

IN THE HIGH COURT AT CALCUTTA

ORIGINAL SIDE

Notice Inviting Quotation

[No. COR./Web/ 2071 /19]

Quotations are invited in sealed envelope from all willing suppliers/firms/contractors on the following terms and conditions for repairing, painting and changing of lock of furniture for the Cash Department on the Original Side of this Hon'ble Court. After inspection of the said work in the said Department such quotation is to be submitted to the office of the undersigned by 4-30 p.m. on or before **04.11.2019**.

Sd/-

Joint Registrar (Admn.), O.S.

Date :23.09.2019

A-List of Work

| | | |
|---|---------------------------------------|---|
| 1 | 2 nos. of Tables (A.R., Pension Cell) | Handle and lock to be repaired |
| 2 | 8 nos. of Tables | Handle, Door and locks of Table's wardrobe to be repaired |
| 3 | A wooden Rack | Needed two new doors for the same |
| 4 | 2 nos. of Stool | Needed to be repaired |
| 5 | A Notice Board | Needed to be repaired |
| 6 | One big Steel Almirah (Pension Cell) | Lock and key to be repaired |
| 7 | 32 nos. of big Wall mounted Almirah | Racks, Locks and keys to be repaired and painted |
| 8 | 20 nos. of small Wall mounted Almirah | Racks, Locks and keys to be repaired |

B-TERMS & CONDITIONS.

1)Quotation should be submitted to The Joint Registrar (Admn.), O.S. in a sealed envelope mentioning the NIQ number on or before **04.11.2019** (between 11-00 and 4-30 p.m.) and should be properly signed and stamped. The Hon'ble Court will not take any responsibility for delay, loss or non-receipt of quotations sent by post.

2)Rates should be quoted after thorough inspection of the repairing job as mentioned in the notice.

Contd....p/2

3) Rates quoted (both in figures and words) should be inclusive of all applicable charges along with G.ST. Any corrections in the rate is to be duly attested.

4) At the time of submission of quotation the concerned willing suppliers will have to submit copies of such documents as Trade License and/or PAN etc.

5) Conditional quotations will not be considered.

6) Willing suppliers submitting quotations should specify the address of its office and its Phone/Mobile number (and other contact numbers e.g. Fax, if available) for the purpose of quick communication in the event of urgency.

7) Canvassing on the part of a service provider submitting quotation will render its quotation liable to cancellation summarily.

8) This Hon'ble Court may award the contract to the willing suppliers whose quotation has been determined to be substantially responsive and who has quoted the lowest evaluated price. However, the Hon'ble Court is not bound to accept the lowest bid. This Hon'ble Court reserves the right to accept or reject any or all quotations and to cancel the process at any time prior to the award of contract for any reason whatsoever.

9) Upon selection of quotation, concerned willing suppliers would have to make an agreement with this registry containing terms and conditions of the work and will render services according to such agreement. In case of any deviation from this and any default regarding this on the part of a selected service provider, the administration of this Hon'ble Court may take any or all such actions against the same as it may consider appropriate.

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