

TENDER NOTICE

GOVERNMENT OF MAHARASHTRA **COURT OF SMALL CAUSES AT MUMBAI**

Dhobi Talao, L.T. Marg, Mumbai 400 002.

Tel. No. 022-22088700/22088749

Email- scc-mumbai@bhc.gov.in

Sealed quotations are invited for the **“Repairing of Printers at Small Causes Court Mumbai and Bandra Branch”** from reputed Agency / Service provider /Vendor.

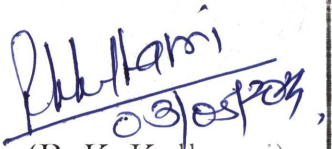
In view of above, the Quotation in the sealed envelope are invited from reputed Agency / Service provider /Vendor addressed to **“The Registrar, Court of Small Causes, Dhobi Talao, Mumbai-400002”** for service of **“Repairing of Printers at Small Causes Court Mumbai and Bandra Branch.”** At the top of the envelop the words **“Quotation for Repairing of Printers at Small Causes Court Mumbai and Bandra Branch”** shall be written. The vendor should mention their *detailed address, Telephone Nos. Mobile Nos. and e-mail ID, Fax, etc,* on the quotation for communication purpose. Moreover they should furnish copies of PAN Number, GST Registration Number, details of services provided to Government Offices and other relevant information. Said quotation shall reach this office on or before **5:00 P.M. on Wednesday the 08th day of May, 2024** The quotations received after due date and time will not be entertained.

The Quotations received will be opened by the Hon'ble Committee of this Court in presence of the Agency/Service Provider/Vendor or their representatives.

The Hon'ble Chief Judge of this Court is the Final Authority in this regard.

COURT OF SMALL CAUSES }
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MUMBAI : 03 May, 2024 }
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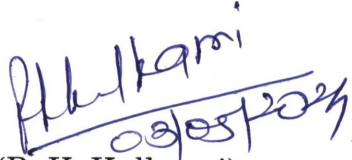

(R. K. Kulkarni)
Additional Registrar

TERMS AND CONDITIONS

- The interested vendor should submit their price list in the prescribed format attached herewith as Annexure-I.
- The vendors can visit the Head Office and Bandra Branch for inspection of said printers with prior permission of the Registrar, Court of Small Causes Mumbai and Addl. Registrar, Court of Small Causes Bandra Branch respectively.
- The vendors should repair the said printers in the Court Premises only. Taking away of printer outside the court premises will not be allowed.
- The rate mentioned by the Vendors in quotations will be shown separately **(Inclusive of GST)**.
- The Vendors are required to give a demand draft / pay order for the tender fee of Rs.1700/- (non-refundable) and a security deposit amount of Rs.8500/- refundable (without appropriate interest) in the name of **"The Registrar, Court of Small Causes, Mumbai 400002"**.
- The firms / Organizations registered under Ministry of Micro, Small and Medium Enterprises (**MSME**) are excluded from Tender fee and Security deposit.
- The Tenderer should clearly mention the **Name of Organization/ Company, Address, Phone no and Email Id** clearly on quotation.
- The date and time for opening of the tender will be informed by notice and email. While opening of tender, tenderer is free to attend himself or depute an authorized decision taking authority as his representative.
- The tender will be opened at the given date and time informed in the notice. Tender will be opened irrespective of attendance of single tenderer also.
- Payment will be made after repairing of all the said printers and receipt of the bill. Payment will be made after passing of bill by Pay and Accounts Office.
- No payment shall made in advance nor any loan from any bank or financial institution shall be recommended on the basis of award of work.
- The successful tenderer should visit to Bandra Branch for repairing of printer without any transportation charges.
- Court of Small Causes, Mumbai shall be liberty to withhold payments in full subject to delay in time given for repairing of Hardware items.
- The Hon'ble Chief Judge Court of Small Causes will reserve all the decision making rights.
- Court of Small Causes, Mumbai reserves the right to accept or reject any quotations as also to alter any or all of the terms and conditions without assigning any reason.
- Validity of the rates quoted in the tender should be valid for 60 days.

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(R. K. Kulkarni)
Additional Registrar

Annexure - I

Quotations for Repairing of Printers at Small Causes Court Mumbai and Bandra Branch

Sr. No.	Item	Qty		Price per Item Including G.S.T.	Total Price Including G.S.T.
		Head Office	Bandra Branch		
1	Epson L1455 A3 Color Printer	1	1		
2	HP 436 A3 printer	3	-		

Authorized Signatory
(Seal and Stamp)