

Calcutta High Court
In The Circuit Bench at Jalpaiguri


TENDER NOTICE

[PPC/CB/JPG/05/N/N.I.Q/04.11.2022]

On behalf of the Circuit Bench of Calcutta High Court at Jalpaiguri, Sealed Tender/Quotations are invited from prospective vendors for Annual Maintenance Contract (AMC) of *below mentioned Hardware items and Computer Peripherals* for office use of all Sections / Departments and Courts in the Circuit Bench of Calcutta High Court at Jalpaiguri.

<u>Item</u>	<u>Quantity</u>
(i) CPU (DELL OPTIPLEX 3050 & 5060)	86
(ii) MONITOR (DELL E2216H)	85
(iii) KEYBOARD AND MOUSE (DELL OPTIPLEX 3050 MT)	85
(iv) UPS (MICROTEK, NUMERIC, APC)	101
(v) PRINTERS (HP LASERJET M1005 MFP)	78
(vi) SCANNER(HP SCAN JET PRO 4500 FN1)	04

Date: 04.11.2022


Deputy Registrar,
Circuit Bench of Calcutta High Court
at Jalpaiguri

TERMS & CONDITIONS

- Quotations should be submitted along with a copy of PAN and GST registration addressed to the "Deputy Registrar, Circuit Bench of Calcutta High Court at Jalpaiguri, Near Jalpaiguri Town Railway Station, Post-Jalpaiguri (Sadar), Pin-735101, West Bengal" on or before of 21.11.2022 between 11.30 a.m. to 4.30 p.m. on any working day and should be properly signed and stamped. The Hon'ble Court will not take responsibility for delay, loss or non-receipt of quotations sent by the post. The sealed envelopes will be opened on 22.11.2022 at 2 p.m.
- Quotations should be submitted in sealed envelope with PPC/CB/JPG/05/N/N.I.Q/04.11.2022 superscribed in it.
- Annual Maintenance Contract (AMC) shall mean and include all cost of spares (hardware) and labour for full service maintenance.
- Rates inclusive of all Taxes (GST & etc.) should be mentioned.
- Suppliers are instructed to submit the copy of the PAN, GST Registration Certificate along with the quotation.
- Conditional quotations will not be considered.

(Contd.)

- Willing bidders submitting quotation should specify the address of its office and its Phone/Mobile number (and other contract numbers e.g. Fax, if available) for the purpose of quick communication in the event of urgency.
- The rate quoted by the bidders shall remain fixed for entire duration of the contract and will not be changed/enhanced on any account. All duties, taxes and other levies payable under the contract shall be included in the total price.
- The Hon'ble Court may award the contract to the supplier whose Quotations 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.**
- The Hon'ble Court reserves the right to accept or reject any quotation and to cancel the bidding process and reject all quotations at any time.
- Payment towards the bill of the AMC will be made after according administrative approval for releasing of fund by the Government of West Bengal.
- Canvassing on the part of a supplier submitting quotation will render its quotation liable to cancellation summarily.