

IN THE HIGH COURT AT CALCUTTA

Appellate Side

NOTICE

[PPC/13/N/N.I.Q/10.04.2018]

Sealed quotations are invited from such participants who are reputed supplier of 2(two) **Multifunction Devices** for departmental use with specification for **Original Equipment Manufacturer (O.E.M)** with **Tender Specific Authorization**.

- Print , copy, scan , fax facility
- With e-print capability
- Speed up to 14 Page Per Minute (P.P.M)
- High speed U.S.B 2.0 Port
- Transmission speed of 33.6 kbps
- Copy reduce/enlarge 25 % / 400 %
- Page handling capacity of 150 sheet input tray and 100 sheet output tray
- With automatic Document feeder of 35 pages.

All willing participants are advised to carefully read the 'Terms & Conditions' of the instant Notice carefully before submitting quotation(s). Submission of quotation by willing and otherwise eligible participant(s) will be construed as its/their acceptance of all the said 'Terms & Conditions'.

The Last Date for submission of quotation, in the manner prescribed hereunder, is 23.04.2018.

Date: **10.04.2018**

Deputy Registrar Accounts

TERMS & CONDITIONS

A. SUBMISSION OF QUOTATION:

1. **QUOTATION must be submitted** along with copy of PAN valid trade license, valid VAT and Service Tax Registration(s). and GST registration.
2. Tenders must be **addressed to 'Deputy Registrar (Accounts), High Court, A.S, Calcutta** 'and superscribed '**PPC/13**' and submitted in the office of the **Jt. Registrar General Admin II A.S** on or before **14-00 hours of 23.04.2018** No quotation, even if complete, irrespective of whether hand-delivered or sent by Post etc., will be received after 14-00 hours of 23.04.2018

B. OPENING OF QUOTATION:

1. Quotation, if considered valid and complete, will be opened jointly by Joint Registrar (General Administration-II), A.S and 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 1(one) years time.