

**OFFICE OF THE CHIEF JUDICIAL MAGISTRATE::SONITPUR:  
AT TEZPUR.**

**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 Chief Judicial Magistrate, Sonitpur, Tezpur, as per specification given below.

**Particulars of the items :**

Sl. No.	Particulars of item	Specification required	Qty.	Unit price including GST/SGST	Total price
1	Printer	HP Laser Jet 1020 Plus	5 Nos		
		Canon LBP 2900B	5 Nos		

**GENERAL TERMS AND CONDITIONS**

1. The sealed envelope containing quotation shall be marked as “**Quotation for Supply of Printers**” and the following documents must be annexed with the quotation.
  - a) Copy of PAN Card
  - b) Copy of Tezpur Municipal Board Trade License.
  - c) An established showroom or shop of respective product.

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 **the Chief Judicial Magistrate, 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 said item/items. Increase and decrease of Price, Taxes and other statutory duties will not affect the price during this period of supply. The supplier will be responsible for increase in price, Taxes and Duties.
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.

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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 **21<sup>st</sup> February, 2018** and no quotation/tender will be received thereafter. The tenders shall be opened in the office of the undersigned on **22<sup>nd</sup> February, 2018** at 4.30 p.m.

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

*Sd/-*  
Chief Judicial Magistrate,  
Sonitpur, Tezpur.

Memo No. CJM(S) 525-528 /

Dated Tezpur, the 09<sup>th</sup> February, 2018.

Copy to :-

1. The District & Sessions Judge, Sonitpur, Tezpur for favour of kind information.
2. The System Officer, Sonitpur District Judiciary for uploading the above short NIT in the District Judiciary website, immediately.
3. Notice Board.
4. Office file.

*[Signature]*  
Chief Judicial Magistrate,  
Sonitpur, Tezpur.

*22/2/18*