

Calcutta High Court In The Circuit Bench At Jalpaiguri

NOTICE INVITING QUOTATION

[PPC/CB/JPG/17/N/N.I.Q/21.12.2020]

Sealed quotations are invited from all willing suppliers (preferably Jalpaiguri) for the supply of **06 pcs Wireless Keyboard & Mouse (Combo) [Supply after specimen verification]** for the use in Court Rooms of the Circuit Bench of Calcutta High Court at Jalpaiguri following the terms and conditions appearing hereunder.

Date: 21.12.2020



Deputy Registrar,
Circuit Bench of Calcutta High Court
at Jalpaiguri

TERMS & CONDITIONS

- Quotation should be submitted addressed to the Ld. Registrar, Circuit Bench of Calcutta High Court at Jalpaiguri and submitted in the office of the Deputy Registrar Circuit Bench of Calcutta High Court at Jalpaiguri, (Near-Jalpaiguri Town Railway Station), Post & Dist-Jalpaiguri, Pin-735101 on or before **04.01.2021** 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 etc., will be received after 4 p.m. of 04.01.2021. The sealed envelopes will be opened on 05.01.2021 at 2 p.m.
- Rates should be quoted taking into account the description, make, type, specification and quantity of the articles for which quotations have been invited.
- Rates quoted should be inclusive of all applicable charges, taxes, duties and levies.
- If the quotation of any supplier, which is not enlisted with this Hon'ble Court, is selected, the concerned supplier may have to submit copies of such *documents as Trade License and / or PAN* etc. as and when the Deputy Registrar, Circuit Bench of Calcutta High Court at Jalpaiguri may direct.
- Conditional quotations will not be considered.
- Willing suppliers submitting quotations should specify the address of its office and its Phone/Mobile number (and other contact numbers e.g. Fax, if available) for the purpose of quick communication in the event of urgency.
- Canvassing on the part of a supplier submitting quotation will render its quotation liable to cancellation summarily.

- 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 bid. This Hon'ble Court reserves the right to accept or reject any or all quotations and to cancel the process at any time prior to the award of contract for any reason whatsoever.
- Upon selection of quotation, concerned supplier would have to supply articles strictly according to the description / make / type / specifications provided in the instant notice. In case of any deviation from this and any default regarding this on the part of a selected supplier, the administration of this Hon'ble Court may take any or all such actions against the supplier as it may consider appropriate.