



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

Address: Tezpur Court Complex., Tezpur, PIN: 784001
E-Mail: dlsasonitpur@gmail.com Contact No: 03712-232170



SHORT NOTICE INVITING QUOTATIONS

Sealed quotations are invited affixing Court Fee stamp of Rs. 8.25 (Non-refundable) from the intending registered firms for supply of following items for the establishment of the District Legal Services Authority, Sonitpur, Tezpur, as per specification given below.

Particulars of the items:

Sl. No.	Item	Specification	Qnty.	Unit price including GST/SGCT	Total Price
1.	Desktop Computer	Intel Corei3, 3.3 GHz, 3MB Cache, 4GB DDR3 RAM, 500 GB 7200 RPM HDD, 18.5" TFT monitor, 104 KB. Optical Mouse, 6 USB Port, Mini Tower, DVD ROM, 100/100/1000 onboard integrated network port	06 Nos		
2.	Laser Printer	HP 1020 Plus	01 Nos		
3.	UPS	Microtek TGE 100GJ + (Twin Guard 1000 VA)	06 Nos		

GENERAL TERMS & CONDITIONS

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

- Copy of PAN Card.
- Up to date copy of VAT Registration certificate.
- Up to date copy of VAT Clearance certificate.
- Copy of Tezpur Municipal Board Trade license.
- 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. 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.
3. Payments shall be made after satisfactory execution of the order and supply of material in satisfactory condition on bill basis. The decision of the undersigned, 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.
4. The undersigned reserves the right to accept or reject any or all the tenders in part or full, without assigning any reason whatsoever.
5. The undersigned is not bound to accept the lowest tender.
6. The undersigned reserves the right, to award the work to one or more bidders. No Communication shall be made in this regard except the selected firm/tenderer/bidder.
7. The undersigned, reserves the right to terminate the purchase order at any time by giving intimation in writing without assigning any reason.
8. 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 undersigned 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 28th of February, 2018 & no quotation/tender will be received thereafter. The tenders shall be opened in the office of the District Legal Services Authority, Sonitpur, Tezpur, on 28th of February, 2018 at 4.00 PM.



9. The decision of the undersigned in all respect shall be final and binding on all.

Sdt

District and Sessions Judge -cum- Chairman
District Legal Services Authority,
Sonitpur, Tezpur.

District Legal Services Authority
Sonitpur, Tezpur

Memo No. DLSA(S) 574-76 Dated, Tezpur the 16 / 02 / 2018
Copy to :-

- ✓ 1. The System Officer, Sonitpur District Judiciary, for uploading the above short NIT in the official website, immediately.
2. Notice Board.
3. Office file.

Am. 16/02/18
District and Sessions Judge -cum- Chairman
District Legal Services Authority,
Sonitpur, Tezpur.

SB
16/2
District Legal Services Authority
Sonitpur, Tezpur

