

**IN THE HIGH COURT AT CALCUTTA**  
***Appellate Side***

**NOTICE INVITING QUOTATION**

[P.P.C/05/N/N.I.Q/15-16]

Sealed Quotations are invited from such participant(s) who are willing to supply **one 'Electronic Mexican grass cutter machine' (lawn mower) from a reputed supplier. required** for the Official residence of the Hon'ble The Chief Justice at 48, Ballyguange Road Kolkata 700019.

Willing participant(s) must submit, in a closed envelope, , 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 Tenders, in the manner prescribed hereunder, is 11.05.2015

Date: **29.04.2015**

***Jt. Registrar (Gen & Admn II)***

**TERMS & CONDITIONS**

**A. SUBMISSION OF TENDER:**

1. **Quotation(s) shall have two parts** – (a) 'Certificate of Authorization' duly endorsed, after issuance and publication of the instant Notice, by the Competent Authority of the Original Equipment & Consumable Manufacturer(s); AND (b) Quotation in official letter pad, **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 11.05.2015**. No Quotations, even if complete, irrespective of whether hand-delivered or sent by Post etc., will be received after 16-00 hours of 11.05.2015.

**B. OPENING OF QUOTATION:**

1. Quotations, if considered valid and complete, will be opened jointly by Deputy Registrar Accounts 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.

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