

IN THE HIGH COURT AT CALCUTTA
Appellate Side
NOTICE

[PPC/01/N/N.I.Q/19.02.2025]

Quotations are invited from all reputed suppliers/concerns/vendors for supplying article which is categorized and described in the below mentioned list:-

Work Name	Place	Specification/Description of Work	Quantity
Supply of domestic vacuum cleaning machine	New Record Department, High Court, Calcutta	1. Supply of 1 (one) domestic vacuum cleaning machine at the New Record Department, High Court, A.S. • Container Capacity 35 Ltr. • Power of Each Motors 1700 watt 2. Willing vendors are requested to submit their quotations indicating the total amount including all the taxes and charges.	01 (one)

All Willing suppliers/ concerns/vendors must submit their quotations in the sealed envelopes to the office of the **Deputy Registrar (Accounts)** on or before **14-00 hours of 26.02.2025**. Submission of quotations by willing suppliers/concerns/vendors will be constructed as its/their acceptance of all the said 'Terms and Conditions'.

Date: **19.02.2025**

Sd/-
Assistant Registrar VI

TERMS & CONDITIONS

A. SUBMISSION OF QUOTATION:

1. **QUOTATION must be submitted** along with copy of PAN, valid trade license, and GST registration.
2. Tenders must be **addressed to 'Ld Registrar General High Court, Calcutta** and superscribed '**PPC/01**' and submitted in the office of the **Deputy Registrar (Accounts)** on or before **14-00 hours of 26.02.2025** and should be properly signed and stamped. No quotation, even if complete, irrespective of whether hand-delivered or sent by Post etc., will be received after 14-00 hours of 26.02.2025.

B. OPENING OF QUOTATION:

1. Quotation, if considered valid and complete, will be opened jointly by Joint Registrar (General Administration-II), A.S. and Deputy Registrar (Accounts), A.S./Assistant Registrar-VI and any subsequent declaration pertaining to the instant 'Notice' will be published in the same 'Notice Board of the Appellate Side'.

C. GENERAL:

1. Canvassing by any participant, in any form, will render its disqualification.
2. 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 its duties thereby jeopardizing the interests of the Hon'ble Court and in this regard, the decision of the issuing authority will be final.
3. The Hon'ble Court may issue Purchase Order in favour of any such participant whose Tender is valid and complete and whose quotation/offer has been reasonably regarded as substantially approvable. In this regard, the decision of the Competent Authority of this Hon'ble Court will be final and binding upon all concerned.
4. The Hon'ble Court may cancel the instant process at any point of time without ascribing any reason whatsoever.
5. Subsequent to issuance of Purchase/Demand Order in favour of any such participants whose quotation is valid and complete and whose quotation/offer has been reasonably regarded as substantially approvable. In this regards, the decision of the Competent Authority of this Hon'ble Court will be final and binding upon all concerned.

D. PARTICULARS & RATES THAT QUOTATION MUST CONTAIN

1. Period of warranty should be for 3 (three) years time.