

IN THE HIGH COURT AT CALCUTTA
Appellate Side

NOTICE INVITING QUOTATION

[P.P.C/34/N/N.I.Q/14-15]

Sealed Quotations [strictly in prescribed format given at Annexure-A herewith] are invited from such participant(s) who are willing to supply **'plants, seeds and garden equipment for the ensuring summer season gardening'** Willing participant(s) must submit, in a closed envelope, strictly in prescribed format [at Annexure-A] to be downloaded from the website, duly endorsed, after the issuance and publication of the instant Notice, by the competent authority.

All willing participants are advised to carefully read the 'Terms & Conditions' of the instant Notice carefully before submitting quotation(s). Submission of quotation (s) 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 16.02.2015

Date: **03.02.2015**

Assistant Registrar VI

TERMS & CONDITIONS

A. SUBMISSION OF TENDER:

1. **Quotation(s) shall have two parts** – (a) Quotation in prescribed format, **along with copy of P.A.N.** the Quotation of any participant will be treated as incomplete and/or will not be reckoned and/or will not be opened and/or will be summarily rejected.
2. Quotations (in two parts as delineated in A.1) must be **addressed to 'Joint Registrar Gen & Admn II, High Court, A.S, Calcutta'** submitted in the office of the **Assistant Registrar-VI, A.S** on or before **16-00 hours of 16.02.15**. No Quotations, even if complete, irrespective of whether hand-delivered or sent by Post etc., will be received after 16-00 hours of 16.02.15.

B. OPENING OF QUOTATION:

1. Quotations, if considered valid and complete, will be opened jointly by Jt. Registrar Gen & Admn II A.S, Assistant Registrar-VI, A.S, and any subsequent declaration pertaining to the instant 'Notice Inviting Quotation' will be published in the Notice Board of the A.S.

C. GENERAL:

1. Canvassing by any participant, in any form, will render its disqualification.
2. The Hon'ble Court may issue Purchase Order in favour of any such participant whose Quotation 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.
3. The Hon'ble Court may cancel the instant process at any point of time without ascribing any reason whatsoever.

XXXXXXXXXXXXXXXXXXXXXXXXXX

ANNEXURE – A

QUOTATION FORMAT

To
The Joint Registrar Admn & Gen II,
High Court, A.S, Calcutta.

Sub: Quotation for garden equipment

Ref: Hon'ble Court's Notice Inviting Quotation bearing number
PPC/34/N/NIT/14-15 dated 10.02.2015

Sir,

In respect of the captioned N.I.Q, we are to offer our following rate for one lawn mower and good quality plants, seeds and garden materials as per requisition. Sir, we have read and understood the Terms & Conditions contained in the said Notice Inviting quotation and we are to delightfully express our agreement to those. Our rates, inclusive of V.A.T and other charges etc. are as

**1. Cost of Garden materials required for the 'summer season 2015' (Rs _____)
(**)**

Requisition (1) (*)

The Following Plants for Court's Garden for Summer Cultivation(2015)
Seeds/Plant

Sl. No.	Name of Plant	Type of Plant	No. of Pcs
1	Zenia	Hybrid	200
2	Sun Flower	Hybrid Drop	700
3	Baisoam	F1	100
4	Cosmos	Hybrid	100
5	Kachaia	1" pot Plant	300
6	Vionka	1" pot Plant	50
7	Rose	6" oat Okabt	100

Material and Pesticides

Sl.	Particulars	Quantity
1	Cow Dung	2 Lorry (600 C.F.T.)
2	Margosa Oil Cake	50 Kg.s
3	Stramil	30 Kg.s
4	Bone Mil	30 Kg.s
5	Bone Phos	30 Kg.s
6	Fish Mil	2 Kg.s
7	Horn Dust	30 Kg.s
8	Mustard Oil Cake	30 Kg.s
9	Blmond Oil Cake	30 Kg.s
10	D.A.P.	5 Kg.s
11	Super Phosfet	5 Kg.s
12	N.P.K. 15:15:15	5 Kg.s
13	N.P.K 10:26:26	5 Kg.s
14	Forotox 10G	3 Kg.s
15	Urea	30 Kg.s
16	Jute Rope	2 Kg.s
17	Rose Singer	1 Pc.
18	8" Pot	200 Pcs.
19	12/8" Pot	100 Pcs
20	7" Pot	100 Pcs
21	7/6" Pot	200 Pcs.
22	10" Pot	100 Pcs

Thanking you
yours faithfully

(Signature with Date and Stamp)

Name:

Designation:

Name of the Firm/Company etc. : _____

Registered Address with Contact Number: _____

PAN : _____ V.A.T Registration No. : _____

Name & Contact Number of Representative: _____