

No. HCK/STY/01/2021

**HIGH COURT OF KARNATAKA
KALABURAGI BENCH, KALABURAGI
DATED: 28th AUGUST, 2023**

NOTIFICATION

Sub: Calling of sealed quotations for supply of stationery articles to this office – reg.

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It is hereby notified that the High Court of Karnataka proposes to purchase stationery articles, as indicated in Annexure-II to this Notification.

Therefore, sealed quotations are invited from various firms which are dealing with manufacturing and supply of stationery articles, located in kalaburagi city, in the format as per Annexure-I and II enclosed to this Notification.

CONDITIONS FOR SUPPLY OF ARTICLES:

1. The successful firm/firms shall supply the articles as at Annexure-II as and when indents are placed by the High Court, at the rates accepted, for a period of one year from the date of work order.
2. The successful firm/firms shall execute an agreement in the format approved by the High Court of Karnataka and the rates accepted shall not be increased till the completion of the agreement period of one year or up to Rs. 5.00 Lakhs (Rupees Five Lakhs) purchase value, whichever is earlier, from the date of work order.
3. Interested firm/firms shall furnish details, if any, of similar supplies made by them to Government Organisations.
4. Interested firm/firms shall furnish copies of Registration Certificate of their Firm/Company.

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5. Interested firm/firms shall furnish copies of their GST Registration Certificate.
6. The successful firm/firms shall ensure good quality and quantity of the articles supplied at all times and the articles shall be delivered to the Stationery Branch of the High Court of Karnataka, within a day from the date of placing the order.
7. The payment for supply of articles shall be made through Khajane-II facility of Government of Karnataka.
8. Right is reserved by the High Court to cancel the Agreement at any point of time, without assigning the reasons, if the supplied articles are found to be not satisfactory.
9. The right is reserved by the High Court to negotiate / accept / reject / cancel any quotation, without assigning the reason, whatsoever.
10. The sealed quotation should reach the Office of the Addl. Registrar General, High Court of Karnataka, Kalaburagi Bench, Kalaburagi, not later than 12.09.2023 at 05.00 p.m. Any quotation received after the due date shall not be considered. The sealed cover containing the quotation should be superscribed with "QUOTATION FOR STATIONERY ARTICLES".
11. The quotations will be opened on 13.09.2023 at 04.00 a.m.

Sd/-

**Addl. Registrar General,
High Court of Karnataka,
Kalaburagi Bench.**

ANNEXURE-I
(To be typed in Firm Letter Head)

Sl. No.

Ref. No. HCK/STY/01/2021

To,
The Addl. Registrar General,
High Court of Karnataka,
Kalaburagi Bench,
KALABURAGI

Dear Sir,

We hereby quote our lowest price for the supply of stationery articles as per the Terms and Conditions prescribed by the Hon'ble High Court of Karnataka, Kalaburagi Bench, Kalaburagi and also agree to execute an agreement in this regard. The rates quoted will be for a period of one year or up to Rs. 5.00 Lakhs (Rupees Five Lakhs only) purchase value, whichever is earlier, from the date of work order.

1	Name of the Registered Firm/Company and its Authorized Representative. (IN BLOCK LETTERS)	
2	Full Address	
	i) Telephone No.	
	ii) Mobile No.	
	iii) E-mail Address	
3	PAN Number (Xerox copy to be enclosed)	
4	Details, if any, of similar supplies made by the Firm to any Government Organisation/s.	

5	Registration Number (Copy of the certificate to be enclosed)	
6	GST Registration Number (Copy of the certificate to be enclosed)	
7	Self declaration that the firm is not black-listed any where.	

**Sd/-
NAME AND SIGNATURE
OF THE PROPRIETOR WITH
SEAL OF THE FIRM**

PLACE:

DATE:

FROM

ANNEXURE-II**FORM FOR SUBMISSION OF QUOTATION FOR SUPPLY OF
STATIONERY ARTICLES TO THE HIGH COURT OF KARNATAKA,
KALABURAGI BENCH, KALABURAGI**

Sl. No.	Items Particulars	Quantity	Brand Name/ Specification	Rate Per Unit (Exclusive of GST)	GST Rate (%)	Total
1.	Blue Papers (Azurelaid Paper) 80gsm (A4 size)	for each Ream				
2.	Bound Books (200 & 400 pages)	for each				
3.	Packing Papers	for each				
4.	Calling Bells	for each				
5.	Cellotapes 1" & 2"	for each				
6.	Fevisticks 8 & 15 grms	for each				
7.	File Boards	for each				
8.	Blaze Cloth : Green	for each				
9.	Gum Bottles (150, 300 & 500 ml)	for each				
10.	Gum Powder	Per KG				
11.	Gunny Thread	Per KG				
12.	Hi-Lighter Pens	for each				
13.	Ink Bottles (For fountain pen)	for each				
14.	Jump Clips	for each				
15.	Knife	for each				
16.	Kora Cloth	Per Mtr				
17.	Magnifying Glasses (65 & 75 mm)	for each				
18.	Permanent Marker Pens (different colours)	for each				
19.	Mender/Pencil Sharpeners	for each				
20.	Needles for stitching	for each				
21.	Stitching Thread	for each				
22.	Pad Ink Bottles (100 ml)	for each				
23.	Paper Cutters (Small)	for each				

24.	Paper Cutters (Big)	for each				
25.	Paper Weight	for each				
26.	Pencil Erasers (Rubber)	for each				
27.	Pen & Pencil Mugs	for each				
28.	Pencils (black led) Apsara/Doms	for each				
29.	Pencils – Coloured (Red/ Blue/Green/yellow)	for each				
30.	Scale (Steel, Wooden, etc.)	for each				
31.	Pokers (plastic/wooden)	for each				
32.	Post – it – Pads (3x3")	for each				
33.	Post – it – Pads (3x3") Plastic	for each				
34.	Punching Machines (Double Hole)	for each				
35.	Punching Machines (Single Hole)	for each				
36.	Refills (Blue/Red/Green/Black for Add Gel Pens)	for each				
37.	Rubber Bands packet	for each				
38.	Scissors (Big & Medium size)	for each				
39.	Scribbling Pads	for each				
40.	Stamp Pads (Self Ink Pad)(Small & Big)	for each				
41.	Sketch Pens	for each				
42.	Stapler Machines (Big, Heavy & Medium)	for each				
43.	Stapler Machines(Small, HD 10D)	for each				
44.	Stapler Pins (No.10 & 24/6)	for each Box				
45.	Stick Files (Plastic)	for each				
46.	Tags	for each				
47.	Water Pads (Water Sponge)	for each				
48.	White Papers (Thick)	for each Ream				
49.	White Cotton Tapes	for each				

50.	Brown Tapes 2" (50 & 100 mtrs)	for each				
51.	Table writing pads	for each				
52.	Copier/Xerox Papers – A4 size	for each Ream				
53.	Copier/ Xerox Papers – A3 size	for each Ream				
54.	Zip Leather Files	for each				
55.	Whitener Pens (Whitener)	for each				
56.	Shorthand Note Books	for each				
57.	Shorthand Pencils	for each				
58.	<i>Computer Paper (Sheets)</i> 10 X 12 X 1 (White)	for each				
59.	10 X 12 X 1 (Azurelaid)	for each				
60.	10 X 12 X 2 (White)	for each				
61.	10 X 12 X 3 (White)	for each				
62.	15 X 12 X 1 (White)	for each				
63.	15 X 12 X 2 (White)	for each				
64.	15 X 12 X 3 (White)	for each				
65.	Pen Stand with Pens	for each				
66.	Executive Bond Papers (A4 size)	for each Ream				
67.	Document Display Folders	for each				
68.	White Covers (9x4) (90 gsm)	for each				
69.	Add Gel Pens – Black / Blue / Green / Red	for each				
70.	LCD Pen Stand (Box)	for each				
71.	Office Tray (Plastic)	for each				
72.	Desk Pen/Pen Holders	for each				
73.	Other Pens	for each				
74.	Ordinary Refills	for each				
75.	Pen Drives (8GB, 16GB, 32GB)	for each				
76.	Magnetic Pin Boxes	for each				
77.	Uniball Pens	for each				

78.	Jotter Pens	for each				
79.	Jotter Pen Refills	for each				
80.	World Globes	for each				
81.	Calculators	for each				
82.	Exam Pads	for each				
83.	Long size Registers (For Accounts)	for each				
84.	Maps (all Kinds)	for each				
85.	Wrapper/Paper Cutting Machines	for each				
86.	Cloth covers (A4 & A3 size)	for each				
87.	L shape folders (A4 & Legal size)	for each				
88.	Pilot pens	for each				
89.	Box lever files	for each				
90.	Binder clips (19mm, 25mm & 32mm)	for each				

Place :
Date :

SIGNATURE OF THE PROPRIETOR
SEAL OF THE FIRM