

OFFICE OF THE DISTRICT & SESSIONS JUDGE : : : NALBARI

Dated: 05th April, 2021

NOTICE INVITING QUOTATION

Sealed Quotations are invited from Government registered Suppliers / Firms / Shop affixing court fee of ₹ 8.25/-(non-refundable) for supply of **Computer related articles** to the Office of the undersigned for the financial year 2021-2022.

The quotations should have to reach the Office of the undersigned on or before **23rd April/2021**.

For details, please visit **<http://nalbarijudiciary.gov.in>**.

Sl. No	Item Description	Qty./ Size / Colour
1	Canon Printer Cartridge 337	Per unit
2	HP Printer Cartridge 12A,	Per unit
3	HP Printer Cartridge 88A	Per unit
4	Canon Xerox Machine Toner NPG 59	Per unit
5	Canon Printer Cartridge 326,	Per unit
6	Canon Printer Cartridge 328	Per unit
7	12A and 88A compatible Cartridge	Per unit
8	Pen drive 16GB & 32GB (SanDisk/Kingston)	Per unit
9	DVD disc	Per piece.
10	Key Board (reputed brands e.g. HP/ Logitech etc)	Per unit
11	Mouse (reputed brands e.g. HP/ Logitech etc)	Per unit

Terms and Conditions are as follows:

1. Only Government Registered Suppliers/Firms/Shops are eligible to submit the quotation.
2. Quotation must accompany with the latest Sales Tax Certificate, Income Tax Clearance Certificate, Trade License, PAN Card, GST Certificate/Clearing Certificate, Experience Certificate (if any) etc.
3. The rate of the articles should be quoted against the items and price quoted should be inclusive of all taxes. However, GST rate is to be shown separately against the items. The price quoted should not exceed the maximum retail price

of the articles.

4. Rates quoted shall be valid for a period of one year from the date of awarding the contract.
5. Duplicate/Sub-standard items will not be accepted anyway.
6. Sample of articles to be supplied shall have to be furnished along with the Quotation.
7. The undersigned has reserved the right of rejecting the quotation without assigning any reason thereof and the undersigned is not bound to accept the lowest rate of any quotation if it arises in course of tendering. The decision of the undersigned will be the final.
8. Quotations submitted after the stipulated time will summarily be rejected.
9. After selection, selected parties have to submit Bills quarterly for payment. Late submission of Bills will result in payment of bills in the next financial year.
10. **GST** TDS will be deducted at source.

Sd/-
(SHARMILA BHUYAN)
District & Sessions Judge,
Nalbari

Memo. No. DJNB/- ২২০২-২২০৭ **Dated Nalbari the 05th April, 2021**
Copy forwarded for information and necessary action to:-

- ✓ 1. The Systems Officer of this office. He is directed to upload this quotation in the official website.
2. The Notice Board of this office
3. The Concerning file.

5.4.21
District & Sessions Judge,
District & Sessions Judge,
Nalbari
05.04.21