

HIGH COURT OF UTTARAKHAND
NAINITAL
Tender Notice

Dated : May 06 , 2021

Sealed tenders are invited for the supply of various items of Stationery including Stationery for Photostat and Computers for the use in High Court of Uttarakhand during the financial year 2021-2022. The list of the items, detailed terms and conditions of supply, may be seen by the intended bidders with Stationery Section in High Court, Nainital on any working day in office hours from 07.05.2021 to 21.05.2021 and on our website www.highcourtofuttarakhand.gov.in. Sealed tenders should be submitted on or before 24.05.2021 by 3.00 P.M. and tenders will be opened at 4.00 P.M. on the same day. The undersigned reserves the right to reject any tender without assigning any reason.

Terms and Conditions:

1. The firms are **required to attach the samples of items and also to mention trademark/name of manufactures**, failing which tenders will not be considered.
2. The firm submitting tenders are required to deposit a F.D.R. for ₹50,000/- (Valid for one year) in the name of Registrar General, High Court of Uttarakhand, Nainital, payable at Nainital as security money along with tender, which will be returnable, in case its tender is not accepted but this amount will be retained as security for those firms whose tenders are accepted.
3. The tender should be accompanied by Form Fee (Separate draft) of ₹500/- (Five Hundred Only) (not refundable) in the form of Account Payee Demand Draft from any of the nationalized/schedules bank in an acceptable form drawn in favour of Registrar General, High Court of Uttarakhand, Nainital, without which the tender will not be considered.
4. The firm will have to supply the items at High Court of Uttarakhand, Nainital at its own expenses.
5. The firms should mention the rates of the items **excluding GST** in their respective tender.
6. If any item supplied by the firm is not found upto the mark and not in accordance with the approved sample, the item will not be accepted and supplier shall be liable to pay 5% of cost of items as damages and it may be adjusted from the security amount or will be recovered.
7. Tenders submitted by the persons or firms not registered with Commercial Tax Department will not be considered.
8. **Only the authorized dealer of item for Photostat & Computer stationery should submit the tender and self attested copy of the authorization letter should be submitted along with the tender.**
9. The Security amount will be refundable after the close of the financial year 2021-2022.
10. The firm will have to supply the requisite items within a period of seven days from the date of order. In case of failure, the Registrar General will have a right to take appropriate action including forfeiture of security.
11. The firm submitting tenders are required to submit their turnover of ₹8,50,000.00 from similar business in the last three years.
12. The Court reserves its right to cancel any tender at any time without prior notice or assigning any reason.
13. All disputes shall be subject to jurisdiction at Nainital.
14. The tender received beyond the scheduled date and time shall be summarily rejected.
15. The firm should not be black listed or terminated in past & the bidder shall have to furnish declaration for the same.
16. Tenders (only in the format issued by this office) are to be filled as per the conditions mentioned in the tender form and the bidders have to sign on the acceptance of conditions otherwise bid will be rejected.
17. The TDS (under GST and Income Tax) will be deducted as per provisions.
18. All the pages of the tender document should be serially numbered and duly stamped and signed by bidder.
19. The rates finally approved/ accepted by the High Court of Uttarakhand, Nainital shall be valid for the whole financial year and no upward revision will be allowed under any circumstances whatsoever.
20. Premature withdrawal of the Tender by the Tenderer shall make him liable for forfeiture of the earnest money.

Sd/-
I/C Registrar General