

**OFFICE OF THE
DISTRICT LEGAL SERVICES AUTHORITY, SONITPUR, TEZPUR**

NOTICE INVITING TENDER No.2 of 2017
(FOR COMPUTER CONSUMABLES AND PERIPHERALS)

Sealed quotations are invited affixing Court Fee stamp of Rs. 8.25 (Non-refundable) from the intending registered firms for supply Computer Consumables and Peripherals, for the establishment of the District Legal Services Authority, Sonitpur, Tezpur, for the year 2017 - 2018 as per specification given with the Notice.

GENERAL TERMS & CONDITIONS

The sealed envelope containing quotation shall be marked as "Tender for Supply of Computer Consumables and Peripherals " and the following documents must be annexed with the quotation.

- a) Copy of PAN Card.
- b) Up to date copy of VAT Registration certificate.
- c) Up to date copy of VAT Clearance certificate.
- d) Copy of Tezpur Municipal Board Trade license.
- e) An established showroom or shop of respective products.

Each page of the documents should be signed by the bidder with seal to establish the Bidder's eligibility and its qualification to perform the supply of materials if its bid is accepted. In the absence of any of the above documents / information, the offer may be summarily rejected without making any further reference in this regard.

The sealed quotation should be submitted to the office of **District Legal Services Authority, Sonitpur, Tezpur**, during office hours on working days.

2. In case the successful bidder supplies sub-standard materials the Security deposit shall be forfeited and its tender shall be cancelled. Thereafter, next successive bidder may be considered.
3. The rates approved by the Committee constituted for the selection of bidder, shall be valid for the period of one year from the date of approval letter of this establishment. Increase and decrease of Prices, Taxes and other statutory duties will not affect the price during this period. The supplier will be responsible for any increase

in Prices, Taxes and Duties. Any increase in taxes and other statutory duties/levies after the approval of Rates shall be to the supplier's account.

4. Payments shall be made after satisfactory execution of the order and supply of material in satisfactory condition on bill basis. The decision of the District and Sessions Judge -cum- Chairman, District Legal Services Authority, Sonitpur, Tezpur, towards satisfaction of quality of material shall be final. Payment of the material supplied under purchase order will be paid on receipt of complete consignment and checking of the material and on production of following:
 - Invoice in triplicate,
 - Delivery Challan duly signed by the consignee.
5. The District and Sessions Judge, -cum- Chairman, District Legal Services Authority, Sonitpur, Tezpur, reserves the right to accept or reject any or all the tenders in part or full, without assigning any reason whatsoever.
6. The District and Sessions Judge, -cum- Chairman, District Legal Services Authority, Sonitpur, Tezpur, is not bound to accept the lowest Tender.
7. The District and Sessions Judge, -cum- Chairman, District Legal Services Authority, Sonitpur, Tezpur, reserves the right, to award the work to one or more bidders.
8. The District and Sessions Judge, -cum- Chairman, District Legal Services Authority, Sonitpur, Tezpur, reserves the right to terminate the purchase order at any time by giving intimation in writing without assigning any reason.
9. In case of violation of terms and conditions of the tender document or unsatisfactory supply of material or of poor quality and below standard. The District and Sessions Judge, -cum- Chairman, District Legal Services Authority, Sonitpur, Tezpur, reserves the right to terminate the supply order by giving intimation to the supplier/contractor.

The sealed quotations should reach the undersigned on or before **31st of March, 2017** & no quotation/tender will be received thereafter. The tenders shall be opened in the office of the District Legal Services Authority, Sonitpur, Tezpur, on **04th of April, 2016** at **4.00 PM**.

10. The decision of the District and Sessions Judge, -cum- Chairman, District Legal Services Authority, Sonitpur, Tezpur, in all respect shall be final and binding on all.

Enclosed: List of Items



(A. K. Borah)
District and Sessions Judge -cum- Chairman
District Legal Services Authority,
Sonitpur, Tezpur.
District Legal Services Authority, Sonitpur, Tezpur

List of Computer Consumables and Periphaerals

Sr. No.	Particulars	Per Unit	Rates (in Rupees) inclusive of VAT	Rates (in Rupees) exclusive of VAT
1	Anti Virus - Quick Heal/ Notron/ Bit Defender	Per package		
2	Blank CD - Frontech / Moserbaer	Per piece		
3	Blank DVD - Frontech / Moserbaer	Per piece		
4	CD Bag	Per piece		
5	Keyboard - iBall / Logitech	Per piece		
6	Mother Board battery	Per piece		
7	Mouse- iBall / Logitech	Per piece		
8	Mouse Pad	Per piece		
9	Pen Drive- Kingston/ Scandisk/ Transcend	Per piece		
10	PS2 to USB Converter	Per piece		
11	RJ45 Converter			
12	Toner - Canon iR2420L	Per piece		
13	Toner - Canon iR2002	Per piece		
14	Toner - HP Laser Jet No. P1108	Per piece		
15	External Harddisk	Per piece		
16	Multiport USB Board (Hub)	Per piece		

