



**Roc.No.71/APSLSA/2022, Dt.02-12-2022**

**M.BABITHA**  
**MEMBER SECRETARY**  
(District & Session Judge)

Sub:A.P. State Legal Services Authority – Supply of Stationery Items - Quotations -  
Called for – Reg.

Ref: Note File order dated 01-12-2022 of the Hon'ble Member Secretary, A.P.  
State Legal Services Authority.

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With reference to the above subject and reference cited, the Office of the A.P. State  
Legal Services Authority intends to purchase certain stationery items/Registers. Hence, Sealed  
Quotations are invited for supply of the following Stationery items/registers from the Stationery  
Dealers / Suppliers:

S.NO.	NAME OF THE ARTICLE	Required.
1	A4 Size Papers	10 Boxes
2	Legal Size Papers	02 Boxes
3	Stapler Small Size	06
4	File Pads (urgent and ordainer)	300
5	Screplng Pads (Note Books)	100
6	Inward Registers	04
7	Outward Registers	04
8	Envelop Covers (9x4)	2000
9	Envelop covers (10x4)	2000
10	Brown Tape 2 Inch	10
11	Gum Bottle (1Ltr)	02
12	Pendriv's (32 GB)	06
13	A4 Cloth Covers	100
14	Ball Pens Green ink	50
15	Ball Pens Blue Ink	50
16	Calculator (Casio)	02
17	Table Pads	02
18	A3 size Paper	01 Ream
19	DVD CDs	05
20	Stamp pads (Big Size)	04
21	Saino Softek Red Ink	10
22	Markers	10

The intended Dealers / Suppliers shall submit their lowest quotations for supply of the  
above said items clearly mentioning the delivery time, inclusive of all taxes etc. in a sealed  
cover to this office on or before dt. 7/12/22 The quotations received after 05.00 p.m.  
will not be considered.

The A.P. State Legal Services Authority reserves the right to reject any or all quotations  
without assigning any reason whatsoever.

Yours faithfully,

  
**MEMBER SECRETARY**

To  
1.APSLSA Notice Board.  
2.APSLSA Website.