

## High Court of Judicature at Allahabad

### Tender Notice

#### Stationery items including OEM Toner Cartridges, Computer Consumable stationery items and different types of Compatible toner cartridges for printers

Sealed Tenders are invited for the supply of various Stationery items including OEM Toner Cartridges, Computer Consumable stationery items and different types of Compatible toner cartridges for printers to Hon'ble High Court. The detailed terms and conditions pertaining to this tender are as given below:-

#### General Terms and Conditions:

1. The approximate quantity of various Stationery items including OEM Toner Cartridges, Computer Consumable stationery items and different type of Compatible toner cartridges for printers is given as Annexures in List 1A, 1B and 1C.
2. Tenders of those suppliers/ firms will be accepted which are registered either with the Government Of India or the Government Of Uttar Pradesh.
3. Interested firms/ authorized suppliers need to deposit a sum of Rs. 20,000/- as Earnest Money (EMD) in the form of Bank Draft/Banker's cheque in the Hon'ble Court by 10.08.2023 2:00 PM.
4. Interested firms/ authorized dealers will have to submit two copies of tender along with the receipt/ challan of Earnest Money along with other relevant documents in a sealed envelope to the Stationery Section of this Hon'ble High Court by 10.08.2023 2:00 PM. Any tender submitted after the due date will not be considered in any condition.
5. Tenders without Earnest Money Deposit slip and Samples (if applicable) will not be considered.
6. Taxes(GST etc.)/ incidental charges if any, payable by the Bidder for the execution of work under this Tender shall be included in the final Bid Price.
7. All the bidding firms will be informed accordingly about opening of tenders.
8. The tenders such received will be opened in the presence of such bidding firms by any nominated officer of the Hon'ble High Court.
9. The EMD may be forfeited if the Bidder withdraws its bid or, in case of a successful bidder, if the bidder fails to accept the letter of Intent and fails to submit performance security within 7 days of acceptance of letter of Intent.
10. If any bidding firm does not fulfill any of the tender conditions, tender of such firm will not be considered.
11. After scrutiny and examining the proposals as per the cost and quality requirement of the Hon'ble High Court, the Hon'ble High Court may accept the bid which is found to be suitable or reject any or all of the bids, without assigning any reasons thereof. The decision of the Hon'ble High Court in this regard shall be final and binding. High Court reserves the right to negotiate.
12. The successful bidder will be required to submit 10% of the total work order value in the form of Bank draft as Performance Security as a guarantee for the satisfactory performance of the work under this tender.
13. No interest shall be payable on any kind of deposit retained by Allahabad High Court during the performance of the work under this tender or during the progression of tender process.
14. Payment shall be considered due only after the satisfactory and successful delivery of items under the purview of this Tender. No advance payment will be made. The payment to the Successful Bidder will be done as per the actual supply of items and the rates agreed thereof.

15. The Quantity mentioned in the tender can be reduced or increased any time by this Hon'ble High Court and any such decision of this Hon'ble High Court shall be final.
16. In case of any failures in compliance to the specifications regarding to the quality, the approved supplier/dealer will be charged with penalties as decided by this Hon'ble High Court.
17. The obligation under the tender shall be governed by and interpreted in accordance with the laws of India. All disputes or differences whatsoever arising between the Parties, out of or in relation to the meaning, scope or execution of work or failure to execute the same whether arising during the progress of the contract or after the completion or abandonment thereof or breach thereof, shall be settled amicably. If, however, the Parties are not able to resolve such disputes or differences amicably, the same shall be referred for Arbitration to a sole Arbitrator, the person appointed by Registrar General, High Court of Judicature at Allahabad. In case any Party wants to take the dispute to a Court of Law after the arbitration award as aforesaid, it is expressly agreed that only the Courts in Allahabad shall have the Jurisdiction.

*R. G. S.*  
12.07.2023  
Deputy Registrar (Stationery)  
High Court Allahabad  
(For Registrar General)

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**List "1A"**  
**(STATIONERY ITEMS)**

Sl. No.	Name of the Items	Quantity (Approx.) (F.Y. 2023-24)
1	Uni-ball (Roller Pen) (0.7 mm) Linc (Blue + Black+Red+ Green)	3000 Nos.
2	Add Gel pen (Achiever) (Blue + Black+Red+ Green)	2000 Nos.
3	Add Gel refill (G.R.20) (Blue + Black+Red+ Green)	1500 Nos.
4	Pilot Pen (Luxer) (Blue + Black+Red+ Green)	1250 Nos.
5	<b>Hitec Pilot Pen V.5</b>	<b>500 Nos.</b>
6	Ball Pen (Linc/Cello) Butter Flow (Black+ Blue+ Red)	11000 Nos.
7	Ball pen Refill (Linc/Cello) Butter Flow (Black+ Blue+ Red)	6250 Nos.
8	Jotter Pen Holder (Linc 631/ Montex/Anicar)(Branded) (Blue+Black+Red)	1000 Nos.
9	Jotter Refill (Linc 631/ Montex/Anicar)(Branded) (Blue+Black+Red)	1750 Nos.
10	Lead pencil (Apsara Platinum)	2750 Nos.
11	Lead pencil (Natraj)	2250 Nos.
12	Lead pencil (Apsara Gold)	2000 Nos.
13	Red/Blue pencil (Natraj)/Linc	1000 Nos.
14	Eraser (Pencil) (Apsara) (Non Dust)	500 Nos
15	Pencil Sharpner (Branded)	125 Nos.
16	Sketch Pen(Luxer) (black+Red)	7500 Nos.
17	High Lighter (Faber-Castel)(Different Color)	2000 Nos.
18	Permanent marker (Camel-Camlin)	275 Nos.
19	Permanent C.D. marker (luxer)	200 Nos.
20	Pen stand Plastic big size 15"x8½"(4/s with pen Holder, date, Paper Roll etc.	200 Nos.
21	Pen stand Plastic small size 12"x16½"(2/s with pen Holder, date, Paper Roll etc.	125 Nos.
22	Reading Desk fiber make size 22"x16" (New Best)	110 Nos.
23	<b>J. K. Paper A-3 (Mill packed 500 sheets in each packet, 75 GSM)</b>	<b>25 Nos.</b>
24	Short hand notebook (8"x 5-1/2") (100 sheets/200 pages)	8500 Nos.
25	C.W. paper (Orient) (40 x 65 mm. 7.4 kg. 500 sheets)	10 Pkts.
26	Carbon big (Kores Sapphire) (420 x 330 mm, (blue/black) (100 sheets in each packet)	50 Pkts.
27	Carbon paper(Kores Sapphire) (100 sheet in each packet)	50 Pkts.
28	Cotton thread Ball (Red mix Yellow yarn) (Each ball of 50 Gram)	12500 Nos.
29	Thread ball (cotton 100 gm)	1250 Nos.
30	Spun polyester thread (40 gm, red)	1250 Nos.
31	Gum Bottle (150 ml) (Camel-Camlin)	2500 Nos.
32	Fevi Gum (Pidilite make) (Tube 50ml.)	2000 Nos.
33	Lel (100 gm)	3000 Nos.
34	Fevi Stick (Big size)	1500 Nos.
35	Correction Pen (Camlin) (cover-it)	750 Nos.
36	Board file (14"x10")	12500 Nos.
37	Index File	500 Nos.
38	Cadak	2250 Nos.
39	Clip pad (Omega) Transparent	100 Nos.
40	Plastic file cover (Transparent, 216/210 mm)(Branded)	5250 Nos.
41	Plastic folder L type F.S. (Branded)	8500 Nos.
42	Plastic folder L type A-4 (Branded)	2000 Nos.
43	<b>Plastic button folder</b>	<b>250 Nos.</b>
44	<b>Plastic Paper Tray</b>	<b>75 Nos.</b>
45	Ring file F.S. Size (2 D)	500 Nos.
46	Paper weight fancy/plastic	250 Nos.
47	Paper weight flat	750 Nos.
48	Stapler Machine (Big Size HP 45 ) (Kangaro)	400 Nos.
49	Stapler Machine (Big Size HD 45 ) (Kangaro)	900 Nos.
50	Stapler Machine (Small Size No. 10 ) (Kangaro)	500 Nos.
51	Stapler Pin Big Size (No.24) (Kangaro)	7500 Nos.
52	Stapler Pin Small Size (No. 10) (Kangaro)	9000 Nos.
53	Stapler Machine HD-23S17 (Kangaro)	50 Nos.
54	Stapler pin 23/17-H (Kangaro) for Stapler Machine HD-23S17 (Kangaro)	350 Pkts.
55	Punching machine(Iron make, single hole (Kangaro FP-20)	250 Nos.
56	Punching machine( single hole (Big) Kangaro HDP 1320	25 Nos.
57	Punching machine (Double hole) (Kangaro DP-280)	100 Nos.
58	Pin (Bell)	1750 Pkts.
59	Gems Clip big size 35 mm (Bell)	350 Pkts.

*TR. L. S.*

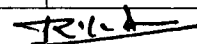
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60	Plastic Gems Clip (Branded)	450 Pkts.
61	Needle (Thick)	500 Nos.
62	Poker (Suza Plastic Handle) (National)	250 Nos.
63	Poker (Suza Wooden Handle)(National)	500 Nos.
64	Post it yellow (2"x3" size) (De'smat/Oddy)	1750 Nos.
65	Post it color (De'smat/Oddy)	5000 Nos.
66	Stamp Pad ( Medium Size) (Blue/Black) (Camel-Camlin)	500 Nos.
67	Stamp Pad (Big Size) (Blue/Black) (Camel-Camlin)	125 Nos.
68	Knives	250 Nos.
69	Paper Cutter big size (Natraj)	200 Nos.
70	Paper cutter small size (Natraj)	200 Nos.
71	Plastic Scale (12" Size) (Faber Castel)	400 Nos.
72	Envelop cloth coated (16"x18")	4000 Nos.
73	Envelop cloth coated (16"x12")	12500 Nos.
74	Envelop plain (16"x12")	1500 Nos.
75	Envelop cloth coated (12"x 10")	3750 Nos.
76	Envelop plain (12"x10")	1250 Nos.
77	Envelop (yellow, plastic coated 16"x12")	2500 Nos.
78	R.S. Ink (Blue/Black) (Camlin) 25ml.	1000 Nos.
79	Tag (Best Quality Big Size Machine Made) (1 Bundle of 20 lachchi of 40 Tags)	375 Nos.
80	Sutli (good quality, 3 ply)	2750 Kg.
81	Sealing Wax (Ashoka)	15 Pkts.
82	Tat (best quality)	750 Meters.
83	Scissor steel (big size) Kangaroo	500 Nos.
84	Scissor (Medium) with cap	250 Nos.
85	Writing pad(80 sheets/160 pages)	750 Nos.
86	Calculator Casio-12 Digit, Model No.120D	175 Nos.
87	Cello tape 1" ( 60 Meters.) Branded	2500 Nos.
88	Cello tape 2" (60 Meters.) Branded	2500 Nos.
89	Cello tape 2"(Packing) ( 60 Meters.) Branded	900 Nos.
90	Dumper (Sponge)	1250 Nos.
91	Waste paper Basket (12" Size) (Netted)/Plain	500 Nos.
92	Engagement pad	175 Nos.
93	Pincushion	175 Nos.
94	Candle (Six candle in each packet)	25 Pkts.
95	Basta (Flap Folder)	500 Nos.
96	Scale (Steel Big 12 Inch)	100 Nos.
97	Tumbler (Fiber)	200 Nos.
98	Tumbler (Wooden)	200 Nos.
99	Paper Clip (Binding) (Big) (Branded)	175Nos.
100	Paper Clip (Binding) (Medium) (Branded)	175Nos.
101	Paper Clip (Binding) (Small) (Branded)	175Nos.
102	Magnifying Glass (Normal)	75 Nos.
103	Toner Ink (4500S) to be used in Photocopier Machine Ricoh Aficio MP 5002 Digital Duplicator. (Authorized dealer only)	25 Nos.
104	Toner Ink (2501S) to be used in Photocopier Machine Ricoh Aficio MP 200iL.(Authorized dealer only)	38 Nos.
105	Toner Ink (6054S) to be used in Photocopier Machine Ricoh Aficio MP 5054. (Authorized dealer only)	68 Nos.
106	Toner Ink (NPG-28) to be used in Photocopier Machine model Canon IR2420L. (Authorized dealer only)	10 Nos.
107	Toner Ink (NPG-50) to be used in Photocopier Machine Canon IR 2545. (Authorized dealer only)	10 Nos.
108	Ink for postal Franking Machine IJ 40, New Post	15 Nos.
109	Toner Ink (NPG-54) IR ADV 6565i to be used in Photocopier Machine Canon (Authorized dealer only)	125 Nos.
110	Toner Ink for Xerox Altalink B8055 Photocopier Machine, Brand Xerox	30 Nos.
111	Epson M200/M100 Ink Tank Printer cartridges (Epson 774, 140 ml.) (Authorized dealer only)	125 Nos.
112	Toner (Ink) MP2014 HS for photocopier, Brand Ricoh, Black	20 Nos.
113	Ink Cartridge of Fax Machine Model Brother 2840 (Cartridge No.TN 2260)	15 Nos.
114	Toner Ink for NPG- 57, Brand Canon. Colour Black, Photocopier	05 Nos.
115	Toner Ink for NPG- 67 Photocopier, Brand Canon, (Black,Cyan,Magenta and Yellow)	04 Nos. of each Colour
116	Toner (Ink) 3554S, Brand Ricoh, Colour Black, weight 702g, EDP Code (842166)	05 Nos.
117	Tonner (Ink) NPG-84, Brand Canon, Colour Black	20 Nos.

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**Table List "1B"****Computer Consumable Stationery Items**

Sl. No.	Particular	First BI-Annual Quantity (Approx.) ( F.Y. 2023-2024)
<b>A Storage Media (In numbers)</b>		
1.	DVD R W(Sony) (Box containing 10 DVDs Jewel pack)	05 Boxes
2.	Pen Drive 32 GB capacity (Sony/HP)	200 Nos.
3.	Pen Drive 64 GB capacity (Sony/HP)	100 Nos.
<b>B Misc. Consumables</b>		
4.	Multimode LC-SC OM3 50/125 Fibre Optic patch Chord (5 meters)	05 Nos.
5.	Multimode LC-SC OM3 50/125 Fibre Optic patch Chord (3 meters)	10 Nos.
6.	Multimode LC-SC OM3 50/125 Fibre Optic patch Chord (1 meters)	10 Nos.
7.	Multimode LC-LC OM3 50/125 Fibre Optic Patch Chord (5 meters)	3 Nos.
8.	Multimode LC-LC OM3 50/125 Fibre Optic Patch Chord (1 meters)	05 Nos.
9.	Cat-6 UTP Cable Patch Chord (10 meters)	10 Nos.
10.	Cat-6 UTP Cable Patch Chord (5 meters)	20 Nos.
11.	Cat-6 UTP Cable Patch Chord (3 meters)	50 Nos.
12.	AAA Leak Proof(Duracell make) (For Remote of TV's Installed In Court Rooms and Various places in the premises of Hon'ble Court)	100 Nos.
13.	AA Leak Proof(Duracell make) (For Remote of TV's Installed In Court Rooms and Various places in the premises of Hon'ble Court)	50 Nos.
14.	Mouse Pad	25 Nos.
	Note : Make of items mentioned from sl.no.4 to 11 must be one of the following:Legrand, Schneider, Krone, Molex, Tyco, Panduit	



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**LIST '1C'**  
**COMPATIBLE TONER CARTRIDGES**

( Compatible Toner Cartridges to be used in different types of Printers)

Sl. No.	Description	Total Quantity (Approx.) ( F.Y. 2023-2024)
1.	Toner Cartridge HP Laser Jet 1108/1008 (88A)	4500 Nos.
2.	Toner Cartridge HP Laser Jet 1522/M1536 N MSP (36A)	06 Nos.
3.	Toner Cartridge HP Laser Jet 401 (80A)	500 Nos.
4.	Toner Cartridge HP Laser Jet 1536 MFP(CE278AF)	35 Nos.
5.	Toner Cartridge HP 501 dn (87A)	2100 Nos.
6.	Hp-Samsung ProXpress SL (MLT-D203L)	550 Nos.
7.	RICOH (SP C250SF) Colour MFP Blue/Magenta/ Yellow/Black	10 Nos.
8.	HP M451nw Colour Laser Jet Printer's (Blue/ Magenta/ Yellow/ Black) (305A)	06 Nos.

*R. Khan*