

## **Notice Inviting Quotation**

[No. COR./Web/1597/2022]

**Quotations** are invited in sealed envelopes from all willing firms on the following terms and conditions for repairing, polishing, and cushioning of the chairs in the Department of the Commissioner for Oaths and Affidavits, O.S Such quotations are to be submitted to the Office of the undersigned by 4-30 p.m. on or before **24.01.2022**, after thorough inspection of the undernoted furniture.

### List of works to be done:

Type of furniture	Work required
04 broken chairs	Repairing of the broken or the dislocated arms or legs.
02 chairs used by the Commissioners for Oaths and Affidavits	Cushioning
13 chairs (including those mentioned above)	Polishing

Sd/-

Deputy Registrar (Admn.), O.S.

Date: 04 /01 /2022

### **B-TERMS & CONDITIONS.**

1. Quotations should be submitted to The Deputy Registrar (Admn.), O.S. in sealed envelopes mentioning the NIQ number on or before **19.01.2022** (between 11-00 and 4-30 p.m.) 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. Rates should be quoted taking into account the description, make and type, of the chairs for which quotations have been invited.
3. Rates quoted (both in figures and words) should be inclusive of all applicable charges along with GST Any correction in the quotation is to be duly attested.
4. At the time of submission of quotations, the concerned /firms will have to submit copies of such documents as Trade License and/or PAN etc.
5. Conditional quotations will not be considered.
6. Willing suppliers/firms submitting quotations should specify the address of their office and their Phone/Mobile number (and other contact numbers e.g. Fax, if available) for the purpose of quick communication in the event of urgency.

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7. Canvassing on the part of a firm submitting quotation will render its quotation liable to cancellation summarily.
8. This Hon'ble Court may award the contract to the firm 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.
9. Upon selection of the quotation, the concerned firm would have to complete the entire work strictly according to the description/make/type provided in the instant notice. In case of any deviation from this and any default regarding this on the part of a selected firm, the administration of this Hon'ble Court may take any or all such actions against the firm as it may consider appropriate.

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