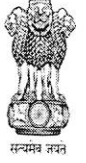




OFFICE OF THE  
**DISTRICT LEGAL SERVICES AUTHORITY,  
FIRST FLOOR, DISTRICT & SESSIONS JUDGE COURT BUILDING,  
KOKRAJHAR**



Phone No-9435480900, Email-dlsakokrajhar@gmail.com

No. DLSAK-58/2023/

Dated-Kokrajhar, the 10<sup>th</sup> May, 2023.

**NOTICE INVITING TENDER**

Sealed quotations are invited affixing Court Fee stamp of Rs. 8.25 (Non- refundable) from the intending registered firms/Supplier/Dealers for supply and installation of below mentioned articles for the purpose of Legal Aid Defence Counsel System Office setup in District & Sessions Judge Complex, Kokrajhar. For details, visit the Office Notice Board or official website <https://kokrajharjudiciary.gov.in>.

The sealed quotations should reach on or before 17<sup>th</sup> May, 2023 during office hours on working days and no quotation/tender will be received thereafter.

SL	PARTICULARS	QUANTITY
1	Cabin Aluminum and Glass	1 No.
2	Office Benching Cubicle with desk	8 Nos.
3	Revolving Chair	9 Nos.
4	Plastic Chair without Arms	20 Nos.
5	Steel Almirah	1 Nos.
6	Wall mount book shelf	3 X 8 Feet with doors
7	Secretary Table	1 No.
8	Air Conditioner (1.5 Ton)	1 No.
9	Air Conditioner (2 Ton)	1 No.
10	Room Painting ( Inner side)	290 Sq. Feet
11	Electrification in cubicle for Computer connection.	9 Cubicle
12	Celling Fan	3 Nos
13	Wall Mount Fan	2 Nos
14	LED Tube light	2 Nos

15	<b>All in one Computer</b>  <b>Configuration:-</b>  a) Intel Core : I3/I5 b) SSD : 256/512 GB c) RAM : 8 GB d) OS : Windows (Genuine) e) USB Mouse f) USB Key Board	<b>3 Nos.</b>
16	<b>UPS 600 VA (DG Compitible)</b>	<b>3 Nos.</b>
17	<b>Multifunction (All in one) Laser Printer (Preferably canon)</b>  <b>Configuration :</b>  a) Duplex b) Wifi enabled	<b>1 No.</b>

### **GENERAL TERMS & CONDITIONS**

- The sealed envelope containing quotation shall be marked as "**Tender for Supply and Installation equipment of Legal Aid Defence Counsel System Office, Kokrajhar**" and should be addressed to the Secretary, DLSA, Kokrajhar, along with the following documents must be annexed with the quotation
  - Copy of PAN Card
  - Up to date copy of GST registration certificate
  - Copy of valid Trade License.
  - Bank details for payment.
- Each page of the documents should be signed, date, name and designation of the person signing the offer and rubber stamp indicating the full name, address and phone no. of the firm.
- Prices/Rates for each item/machinery should come with the negotiable discounted offer shall be considered for competitive bidder.
- The prices quoted for services should be inclusive of all taxes and duties for free delivery and installation at the site.
- Exact details of GST and other levies must be clearly indicated.
- For Computer or Electronics equipment's OEM should undertake that no refurbished components will be used by OEM.
- OEM to provide demonstration at the time of acceptance of the machines.
- The Warranty period of the supplied articles must be visible in Manufacturer website in respect of each product serial number.
- Prices once approved will remain valid during the scheduled delivery period. 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.
- 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.

11. Delivery and installation of the articles to be made within the stipulated period after release of the supply order.
12. Payment shall be made after satisfactory execution of the supply and installation of the articles in satisfactory condition on bill basis. The decision of the undersigned towards satisfaction of quality of articles shall be final.
13. Clarification with respect to the tender may be well sought before the last date for submission of tender.
14. In case of violation of terms and conditions of the tender document or unsatisfactory supply of articles, the undersigned reserves the right to terminate the supply order by giving intimation to the supplier.
15. The decision of the undersigned in all respect shall be final and binding on all.

*sdl*

Secretary  
District Legal Services Authority  
Kokrajhar

Memo No.DLSAK/58/2023/..... *418-421*

Dated Kokrajhar the 10<sup>th</sup> May, 2023

Copy to:-

1. The District Information & Public Relation Officer, Kokrajhar. He/She is requested to publish the Notice Inviting Tender in two newspaper one in English daily and another in Regional daily.
- ✓ 2. The Systems Assistant, District Judiciary Kokrajhar. He is directed to upload the quotation notice in the District Judiciary Website.
3. Notice Board of District Judiciary, Kokrajhar
4. Notice Board of DC Office, Kokrajhar
5. Office file

Secretary  
District Legal Services Authority  
Kokrajhar

*10/05/23*