

Jammu & Kashmir

BaitulHujaj, Haj House Bemina, Srinagar

Under Department of Haj & Auqaf, Govt. Of Jammu & Kashmir

Ph No. 0194 – 2495365, 2495367 Email: jkstatehaj@gmail.com website: jkshc.org

Tender Notice

On behalf of J & K Haj Committee sealed offers are invited from registered dealers of J&K for supply of stationary items mentioned as annexure (A) to this notice, subject to the terms and conditions and given below:-

- i) The offer affixed with revenue stamp of value Rs 5/- and accompanied with a CDR of Rs.5000/- (Rupees Five Thousand Only) as earnest money to be submitted in sealed envelopes duly marked offer for stage contract for supply of stationary/ other items" addressed to Executive Officer, J&K Haj committee, Bemina, sgr. The last date for receipt of offers shall be 18-03-2025.
- ii) The offer of any such agency which has been black listed by any Govt.department/ Semi Govt. Or Autonomous Institution shall be rejected even if otherwise in order.
- iii) The rates quoted, both in words and figures, shall be without any cutting/overwriting and inclusive of all taxes F.O.R Haj House Bemina, sgr.
- iv) The tender (S) shall indicate Tin and Pan in their offers and enclose latest GST clearance certificate with the offer.
- v) The offers shall be opened on any convenient date immediately after the last date specified above, in presence of the tendere (S) who wish to be present.
- vi) The supplies shall have to be made within (seven) days from the date of issuance of the supply order at Haj House premises, sgr. In case a single agency does not qualify for or is not able to make supplies of all items, item wise contracts shall be finalized with different agencies. The successful tenderer (s) shall have to execute an agreement with the department for successful completion of the contract obligations.
- vii) The CDR of the successful tenderer (S) shall be retained as security deposit and released only after successful completion of the contract.
- viii) The department reserves the right to accept or reject any tender or a part thereof without assigning any reason.


Executive officer
J&K Haj Committee

No. Haj/2025/305 / 219-20
Copy to:

Dated:- 12-03-2025

1. Jt. Director information, J&K Srinagar with the request to publish the above notice in two leading newspapers in both divisions of the J&K.
2. Incharge Website, J&K Haj committee to upload the Notice on official website www.jkshc.org.

ANNEXURE-A

Sr.No	Particulars	Quantity
1	Paper Rim A 4 (80 gsm)	50 No
2	Notice Sheets	10 No
3	Permanent Marker	10 No
4	File Cover	50 No
5	Brown Envelope A-4 size cloth & paper	50 No
6	Glue Stick	20 No
7	File Flaps	20 No
8	Small Envelope	50 No
9	Highlighter	20 No
10	Stickers (for passport use)	10 pkts
11	Ink Bottle (664) all colours	2 set
12	Eraser Correction pen (flue type)	5 No
13	Cartridge Toner (Reco) for photo state use	5 No
14	Transparent Tape Roll	30 No
15	Slip Pads	50 No
16	Ink bottle (L3210) all colours	1 No
17	Ink Bottle (C 6000 Canon) all Colours	1 No
18	Ink Bottle (L380) all colours	1 No
19	Ink Bottle canon (G3010) all Colours	1 No
20	Ink Bottle Epson (M200) all Colours	1 No
21	Ink Bottle Epson (M200) Black Colour	5 No
22	Ink Bottle (664) Black Colour	5 No
23	Soap	3 dozen
24	Phenyl	5 liter
25	Disposable glasses	1 box
26	Detergent powder	10 kg
27	Towel wiper (Big)	3 dozen

