

**OFFICE OF THE DISTRICT AND SESSIONS JUDGE, 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 front hoarding in the new Court Building and glow signs with reflectors for the residences of Judicial Officers for the establishment of the District and Sessions Judge, Sonitpur, Tezpur, as per specification given with the Notice.

**Particulars of the items :**

Sl. No.	Particulars	Requirement	Rates	Type of material
1.	Front Hoarding	1 No.	Rate per sq. ft.	Needs to be specified
2.	Glow Sign with reflectors	3 Nos.	Rate per sq. ft.	Needs to be specified, with box, lights & necessary installation

\*\* Interested parties are requested to visit the site and quote price after measuring the existing board in place on the top of the new Court Building.

**GENERAL TERMS & CONDITIONS**

1. The sealed envelope containing quotation shall be marked as "**Tenders for Supply of front Hoarding and Glow sign**" along with copy of PAN Card and Firm Registration Certificate.

Each page of the aforementioned 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 Quotation shall also mention the firm's **contact details** clearly.

The sealed quotation should be submitted to the office of **the District and Sessions Judge, 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. 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. The bidder shall provide free delivery of the said items.
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 materials.
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.

The sealed quotations should reach the undersigned on or before **29-07-2017** (Saturday) and, no quotation/tender will be received thereafter. The tenders shall be opened in the office of the undersigned, on **31-07-2017** (Monday) after **4.30 P. M.** The intending parties are to express their readiness to supply and install the aforesaid items immediately after receipt of the formal order and the same are to be reflected in their tenders.

9. The proprietor or the representative of the intending firm may be present before the undersigned at the scheduled date and time of opening the tender. Those who do not attend at the time of opening of the tenders, shall have no right to any objection, later on, although their tender will also be opened and may be accepted, if found suitable.

**10. Decision of the undersigned, in all respect shall be final and binding on all.**

Memo No. DJ (S) 4415-17

Dated, Tezpur, the 15/07/2017

**Copy to:**

- ✓1. The Systems Officer, Sonitpur District Judiciary, for uploading the above Short Notice Inviting Quotations in the District Judiciary website, immediately.
2. Notice Board
3. Office File.

*[Signature]*  
15/07/2017  
**District and Sessions Judge,  
Sonitpur, Tezpur**