



OFFICE OF THE DISTRICT & SESSIONS JUDGE, GOLAGHAT :: ASSAM.

NOTICE INVITING TENDER
(FOR SUPPLY OF MISCELLANEOUS ITEMS)

Sealed quotations (affixing Court Fee stamp of Rs. 8.25 (Non-refundable) are hereby invited from local registered firms/shops for entering into **Annual Rate Contract** and supply of Miscellaneous Items, Stationery items, Computer peripherals and electrical items for use in the establishment of the District and Sessions Judge, Golaghat, Assam for the year 2022-2023. The intending firms must submit their quotations in sealed envelope to the Office of the undersigned **on or before 16/08/2022** during the working hours.

GENERAL TERMS & CONDITIONS

1. The sealed quotation shall be super scribed as "**Quotation for supply of Miscellaneous Articles**" and should contain the following documents:-

- a) Copy of PAN card.
- b) Up to date copy of GST Registration certificate.
- c) Up to date copy of GST Clearance certificate.
- d) Copy of Trade license.

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.

2. The rates approved by the Committee constituted for the selection of bidder shall be valid for a 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. In case the successful bidder supplies sub-standard materials, its tender shall be cancelled. -Thereafter, next successive bidder may be considered.
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, Golaghat, 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 the **Invoice in triplicate**.
5. The tender committee reserves the right to accept or reject any or all the tenders in part or full, without assigning any reason whatsoever.
6. The tender committee reserves the right, to award the work to one or more bidders.
7. The tender committee reserves the right to terminate the purchase order at any time 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 District and Sessions Judge cum Chairman of the tender committee, reserves the right to terminate the supply order by giving intimation to the supplier/contractor.

10. The Decision of the tender committee, in all respect shall be final and binding on all.


Enclosed: List of Items

Sd/-
D. Mahanta.
District & Sessions Judge,
Golaghat :: Assam

Memo No.DJ(G)/AC/...../2022
Copy forwarded to :-

Date: 5.8.2022

1. The Systems Officer, District Judiciary, Golaghat. He is directed to upload the Tender Notice in the official website.
2. Office Notice Board.
3. Office File.


District & Sessions Judge
Golaghat :: Assam