

**IN THE HIGH COURT AT CALCUTTA**

**APPELLATE SIDE**

**Notice Inviting Quotation**

**[ No. PPC/35/13-14/DR(A/C) ]**

**Sealed Quotations** are invited from all willing enlisted suppliers of this Hon'ble Court for supply of the articles listed and described below. Willing firms/concerns etc. must submit their Quotations addressed to **The VIth Assistant Registrar, A.S** following the **terms and conditions** appearing hereunder on or before **18.2.2014**. Submission of Quotations by willing suppliers/concerns will be construed as their acceptance of all the terms and conditions.

**Date: 13.2.14**

**Sd/-  
The VIth Assistant Registrar, A.S**

LIST & DESCRIPTION OF ARTICLES REQUIRED

Serial	Article	Quantity
1.	A4 Size JK Copier Paper (in packets of 500 sheets)	475 packets

TERMS & CONDITIONS

1. Quotations should be **submitted to The VIth Assistant Registrar, A.S on or before 18.2.14 (between 11-00 and 16-00 hours)** and should be **properly signed and stamped**. The Hon'ble Court will not take any responsibility for delay, loss or non-receipt of quotations sent by post.
2. Quotation should be submitted in a **sealed envelope (sealed with shellac, not merely stapled or pasted with adhesive-tapes)** of maximum size **12" x 6"** with ' **PPC / 35** ' superscribed in it.
3. **Rates should be quoted inclusive of all taxes, charges etc. strictly according to the given description.**
4. Willing participants must properly sign and stamp the Quotations submitted, and Quotations must contain Contact Number of the participant.
5. **Conditional Quotations, and Quotations not conforming to these 'Terms & Conditions', and Quotations submitted by such suppliers which are reasonably believed to have either supplied improper articles or engaged in irregular/unethical activities shall not be considered and/or be summarily rejected.**
6. Canvassing on the part of a supplier submitting quotation will render its quotation liable to cancellation summarily.
7. This Hon'ble Court may award the contract to the supplier whose quotation 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 quote,** and reserves the right to accept or reject any quotations and to cancel the process and reject any or all quotations at any time prior to the award of contract for any reason whatsoever.

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