IN THE HIGH COURT AT CALCUTTA
Appellate Side

NOTICE INVITING TENDER
[PPC/33/N/N.I.Q/14-15]

Sealed Quotations are invited from reputed concerns authorised by Original Equipment Manufacturer for supply of 1 (one) 'High Capacity Document Scanner with 3 (three) years' On-Site Warranty for official use of this Hon'ble Court. The minimum required specifications are:

- *Capability to Scan FS (Legal Size) Papers*
- *Minimum Speed: 45ppm (in A4 size Paper, Black and White)*
- *Minimum 50-sheet 80 GSM Paper Feed (ADF) Capacity*
- *Connectivity: USB 2.0 or SCSI-III*

Willing participants must carefully read the Terms & Conditions of the instant Notice. Submission of Quotation by a participant will be construed as its acceptance of all such Terms & Conditions.

The last date for submission of Quotations is 17.02.2015.

10.02.2015 ***The VIth Assistant Registrar, A.S***

TERMS & CONDITIONS

A. SUBMISSION & ELIGIBILITY:

1. Quotations must be submitted in **sealed envelopes** (*'gala'*-sealed, not merely closed with adhesives/adhesive-tapes, stapled etc.). Only Authorised Dealers will be eligible to quote rates.
2. Quotations must be submitted **in the office of Assistant Registrar-VI, A.S within 4 p.m of 17.02.2015**. No Quotations, whether hand-delivered or sent by courier/post etc, will be received after 4 p.m of 17.02.2015.
3. **Quotations must be accompanied with (a) PAN of the participant, (b) 'Authorisation' of the O.E.M for the brands which the participant is offering and (c) colour information brochure of the products offered.**
4. Rates should be quoted inclusive of all taxes, charges, levies, if any, etc.

B. PAYMENT

5. Relevant rules and procedural formalities may require the Administration of this Hon'ble Court to move the Government of West Bengal for Administrative Approval etc, and as such, **payment(s) shall be released only after obtaining such approval etc from the said Government**.

C. GENERAL

6. Canvassing, in any form, will render disqualification.
7. Address and Contact Number(s) of the participants must be clearly mentioned in the Quotation.
8. The Competent Authority of this Hon'ble Court may cancel the process at any time without ascribing any reason whatsoever. Further, the Hon'ble Court is not bound to accept the lowest quote, and may award contract to any such participant whose offer will reasonably be held to be substantially responsive
9. In case the Hon'ble Court deems it necessary to publish any communiqué in this regard, the same shall be notified in the Notice Boards of the A.S Establishment.

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