

West Bengal Administrative Tribunal

Bikash Bhavan, 3rd Floor, East Block, Salt Lake, Kolkata-91

No:I/716842/2025-WBAT/1E-39/2018(Pt-II) Date:04-12-2025

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 Office Stationery to West Bengal Administrative Tribunal, Bikash Bhavan, Salt Lake, Kolkata-700 091.

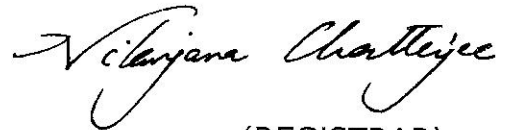
The companies / private agencies / suppliers may also be requested to drop their rate tender Quotation in sealed Cover Super Scribing "Quotation for Office Stationery for the financial year 2025-2026" Addressing The Ld. Registrar, WBAT, 3rd Floor, Salt Lake, Kol-91. Last date of Submission of Quotation: 29.12.2025 up to 04.00 pm. and it will be opened on 05.01.2026 at 2:30 pm in the Library Cum-Conference Room of this Tribunal in the presence of Ld. Dy. Registrar and authorised person of the concerned companies/private agencies/suppliers.

Sl. No.	Name of the articles	Quantity
01	A4 Paper (Good Quality)	60 Reams
02	Legal Paper (Good Quality)	20 Reams
03	Blue Pen (Use & Throw)	60 Pcs.
04	Brown Envelope (10" x 4.5 ")	400 Pcs.
05	White Envelope (10" x 4.5 ")	400 Pcs.
06	Cloth Envelope (12" x 10")	100 Pcs.
07	Big Towel (White)	06 Pcs.
08	Small Hand Towel (White)	12 Pcs.
09	Water Bottle (Good Quality)	96 Pcs.
10	Pedal Dustbin	04 Pcs.
11	Attendance Register (Small)	01 Pc.
12	Attendance Register (Big)	02 Pcs.
13	Polymer Stamp	04 Pcs.
14	Gems clip	12 Packets
15	Room freshener	06 Pcs.
16	Scissors (210 mm)	12 Pcs.
17	Knife (Good Quality)	12 Pcs.
18	Plastic Folder File	80 Pcs.
19	Gala Seal Stamp	01 Pc.
20	Leather Tissue box	04 Pcs.
21	Fork (Good Quality)	02 Boxes
22	Cup & Saucer Set (Opalware) (Set of 12)	04 Boxes
23	Electric Kettle (Cello)	04 Pcs.
24	Tissue Paper	12 Pcs.
25	Pen Stand (Small)	12 Pcs.

26	Acrylic Desk Dock Pen Stand	02 Pcs.
27	Paper weight	12 Pcs.
28	Uni Ball Eye UB150 Pen (Green)	12 Pcs.
29	Uni Ball Eye UB150 Pen (Black)	12 Pcs.
30	Vegetable Bowl (Opalware) (Set of 6)	02 Boxes
31	Duster	50 Pcs.
32	Pen (Linc Meeting G1)	37 Pcs.

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

By Order



(REGISTRAR)

WBAT