

**HIGH COURT FOR THE STATE OF TELANGANA
AT HYDERABAD**

TENDER NOTIFICATION

ROC.NO. 61 /2022 – STY.,

Sealed quotations are invited for supply of various stationery and Non Stationery items, for the year 2022-24 on credit basis.

The intending bidders may submit their sealed quotations to the undersigned superscribing “Quotations for supply of Stationery and Non Stationery Items” during the office hours, i.e., 10.30 a.m. to 5.00 p.m. on or before 20.01.2022 at the Office of Registrar (Management) at 5th Floor of Administrative Building.

The firm shall submit details of PAN, GST and other relevant details and items to be supplied shall of standard quality.

The intending bidders should mention the MRP, Offer price, GST and total price separately in the quotation in the order and serial numbers as shown in the Schedules and **the successful bidder shall supply at the rates quoted for a period of two year from the date of acceptance of the quotation.**

Should the bidder entertain any doubt with regard to quality, size and brand of any item of stationery, he/it shall seek clarification from the Section Officer, Stationery Section of the Hon’ble High Court or inspect the items during Office working days between 10 a.m and 5 p.m.

The **REGISTRY** reserves the right to accept or reject any or all the quotations in full or in part without assigning any reason and also reserves the right to issue purchase order to more than one tenderer and quantity may vary.

HYDERABAD,
DT: 5.1.2022.


5/1/2022
REGISTRAR (MANAGEMENT)

HIGH COURT FOR THE STATE OF TELANGANA

AT HYDERABAD

| Sl No. | Item description | MRP | Rate Quoted | | |
|--------|--|-----|-------------|----------|-------------|
| | | | Offer price | GST Rate | Total Price |
| 1. | Adjustable Writing Pad (Kebica Executive Adjustable Table Top-2044) Transparent (size 15 x 12) | | | | |
| 2. | Allout Liquid refill – 45 Nights per piece | | | | |
| 3. | Allout Machine – Ultra with refill per piece | | | | |
| 4. | Box Files – F/S size – RND Lever File | | | | |
| 5. | Office files – F/S size Ashoka (777) | | | | |
| 6. | Calculator (Check & Correct, 12 digit) – Casio – DJ 120D | | | | |
| 7. | Cellophane Tape – 1” size – GK Wonder 999 20 mtrs | | | | |
| 8. | Damper – Mangal brand | | | | |
| 9. | Strip Folders (F/S size) MSM Files – Rajput No.B.22 | | | | |
| 10. | Strip Folders (A4 size) MSM Files - Rajput No.B.22 | | | | |
| 11. | L-Type Folders (F/S size) (Lamino Moraco – 25 Nos. packet Transparent Mr. Brand Clear | | | | |
| 12. | L-Type Folders (A4 Size) (Lamino Moraco – 50 Nos. packet Transparent Mr. Brand Clear | | | | |
| 13. | A4 size Transparent Folder – 100pc packet Transparent Mr. Brand Clear | | | | |
| 14. | F/S size Transparent Folder – 100pc packet Transparent Mr. Brand Clear | | | | |
| 15. | Steel Coat Hangers – OMAX Multi purpose) | | | | |
| 16. | Reynolds Pens – 045 (4 colours) | | | | |
| 17. | Reynolds Refills – Blue | | | | |
| 18. | Room Fresheners – 217 ml (Premium / Concord – all flavours) | | | | |
| 19. | Soap Box – Chetan medium size | | | | |
| 20. | Erase Ex White fluid – Kores 15 ml | | | | |
| 21. | Erase Ex Pen Correction Pen – Camlin – 7 ml) | | | | |
| 22. | Hit Mosquitoes (400ml – Black) | | | | |

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| 23. | Eraser –Apsara Non dust (Packet containing 20 pieces, Code 102300012) | | | | |
| 24. | Sharpener – Apsara (packet containing 20 pieces) | | | | |
| 25. | Flair-Hauser Sonic Gel/ Reynolds Racer Gel All colours | | | | |
| 26. | Water Glasses – Pack of 6 pieces (Janga - Black Gold / Bone China) | | | | |
| 27. | Water Glasses – Yera 6 pics pack as per sample | | | | |
| 28. | Odonil Air Freshener–10grams Godrej Co zipper 30days | | | | |
| 29. | Mysore Sandal Soap–75grams | | | | |
| 30. | Thermos Flask Milton- ½ ltr., Handle type fiber body Cafetressa 500 | | | | |
| 31. | Thermos Flask Milton-1 ltr., SS Steel | | | | |
| 32. | Wall Clock -10” size (Ajantha-gold frame / Oreva AQ1937 DX) white colour | | | | |
| 33. | Wall Clock – big size (Ajantha – Oreva AQ 1477) white colour | | | | |
| 34. | Steel Spoons (Lunch) – pkt of 12 nos. (Kalpana Baby Spoon / Globe) | | | | |
| 35. | Steel Spoons (Tea) – pkt of 12 nos. (Kalpana / Globe) | | | | |
| 36. | Cup and Saucers – per dozen (Bone China – Clay craft) spl. | | | | |
| 37. | Lunch Plates – per dozen (Bone China – Deepa) | | | | |
| 38. | Cup and Saucers – per dozen (Bone China – Deepa) – Normal | | | | |
| 39. | Tiffin Plates – Spl. Deepa (per dozen) | | | | |
| 40. | Tiffin Plates – ordinary as per sample (Ambient) | | | | |
| 41. | Tea Coaster – Swan 6 pcs pack | | | | |
| 42. | Lunch Plates (Prince Sterling – plastic) – ordinary As per sample per pic | | | | |
| 43. | Buckets – Chetan-20 Ltrs., | | | | |
| 44. | Buckets – Chetan 9 Ltrs., | | | | |
| 45. | Mugs – Chetan–1000 ml | | | | |
| 46. | Mugs – Chetan – 500 ml | | | | |
| 47. | Adhesive Chemical paste (1Kg pkt) as per H.C sample | | | | |
| 48. | Samsung Toner Cartridges for Fax Machine ML 2010D3 printer (Toner No. D119S) | | | | |

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| 49. | Brother Toner Model No Cartridge TN- 2365 Fax | | | | |
| 50. | Rexene – Maroon (Table top purpose) Style ER 21 – 40 mtrs., bundle width 54” bliss 35 quality per meter | | | | |
| 51. | Rexene Binding work (red) Per meter | | | | |
| 52. | Briefcase – 10 cms A.R Prince or American Tourister | | | | |
| 53. | Briefcase – American Tourister 14 cms Registrars | | | | |
| 54. | Briefcase – President brand 18 or 20 cms for Hon’ble Judges | | | | |
| 55. | Circulation Bags- 15x15x21 size as per High court’s sample Black (Big) | | | | |
| 56. | Circulation Bags- 13x13x15 size as per sample (small) | | | | |
| 57. | Brass Emblem for Drivers & Attenders Caps as per HC sample | | | | |
| 58. | Brass Badge for Attenders Cross Belt as per HC sample | | | | |
| 59. | Chest Piece - as per HC sample (cloth) | | | | |
| 60. | Cross Belt - as per HC sample (cloth) | | | | |
| 61. | Peak Caps for Drivers as per HC sample | | | | |
| 62. | Red Silk Turbo Caps as per HC sample | | | | |
| 63. | Waist Belt - as per HC sample | | | | |
| 64. | CL Printed Ledgers-300 pages, 90 GSM, Index, Alphabetical with leather binding numbering as per High Court sample | | | | |
| 65. | Stock Register – 800 pages each made with 90 GSM paper (with printing, numbering and leather binding as per High Court’s sample) | | | | |
| 66. | Car Perfumes (Godrej Co) Per piece | | | | |
| 67. | Citizen Table Call Bell Executive’s Spring Call Bell – per piece | | | | |
| 68. | Pen Stand - Multipurpose (Kebico No.2042 – per piece 1314 m with dater | | | | |
| 69. | Pen Stand Tumbler black 5” size Kebico (Round) | | | | |
| 70. | Umbrella – Citizen – per piece Black basic model | | | | |
| 71(a) | AAA Cells (Eveready) – per piece | | | | |
| (b) | AAA Cells (Durocell) – per piece | | | | |
| 72. | AA Cells-(Eveready) – per piece | | | | |
| (b) | AA Cells-(Durocell) – per piece | | | | |

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| 73. | 9 volts battery (max well) | | | | |
| 74. | Addgel Achiever Pen– per piece 4 colours | | | | |
| 75. | Agarbathi (Cycle brand-44 grams) – per packet | | | | |
| 76. | Apsara Platinum Pencil | | | | |
| 77. | A4 size Laminated pad size (12 x10) covers (yellow) – per piece | | | | |
| 78. | A4 size Stickers (Desmat-ST-1) – per packet (210 x 297 mm) per pkt 100 sheets | | | | |
| 79 | Binding Clips - 51 mm- (12 pics box) | | | | |
| 80 | Binding Clips - 41 mm- (12 pic. Box.) | | | | |
| 81 | Binding Clips - 32 mm- (12 pic. Box) | | | | |
| 82 | Binding Clips - 25 mm- (12 pic. Box.) | | | | |
| 83 | Binding Clips - 19 mm- (12 pic. Box.) | | | | |
| 84 | CD Markers (Camlin-10piece packet) all colour | | | | |
| 85 | Computer File Folders (132 column-landscape) Per pc. | | | | |
| 86 | File Tags – Green-14” size (100 piece packet) | | | | |
| 87 | Fevi Stick – 8 grams Per pc. | | | | |
| 88 | Gem Clips – Silver plated (Pilot office clips 26mm) (Box of 12 packets) | | | | |
| 89 | Gem Clips – Silver plated (35mm) (Box of 12 packets) | | | | |
| 90 | Highlighter Pens (Ferber Castle or camlin -5piece pkt) | | | | |
| 91 | Knife (Royal kitchen) SS No.8 (10 Nos. packet) | | | | |
| 92 | Paper Cutter (push back – Premier) with high carbon 9mm steel blade per pc. | | | | |
| 93 | Permanent Markers (Reynolds-10pc pkt) all colour | | | | |
| 94 | Laminated Self sticking G.Net Cover 18x14 size per pc. | | | | |
| 95 | Laminated Self sticking G.Net Cover 16x12 size per pc. | | | | |

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| 96 | Laminated Self sticking G.Net Cover 14x10 size per pc. | | | | |
| 97 | G.Net Cover A4 size 8 ½ x 11 ½ size per pc. | | | | |
| 98 | Post-it-pads – 3”x1” size (3M company) – Yellow, Pink, Blue and Orange) per pc. | | | | |
| 99 | Post-it-pads – 3 in one (3m company) 1” size per pkt | | | | |
| 100 | Past-it- pads 3 x 3 yellow butter flags per pkt | | | | |
| 101 | Post it pads 5 colours plastic butter flag 5 x 1 per pkt | | | | |
| 102 | Post it pads multi colour 3 x 3 3m company 100 leaves per pkt | | | | |
| 103 | PP Clear- L-Type Folders F/S size (Sun – 12) (12 piece packet) | | | | |
| 104 | PP Clear- L-Type Folders A4 size (Sun – 12) (12 pice packet) | | | | |
| 105 | Plastic Folders – Transparent (Mr brand F/C “C”-Folders- 100piece pkt | | | | |
| 106 | Sheet protector A/4 & F/s (sun brand) per pkt 100 pcs. | | | | |
| 107 | Rubber Bands (2” size 100grams packet) | | | | |
| 108 | Scissors (Wilson – 8”) 21.5 cms Steel Blade Plastic Handle | | | | |
| 109 | Sketch Pens (Luxor – 10 pieces single color packets) Red, Blue, Black, Green | | | | |
| 110 | Spiral Pads – small –ruled - top open (Maark Premium notebook Size No.3) | | | | |
| 111 | Spiral Pads – small –ruled - top open (Maark Premium notebook Size No.5) | | | | |
| 112 | Spiral Pads – Big –ruled - top open (Kapil No. 555) | | | | |
| 113 | Spiral Binding Spring – 1Kg pkt as per HC sample | | | | |
| 114 | Spiral Binding Sheets F/S (per 100 pic pkt) | | | | |
| 115 | Spiral Binding Sheets A4 (per 100 pic pkt) | | | | |
| 116 | Steel Scale 12” size | | | | |
| 117 | Uni Eye Ball Pen all colours | | | | |
| 118 | Pilot V5 pens all colours | | | | |
| 119 | Wonder Tape 2” size (Brown-20mtrs) | | | | |

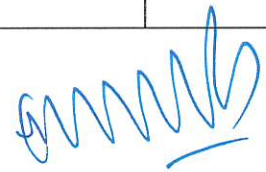
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| 120 | Brasso Polish (100ml bottle) | | | | |
| 121 | Colin Spray liquid (500 ml) | | | | |
| 122 | Dettol Hand Wash Liquid bottle (215 ml) | | | | |
| 123 | Dettol Soap – (125 grms) | | | | |
| 124 | Dater stamps | | | | |
| 125 | 90/60 big stamp | | | | |
| 126 | 4 lines stamp | | | | |
| 127 | Running matter 70/40 per line | | | | |
| 128 | Single line bold title stamp | | | | |
| 129 | Self ink Stamp | | | | |
| 130 | Nose Masks – disposals – per piece as per sample 3 layers | | | | |
| 131 | N-95 Mask with out Filter | | | | |
| 132 | Naphthalene balls (White-100grms pkts) | | | | |
| 133. | Disposal Hand Grouses 100 pcs pack | | | | |
| 134. | Silicon Glows (Jaycot) 100 pcs pack | | | | |
| 135. | Emblem Sheets with (two colour Printing with Ashok emblem A4 size) 90 GSM | | | | |
| 136. | Letter Pads (Pad of 100 letter heads) (name and address with two colour logo to be printed on 100 GSM A4 size Albesto Paper) | | | | |
| 137. | Letter Pads (Pad of 100 letter heads) (name and address with “Ashok Emblem” Gold Embossing to be printed on 100 GSM, 19½ x26 cms size Albesto Paper) as per the sample | | | | |
| 138. | Address covers (Address with two colour logo to be printed on 100 GSM White / OH white Cover -10x4 ½” size | | | | |
| 139. | Visiting Cards – box of 100 cards (printed with two colour logo – Stretcher) | | | | |
| 140. | White Envelop with 2 colour-logo printing 11 x 6 90 GSM 100 pcs pkt | | | | |
| 141. | Tissue Box (Premier) 20 x 20 size 100 pcs pkt | | | | |
| 142. | Tissue Roll (Premier) | | | | |
| 143. | Spiral Books 5 No. (Mark Co) top open | | | | |
| 144. | Ding Dong Bell (Maru) | | | | |
| 145. | Extension Cords (Maru make–2 Pin) (10 meters) | | | | |

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| 146. | Remote Calling Bell (White make) (Gold Medal) | | | | |
| 147. | Buzzer Bell (Maru make) | | | | |
| 148. | Mosquito Repellent Big 40 walts or volts | | | | |
| 149. | Mosquito Repellent small 20 walts or volts | | | | |
| 150 | Hot Kettle – (1 Ltr.,) capacity (Oreva / Crompton make) | | | | |
| 151. | Emergency Lights – LED (Philips) / Crompton | | | | |
| 152. | Table Lamp (Philips) / Crompton | | | | |
| 153. | Mosquito racket (Hit/ Oreva) | | | | |
| 154. | Reynolds pens (Bright) all colours | | | | |
| 155. | S.S Steel Flask 500 ml (Milton) | | | | |
| 156. | S.S Steel Flask 1000 ml (Milton) | | | | |
| 157. | All Pins (Lion Pin sheets – plated pins, needle points, packet contains 100 sheets | | | | |
| 158. | Cardboard – 1 pound – Binding material 54 sheets 26x30 size | | | | |
| 159. | Cardboard – 2 pound – Binding material 28 sheets 26x30 size | | | | |
| 160. | Cardboard – 2 ½ pound – Binding material 22 sheets 26x30 size | | | | |
| 161. | Cardboard – 3 pound – Binding material 18 sheets 26 x 30 size | | | | |
| 162. | Carbon paper Blue & Black 100 sheets per pkt Ashoka Kores 210 x 330 mm | | | | |
| 163. | Banath Cloth (maroon) – as per HC sample per meter | | | | |
| 164. | Calico cloth (rate per meter) Vinayaka 105 to 107Cms, 20 mtrs., Role) | | | | |
| 165. | Gunny cloth (rate per meter) As per High Court Sample | | | | |
| 166 | Cotton Tape (Bhavani make – a bundle containing 8 rolls of 9 mts., etch – 13mm size – weight 150 gms) | | | | |
| 167 | Cotton Twine thread box (Anil thread – each packets of 4 balls - 60 grams) Round | | | | |

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| 168 | Despatch covers per 100 Nos. – Packet contains 500 per box) (envelopes – brown – 80 gsm, 11x5 size) | | | | |
| 169 | Double Punch (Kangaro-52, 8 cm – 1mm capacity) | | | | |
| 170 | File Pads 10 x 14 size per pad | | | | |
| 171 | Address Stickers (Expresso / Dismate pre-gummed computer labels – 210 x 297 mm size, each packet containing 100 sheets 12 labels per sheet | | | | |
| 172 | File Tags – 8” size (500 pc per bundle) Red Colour per pkt | | | | |
| 173 | Laminated pad covers – each (yellow – 16x12 size) 50 Nos. | | | | |
| 174 | Marble Paper per ream all colours | | | | |
| 175 | Stamp Pad Ink bottle (Ashoka-30ml) Blue / Black / Red | | | | |
| 176 | Paper weight (Gemson–Big–12pieces pack) – Glass | | | | |
| 177 | Plastic Tray (Chetan – 15 ½”x11 ½” size) | | | | |
| 178 | T.Tray Melamine Off-white 8 x 12 (2 cups size) | | | | |
| 179 | T.Tray Melamine Off-white 14 x 18 size (6 cups) | | | | |
| 180 | Single Punch No 376224 steel body Kangaroo | | | | |
| 181 | Stamp Pads 160 mm x 99 mm (big) Ashoka – all colours | | | | |
| 182 | Stamp pad 110mm x 70 mm size (Ashoka) – Blue / Black / Red – Small | | | | |
| 183 | Stapler (Big) (Kangaroo-HP 45)- | | | | |
| 184 | Stapler (Small) (Kangaroo-No.10) – | | | | |
| 185 | Stapler pins (Big) – Kangaro-Munix 24/6-1M – | | | | |
| 186 | Stapler pins (Small) – Kangaro Munix-No.10-1m) - | | | | |
| 187 | Shorthand Note Books – 200 pages of size 8 x 5 ½ As per High Court’s Sample | | | | |
| 188 | White Envelope Covers (100 gsm, 10x4 ½” size) 100 pic pkt | | | | |
| 189 | Waste paper basket (Chetan – 10” size jali model | | | | |

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| 190 | Writing pads (23x16 size) (As per sample) | | | | |
| 191 | Duster Cloth (Kora Cloth – per meter) | | | | |
| 192 | Country twine (Sutili- 5 ply- per Kg.) | | | | |
| 193 | Resograph Ink Tube – CP Ink Black C817227 Ink Tube | | | | |
| 194 | Resograph Master Roll CPMT 23 Master Rolls | | | | |
| 195 | Ink Cartridge for Franking Machine Model No. D1+ 100i (793-5SB) Ink tubes | | | | |
| 196 | Franking machine model No DM140i Tape Rolls (item code 613-H) HSN Code 481141 | | | | |
| 197 | Franking machine model No DM140i Ink Cartridges (Item code 789-BL) connect + ink HSN code 32151990 | | | | |
| 198 | Stitching Thread (Mayur thread No.2, 90 gms – Art. No.400) | | | | |
| 199 | Fevi Gum-Synthetic Gum 22.5ml bottle | | | | |
| 200 | Touchen (small size) - Plastic Body | | | | |
| 201 | Cloth made covers 16x6 size per pc. | | | | |
| 202 | Brown folders A/3 as per sample (Black with printing) | | | | |
| 203 | Proceeding Sheets F/S 21 ½ x 34 ½ cmt with both side black printing | | | | |
| 204 | A4 Sticker Sheets 210 x 297 mm (Dis-mate) | | | | |
| 205 | Vim bar soap 500grms | | | | |
| 206 | Tail Books 200 pgs printing with marble binding | | | | |
| 207 | Lunch Motion slips A4 size per bundle 500 sheets with printing as per High Court sample | | | | |

Hyderabad
Date: 5.1.22



REGISTRAR (MANAGEMENT)