



OFFICE OF THE CHIEF JUDICIAL MAGISTRATE:.....:KOKRAJHAR

QUOTATION

DATED 26th JUL 2022

Sealed quotations affixing Court fee of Rs. 8.25 (Rupees eight and paisa twenty five) only are hereby invited from the reputed Suppliers / Firms for supplying the Logistics items as mentioned in Appendix-A for use in the office of the Chief Judicial Magistrate, Kokrajhar for the Financial Year 2022-23. The intending suppliers can submit the quotation in sealed cover within **08th Aug 2022** which will be received till **02.30 P.M.** in the office of the undersigned.

GENERAL TERMS & CONDITIONS:-

1. The sealed envelope containing quotation shall be superscribed as "QUOTAION FOR SUPPLY OF" (please mention specifically "**STATIONERY ITEMS**" or "**IT EQUIPMENTS & ACCESSORIES**" or "**PRINTING & BINDING**" whichever is applicable) and it should be addressed to "The Chief Judicial Magistrate, Kokrajhar", alongwith the following documents with the quotation:-

- a) Copy of PAN Card
- b) Copy of GST Registration Certificate
- c) Bank details for payment.

2. Each page of the documents should contain Full Signature of the Applicant, Date, Name and Designation (if applicable) of the person signing the offer and Rubber Stamp indicating the Full Name, Address and Phone No. of the firm.

3. Prices / Rates for each item / equipment should come with the negotiable discounted offer for considering competitive bidder.

4. The prices quoted for services should be inclusive of all taxes and duties for free delivery and installation at the site.

5. Exact details of GST and other levies must be clearly indicated.

6. Prices once approved will remain valid during the supply period. Any increase and decrease of Taxes and other statutory duties will not affect the price during this period. Any increase in taxes and other statutory duties/levies after the approved rates shall be the tenderer's liability.

for Supt Asstt.

7. The competent authority shall be under no obligation to accept the lowest rate or any tender received in response to this tender notice and shall be entitled to reject any tender without assigning any reason whatsoever.
8. Delivery and installation of the Items / Equipments with specified accessories to be made within the stipulated period after release of the supply order.
9. Payment shall be made after satisfactory execution of the supply of articles or installation of the equipments in satisfactory condition on bill basis. The decision of the undersigned towards satisfaction of quality of articles shall be final.
10. Clarification with respect to the tender may be well sought before the last date for submission of tender.
11. In case of violation of terms and conditions of the Quotations or unsatisfactory supply of articles, the undersigned reserves the right to terminate the supply order by giving intimation to the supplier.
12. The decision of the undersigned in all respect shall be final and binding on all.

Ed-
Chief Judicial Magistrate
Kokrajhar
Kokrajhar

MEMO.NO.KJM-11/2022/ 872-74 /DATED, KOKRAJHAR THE 26th JUL 2022

Copy forwarded for information to:-

1. Main Notice Board.
- ✓ 2. The System Assistant, District Judiciary Kokrajhar, is directed to upload the quotation notice in the Official Website.
3. Order Book.
4. Office copy.

A/
Chief Judicial Magistrate
Kokrajhar
Kokrajhar