CIVIL COURT, BEGUSARAI

Quotation Notice No. ...02..../2025

Sealed quotations are hereby invited from bonafide and reputed registered firms/suppliers having requisite experience in the field, for the supply of Cartridges of Canon Company for official use in Civil Court, Begusarai.

The detailed terms and conditions are as follows:-

Terms & Conditions

1. Quantity Required: - The total tentative requirement of Cartridge with model number is illustrated as under;

Cartridge of Canon Company.

Cartridge Model	Required Quantity
Canon 070	30 PCs.

The Supplier must supply the Cartridges in strict conformity of the given specifications.

2. Brand and Quality:- Only Original Cartridge of Canon company shall be accepted. Quality will not be compromised under any circumstances, and the supplier shall be responsible for ensuring authenticity.

3. Material Specification:- The Cartridge should be of good quality and make should not be of before July,2025.

4. Rates and Taxes:- The rates quoted must be inclusive of all taxes including GST. Suppliers should provide a clear breakup of basic price and tax components. Any hidden charges claimed later shall not be entertained.

5.Delivery :-The successful supplier shall deliver and unload the Cartridges at the premises of Civil Court, Begusarai. All expenses related to transportation and labour shall be borne by the supplier. The entire work must be completed within 15 days of issue of work order by the party who will be selected.

6. Payment Terms:- No advance payment will be made. Payment shall be released only after successful supply and verification of Cartridges by the competent authority. Bills shall be submitted in triplicate along with necessary documents.

8. Eligibility Criteria:- The suppliers firm must be valid and hold valid GST registration & a PAN number. Self-attested copies of the same must be enclosed with the quotation, otherwise, the tender shall be rejected.

9. Rejection of Quotation:- The Purchasing Committee, Civil Court, Begusarai, reserves the absolute right to accept or reject any or all the quotations without assigning reasons. Incomplete, conditional, or unsigned quotations are liable to be rejected outright.

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10. **Jurisdiction:-** Any dispute arising out of or in relation to this quotation process or supply order shall fall under the jurisdiction of the Civil Court, Begusarai, and the decision of the Principal District & Sessions Judge, Begusarai shall be final and binding.

11. **Submission of Quotation:-** The quotation must be submitted in a sealed envelope clearly superscribed "Quotation for Supply of Cartridges of Canon company at Civil Court, Begusarai". The last date for submission is **30th November,2025,up to 05:30 P.M.** at the office of the undersigned. The received quotation shall be opened on 02nd December,2025 at 04:35 PM in the office of the undersigned in the presence of purchasing committee and the supplier who may wish to remain present.

17/11/2025

Principal District & Sessions Judge
Civil Court, Begusarai

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