

**OFFICE OF THE JUDGE
FAMILY COURT
SONAMURA, SEPAHIJALA DISTRICT, TRIPURA**

No. F.8-FC/SNM/SPJ/2019-23/31-34,

**Dated, Sonamura.
The 5th January, 2023**

NOTICE INVITING TENDER

Tenders in sealed cover are hereby invited from the Registered Dealer/ Firm / Agency/ Supplier for supplying 01 (one) no. of new Photocopier Machine preferably **SHARP/ RICOH/ KONICA MINOLTA** along with 01 (one) no. 2 KVA Automatic Voltage Stabilizer on the enclosed terms and conditions maintaining following specification:-

TABLE : 1

Sl. No.	Particulars/ Specification
1.	A3 Size Network Photocopier/ Printer (Support by Linux Operating System)
2.	30 Prints per minute
3.	Duplex facility Zoom 25% to 400% in 1% increment
4.	Standard Paper tray capacity (Min 250)+ Bypass tray.
5.	64 MB RAM
6.	PC Connectivity 1.1USB
7.	2.0 USB Port & IEEE 1284 with built in full colour A3 size network scanning Network Protocol TCP/IP

TABLE : 2

Sl. No.	Particulars/ Specification
1.	2 KVA Automatic Voltage Stabilizer for Copier Machine support.

Terms and conditions

1. Concerned firm will provide three years of extended warranty, which shall be in addition to company warranty.
2. Incomplete tender will be rejected summarily.
3. The undersigned is not bound to accept the lowest rate and may reject all or any of the tender without assigning any reason.
4. Required tax will be deducted as per prescribed rate from the bill.
5. Both the Technical Bid (ANNEXURE-I) & Financial Bid (ANNEXURE-II) should be submitted along with the tender.
6. The successful bidder should deposit Rs.5,000/- (Rupees five thousand) only through DD in the name of DDO, Office of the Judge, Family Court, Sonamura, Sepahijala District payable in the Punjab National Bank, Sonamura Branch, IFS Code :-PUNB0026420. being security deposit at the time of signing agreement and the said amount will be paid after completion of extended implied warranty.

7. The bidder should submit copy of all relevant documents viz. Trade License, GST Registration Certificate, PAN Card, Authorization letter of the concerned company (if any), Address of Registered Office with contact No & Email ID along with bid.


8. The successful bidder should supply the articles at the Judge, Family Court, Sonamura, Sepahijala District at their own cost and install the same within 15 (fifteen) days from the date of signing contract.

The last date of dropping/ receipt of the tender is up to **3.00 pm** on **17.01.2023** and likely to be opened on **18.01.2023 at 4.00 pm** in the chamber of the Judge, Family Court, Sonamura, Sepahijala District. Bidders may remain present at the time of opening of bids if they want.

 05-01-2023
(Smti S. Mukherjee)
Judge
Family Court
Sonamura, Sepahijala Dist., Tripura

Copy for information to :-

1. The Nazir, O/o District & Sessions Judge, Sepahijala District, Sonamura, Tripura who is also attached to the establishment of the Judge, Family Court, Sonamura, Sepahijala Tripura is directed to doing the needful in this regard.
2. The Accountant, O/o District & Sessions Judge, Sepahijala District, Sonamura, Tripura who is also attached to the establishment of the Judge, Family Court, Sonamura, Sepahijala Tripura.
- ✓ 3. The Sr. System Officer, Sepahijala District, Sonamura for uploading the Advertisement as well as other documents in the official website of the District & Sessions Judge's Court, Sepahijala District, Sonamura, Tripura on **06.01.2023**.
4. Notice Board of the District & Sessions Judge's Court, Sepahijala District, Sonamura Tripura.

 05-01-2023
(Smti S. Mukherjee)
Judge
Family Court
Sonamura, Sepahijala Dist., Tripura

PROFORMA FOR TECHNICAL BID

Sl. No.	Particular	To be filled by the tenderer
1.	Name of the Registered Dealer/ Firm / Agency/ Supplier	
2.	Details official address of the Dealer/ Firm / Agency/ Supplier	
3.	Registration No. (Copy of Registration Certificate should be enclosed)	
4.	GST Registration Number (Copy to be enclosed).	
5.	Whether the Owner/ Agency is/was blacklisted by any Government Department or any criminal case is registered against the firm or its owner / partner anywhere in India.	
6.	Length of experience in the field.	
7.	Experience in dealing with Govt. Department (Indicate the names of the Department and attach copies of contracts order placed on the agency).	
8.	Whether a copy of the terms and conditions (Annexure-I & II), duly signed, in token of acceptance or the same is attached.	
9.	List of documents submitted with the tender	

ANNEXURE-II

PROFORMA FOR FINANCIAL BID

Name of the item with model No. & details	Rate per item
(1)	(2)

Note: All figures should be written in words also.