कोई अग्रिम भुगतान नहीं किया जाएगा।
5. फर्म/सप्लायर को सामान के साथ तीन कॉपी में बिल जमा करना होगा।
6. बिना अग्रधन (ई0एम0डी0) और नमूनों वाली निविदाओं सहित किसी भी या सभी निविदाओं को स्वीकार और अस्वीकार करने का अधिकार न्यायालय के पास सुरक्षित है।
7. इनकम टैक्स रिटर्न/सेल्स टैक्स क्लियरेंस सर्टिफिकेट/जीएसटी न0/पैन नं0 आदि का अद्यतन अभिप्रमाणित प्रति निविदा के साथ जमा करना होगा।
8. सामग्री की आपूर्ति एवं निरीक्षण के उपरांत बैंक खाता के माध्यम से भुगतान किया जाएगा। नगद भुगतान किसी भी परिस्थिति में नहीं किया जाएगा। किसी भी सामान में किसी प्रकार की त्रुटि पाये जाने पर आपूर्तिकर्ता को उसे बदलकर दूसरा पीस देना होगा जिसके लिए कोई अतिरिक्त भुगतान नहीं किया जाएगा।
9. रू0 100000/- ; एक लाख मात्र का अग्रधन ( ई0एम0डी0 ) राष्ट्रीयकृत बैंक/अनुसूचित बैंक से डिमांड ड्राफ्ट के रूप में "Registrar General, Patna High Court, Patna" के पक्ष में देय होगा इसे पटना उच्च न्यायालय के परचेज सेल में निविदा के साथ जमा करना होगा। निविदा देने वाले फर्म से आग्रह है कि डिमांड ड्राफ्ट के पीछे अपना नाम एवं पता अवश्य लिखें।
10. अग्रधन (ई0एम0डी0) की छूट : वैसे व्यवसायिक प्रतिष्ठान जो एन.एस.आई.सी. या संबंधित विभाग, केन्द्रीय क्रय संगठन/राज्य क्रय संगठन से पंजीकृत हैं उन्हें अग्रधन जमा करने से छूट दी जाएगी। वैध पंजीकृत एन.एस.आई.सी. प्रतिष्ठानों को कागजी प्रमाण-पत्र यथा एन.एस.आई.सी. पंजीकृत प्रमाण-पत्र प्रस्तुत करना होगा।
11. बिना अग्रधन ( ई0एम0डी0 ) वाले निविदा स्वीकार नहीं किए जाएंगे।
12. सफल निविदादाता को सामग्रियों की आपूर्ति मान्य दर पर एक वित्तीय वर्ष के लिए वैध होगा जिसे आपसी सहमति से अगले एक वर्ष के लिए भी विस्तारित किया जा सकता है।
13. सामग्रियों को रंग और सुगंध के आवश्यकतानुसार बदली की जा सकती है।
14. बॉम्बे डाइंग ब्रांड के तौलिये के प्राधिकृत डीलरों के साथ-साथ निर्दिष्ट जी.एस.एम के तौलिया हेतु स्पेसेस/पोर्टिको और अन्य समकक्ष ब्रांडों के अधिकृत विक्रेता मिसलेनियस सामग्री से

संबंधित सामग्री संख्या 73, 74 एवं 75 के लिए निविदा देंगे तथा निविदादाताओं को अपना अधिकृत विक्रेता प्रमाण पत्र भी संलग्न करना होगा।

15. उपर में वर्णित "मुद्रित फॉर्म" के अंतर्गत कम संख्या 01 से 12 तक कुल 12 प्रकार के फॉर्म निर्धारित रंगों में होना चाहिए। टाइटल पेज भाग-I दोनों सिविल एवं अपराधिक पक्ष सफेद रंग में लेमिनेटेड, 165 जी.एस.एम. मोटे फुल स्केप साईज पल्प बोर्ड में मुद्रित होना चाहिए। परन्तु पार्ट-II और पार्ट-III क्रमशः नीले और हरे रंग के फुल स्केप साईज में बिना लेमिनेशन के 165 जी.एस.एम. पल्प बोर्ड में मुद्रित होना चाहिए। बाकी के फॉर्म 60 जी.एस.एम. पेपर पर मुद्रित होना चाहिए। फर्म उपर्युक्त फॉर्मों की आपूर्ति उपर वर्णित पेपर के निर्धारित रंग, साईज एवं मोटाई में मुद्रण के साथ उपलब्ध करायेगें।
16. जहाँ तक उपर में वर्णित "मुद्रित फॉर्म" के अंतर्गत कम संख्या 13 का संबंध है इसमें जजमेंट पेपर पर मुद्रण के साथ छिद्रण, बाईं ओर दो छेद के लिए केवल दर आमंत्रित की गई है। जजमेंट पेपर पर PATNA HIGH COURT & LOGO OF NATIONAL EMBLEM मुद्रण होना है। मुद्रण और छिद्रण के लिए कार्यालय आवश्यक कागज फर्म/प्रेस को आपूर्ति करेगा।

  
विशेष कार्य पदाधिकारी  
पटना उच्च न्यायालय, पटना