

OFFICE OF THE PRESIDING OFFICER, MOTOR ACCIDENT CLAIMS TRIBUNAL
NO.2, KAMRUP(M), BHARALUMUKH, GUWAHATI-781009

Memo No.MACT2K/ 2859 /23

Date: 15 - 07-2023

NOTICE INVITING QUOTATION

Sealed quotations affixing Court fee stamps of Rs. 8.25 (Non-refundable) are hereby invited from intending local registered firms for supply of All in one PC, Laptop, Printer, Scanner, TV for VC Networking Equipments etc for the office of the Motor Accident Claims Tribunal No 2, Kamrup (M), Guwahati as per given specification and quantity at Annexure-A.

General Terms and Conditions

1. The Sealed envelope containing quotation shall be marked as "All in one PC, Laptop, Printer, Scanner, TV for VC Networking Equipments etc" and the following documents must be annexed with the quotation:
 - a) Copy of PAN card
 - b) Up to date copy of GST Registration certificate
 - c) Copy of Gauhati Municipal Corporation Trade License.
 - d) Copy of documents showing experience of supply and servicing of similar items.
2. Each page of the documents should be signed by the bidder with seal. In the absence of any of the above documents, the offer may be summarily rejected without making any further reference in this regard.
3. The sealed quotation should be submitted to the Presiding Officer, Motor Accident Claims Tribunal No. 2 at Bharalumukh, Guwahati- 9 on working days between 10 a.m. to 4 p.m. The last date of submission of NIQ is fixed on 31st July, 2023.
4. The Bidder should be in the similar business for at least 5 years. A document such as work order(s) to be furnished.
5. The bidder must have submitted a declaration confirming that the bidder has never been blacklisted in any Government organization/ PSU etc.
6. Bidder must provide at least 3 similar work order, i.e PC / Laptop / Printer/ Scanner/ Networking equipments etc to Govt deptt/ PSU/Bank etc.
7. The warranty period of the supplied items must be visible in Manufacturer website in respect of each product serial number.
8. The successful bidder/bidders must have to deposit performance security deposit of 5% of the contract value in the form of Bank Guarantee before obtaining the order.



The performance security deposit will be released after completion of the warrantee/ AMC period of the supplied goods.


9. Vendor must have to provide 3 years on site support (OS and hardware).
10. Vendor must have to provide demonstration at the time of installation of the machines.
11. In case the successful bidder supplies sub standard materials, order shall be cancelled.
12. The rates approved by the establishment shall be valid for the period of one year from the date of order. Increase or decrease of price, taxes and other statutory dues will not affect the price during this period.
13. Payments shall be made after satisfactory execution of the order and receipt of complete consignment.
14. The tender shall clearly mention the rate both in words and figures along with applicable Taxes.
15. Presiding Officer, Motor Accident Claims Tribunal No 2, kamrup (M), Guwahati, reserves the right to award the work to one or more bidders.
16. Presiding Officer, Motor Accident Claims Tribunal No 2, Kamrup (M), Guwahati, reserves the right to terminate the purchase order at any time without assigning any reason.
17. In case of violation of terms and conditions of the tender or unsatisfactory supply of material or of poor quality and refurbished, Presiding Officer, Motor Accident Claims Tribunal No 2, kamrup (M), Guwahati reserves the right to terminate the supply order.
18. The decision of the undersigned in all respect shall be final and binding on all.


Encl: Technical Specification.

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Copy for information to-

1. The System Officer, Kamrup (M), Guwahati. *He is requested to upload the quotation in the Kamrup(m) District Judiciary website.*
2. Notice Board.
3. Office File.


Presiding Officer,
Motor Accident Claims Tribunal No 2,
Kamrup (M), Guwahati
Date :- 15/07/23


Presiding Officer,
Motor Accident Claims Tribunal No 2,
Kamrup (M), Guwahati



Annexure - A
List of required equipments with technical specification

SI No	Equipment	Brand/Configuration	Quantity
1	All in one PCs	12 th Gen 8 GB RAM, Core i5, Windows 11, Screen Size – 23.5"	5
2	Laptop	12 th Gen 8/16 GB RAM, Core i5, Windows 11, Screen Size – 15"	1
3	UPS	650VA	7
4	LAN Cables	5 Meter	7
5	Multifunctional Printer	Canon MF 275dw or similar	2
6	Laser Printer	HP 1020 Plus or Similar	2
6	Web Cam	1080p resolution	1
7	Collar Microphone		1
8	LED TV (For VC)	Smart 55" LED TV with Speaker System	1
9	Scanner	Kodak 2040 or similar	1

Presiding Officer
Motor Accident Claims Tribunal No.-2
Kamrup, Guwahati