

IN THE HIGH COURT AT CALCUTTA
Appellate Side

NOTICE INVITING QUOTATION

[P.P.C/36/N/N.I.Q/14-15]

Sealed Quotations are invited from such participant(s) who are willing to supply **one 'Mexican grass cutter machine' (lawn mower) from a reputed supplier.**

Willing participant(s) must submit, in a closed envelope, strictly in prescribed format to be downloaded from the website, 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 25.03.15

Sd/-

Date: **16.03.15**

Jt. Registrar (Gen & Admn

II)

TERMS & CONDITIONS

A. SUBMISSION OF TENDER:

- 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 prescribed format, **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.
- 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 25.03.2015.** No Quotations, even if complete, irrespective of whether hand-

delivered or sent by Post etc., will be received after 16-00 hours of 25.03.2015.

B. OPENING OF QUOTATION:

1. Quotations, if considered valid and complete, will be opened jointly by Deputy Registrar Court Management 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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ANNEXURE – A

QUOTATION FORMAT

To
The Joint Registrar Admn & Gen II,
High Court, A.S, Calcutta.

Sub: Quotation for garden equipment

Ref: Hon'ble Court's Notice Inviting Quotation bearing number
PPC/36/N/NIT/14-15 dated 16.03.2015

Sir,

In respect of the captioned N.I.Q, we are to offer our following rate for one lawn mower and good quality plants, seeds and garden materials as per requisition. Sir, we have read and understood the Terms & Conditions contained in the said Notice Inviting quotation and we are to delightfully express our agreement to those. Our rates, inclusive of V.A.T and other charges etc. are as

1. LEO Roller Type Manual Lawn Mowers cost in (Rs _____)

Mexican grass cutter machine (lawn mower)

Interested vendors/suppliers are requested to
inspect the existing grass cutter machine on or before
25.03.15

Requested to contact Mr Sampat Ojha Care taker To The Official Residence of Hon'ble Chief Justice
High Court Calcutta for further details...

Contact - +919477558617

Official Seal

