

High Court At Calcutta

In The Circuit Bench At Jalpaiguri

TENDER NOTICE

[PPC/CB/JPG/01/N/N.I.Q/03.01.2024]

On behalf of the Circuit Bench of Calcutta High Court at Jalpaiguri, sealed Tender/Quotations are invited from prospective vendors for Annual Maintenance Contract (AMC) of *below mentioned Hardware items and Computer Peripherals* for office use of all Sections / Departments and Courts in the Circuit Bench of Calcutta High Court at Jalpaiguri.

<u>Item</u>	<u>Quantity</u>
(i) CPU (DELL OPTIPLEX 3050, 5060 & ACER)	90
(ii) MONITOR (DELL, HP ACER)	90
(iii) KEYBOARD AND MOUSE	90
(iv) UPS (MICROTEK, NUMERIC, APC)	101
(v) PRINTERS (HP LASERJET M1005 MFP)	78
(vi) SCANNER (HP SCAN JET PRO 4500 F1 & CANON Image FORMULA DR-F120)	08

Date: 03.01.2024

Sd/-
Deputy Registrar,
Circuit Bench of Calcutta High Court
at Jalpaiguri

TERMS & CONDITIONS

- Quotations should be submitted along with a copy of PAN and GST registration addressed to the "Deputy Registrar, Circuit Bench of Calcutta High Court at Jalpaiguri, Near Jalpaiguri Town Railway Station, Post-Jalpaiguri (Sadar), Pin-735101, West Bengal" on or before of 15.01.2024 at 02.30 p.m. and should be properly signed and stamped. The Hon'ble Court will not take responsibility for delay, loss or non-receipt of quotations sent by the post. The sealed envelopes will be opened on 15.01.2024 at 3:30 p.m.
- Quotations should be submitted in sealed envelope with "**PPC/CB/JPG/01/N/N.I.Q/03.01.2024**" superscribed on it.
- Annual Maintenance Contract (AMC) shall mean and include all cost of spares (hardware) and labour for full service maintenance.
- Rates inclusive of all Taxes (GST & etc.) should be mentioned.
- Suppliers are instructed to submit the copy of the PAN, GST Registration Certificate along with the quotation.
- Conditional quotations will not be considered.

(Contd.)

- Willing bidders submitting quotation should specify the address of its office and its Phone/Mobile number (and other contract numbers e.g. Fax, if available) for the purpose of quick communication in the event of urgency.
- The rate quoted by the bidders shall remain fixed for entire duration of the contract and will not be changed/enhanced on any account. All duties, taxes and other levies payable under the contract shall be included in the total price.
- The Hon'ble Court may award the contract to the supplier whose Quotations 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 keeping in consideration of the several aspect like administrative connivance, best services etc.**
- The Hon'ble Court reserves the right to accept or reject any quotation and to cancel the bidding process and reject all quotations at any time for administrative connivance.
- Payment towards the bill of the AMC will be made after availing administrative approval for releasing of fund by the Government of West Bengal.
- Canvassing on the part of a supplier submitting quotation will render its quotation liable to cancellation summarily.