

**IN THE HIGH COURT AT CALCUTTA**  
**Appellate Side**

**NOTICE INVITING QUOTATION**

[PPC/27/N/N.I.Q/18-19] Dated: 08/08/2018

Sealed quotation(s) **with unit-rate(s) excluding G.S.T & other applicable taxes, if any.** are invited from otherwise eligible supplier(s) / reputed Concern(s) of the following articles for official use in the Appellate Side Establishment of this Hon'ble Court. Willing participants must carefully read all the terms and conditions. Submission of Quotations will be construed as their unquestioned acceptance of such Terms & Conditions.

Last date for submission of quotation is **20.08.2018**.

Date: 09.08.2018

Sd/-

Assistant Registrar ( Ledger & Forms Sec. )  
High Court at Calcutta, A.S.

**ARTCILE WITH DESCRIPTION/ SPECIFICATION**

<b><u>SL No</u></b>	<b><u>Item Type</u></b>	<b><u>Quantity</u></b>
<b><u>1.</u></b>	R-9, Register, 600 pages	30 pcs
<b><u>2.</u></b>	Affidavit Register,500 pages	10 pcs

N:B: Sample of Paper(s)/ Register book(s) are available in Central Filing and Caveat Section and Translator Section, Appellate Side respectively.

**TERMS & CONDITIONS**

**1. SUBMISSION OF QUOTATION:**

- a) Quotation must be submitted in the Office of the **Assistant Registrar VI** on or before **16-00 hours of 18.08.2018**. No quotation, even if complete, irrespective of whether hand delivered or sent by post etc., will be received after 16-00 hours of 18.08.2018.
- b) Quotation(s) **must be** accompanied with self-attested copies of (I) PAN, (II) GST Registration Certificate, (III) Trade License etc.
- c) Participant must clearly mention its Contact Address and Contact Numbers (Landline / Mobile) for the purpose of easy and exigent communication.

**2. PAYMENT:**

- a) Payment will be made to the selected suppliers within 90 (ninety) working days subject to the availability and/or allotment of fund.

**3. GENERAL:**

- a) Canvassing by any participant, in any form, will tender its disqualification.
- b) The Hon'ble Court reserves the right to reject any quotation of a participant whose past performance has been held unsatisfactory and/or which has been delinquent and /or which has been negligent in performing duties hereby jeopardising the interests of the Hon'ble Court, and in this regard, the decision of the issuing authority will be final.
- c) It will be right of the Ld. Appropriate Authority of this Hon'ble Court to select

on the basis of quality/rate. In this regard, the decision of the such authority will be final.

- d) The Hon'ble Court may issue Purchase Order(s) in favour of any such participant whose quotation is valid and complete, and whose quotation/ offer has been reasonably regarded as substantially approvable. In this regard, the decision of the Ld. Purchase Committee will be final.
  
- e) Prospective participants must note that in case of any delinquency / delay in effecting supply / supply of improper articles / supply of articles of inferior quality etc, this Hon'ble Court may realise Liquidated Damages of up to 50% of Billed Amount, apart from taking other punitive measures.
  
- f) The Hon'ble Court may cancel the instant process at any point of time without ascribing any reason whatsoever.

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