

OFFICE OF THE DISTRICT LEGAL SERVICES AUTHORITY, PURBA BARDHAMAN

QUOTATION NOTICE NO. 01/ 2024 dated 03rd MAY, 2024.

Sealed quotations are hereby invited from the reputed service provider firms / agencies / vendors having bonafide trade license for Supplying and Installation of one 1.5 TON 5-Star Split Inverter AC Machine with Voltage Stabilizer and one 2 TON 5-Star Split Inverter AC Machines with Voltage Stabilizer for the office of the District Legal Services Authority, Purba Bardhaman, 3rd Floor, Burdwan Sadar Court Campus, District- Purba Bardhaman.

The willing vendor / agency may quote the price after spot verification. Spot verification may be done on any working day during office hours with the period on and from 03-05-2024 to 14-05-2024. Willing bidder may contact the office of the District Legal Services Authority, Purba Bardhaman, 3rd Floor, Burdwan Sadar Court for spot verification.

Terms & Conditions

1. Quotations must be submitted in sealed envelope addressing to the Chairman, District Legal Services Authority, Purba Bardhaman and the same must be dropped in the Tender Box kept at the District Legal Services Authority, Purba Bardhaman, 3rd Floor, District Judge's Court, Court Compound, Burdwan, District-Purba Bardhaman Pin code 713101 on any working day within 14-05-2024 by 05.00 P.M.
2. The Supplier shall be liable for comprehensive warranty for a minimum period of 12 months for AC, 5 years for PCB and 10 years for compressor inverter. Supporting document for Warranty shall be enclosed with the delivery challan. Warranty shall commence from the date of installation of the AC machines.
3. Bids received after the due date and time and the incomplete ones shall be rejected out rightly. Conditional quotations will not be considered.
4. The Company / Firm must have GST Registration, PAN, Bank Account. Supporting documents must be enclosed.
5. Rates quoted should be inclusive of all applicable charges, taxes, duties and levies. No other claim / allowances will be entertained / paid for such on-spot service / work.
6. Participating Vendors must specify the address of its office and its phone/mobile number (and other contact numbers e.g. e-mail if available) for the purpose of quick communication in the event of urgency.
7. Canvassing on the part of Vendors submitting quotation will render its quotation liable to cancellation summarily.
8. As a general rule the contract will be awarded to the authorized service provider who has quoted the lowest price and whose quotation is otherwise acceptable being in conformity with the terms and conditions. However, the Ld. Chairman, District Legal Services Authority, Purba Bardhaman is not bound to accept the lowest bid and he reserves the right to accept any quotation or reject any or all quotations without assigning any reason and also to cancel the entire process at any time prior to awarding the contract for any reason whatsoever.
9. In all matter of any dispute the decision of the Ld. Chairman, District Legal Services Authority, Purba Bardhaman shall be final.
10. Properly received quotations will be opened on 14-05-2024 at 05.30 P.M. or any date thereby to be intimated, at the chamber of Ld. Chairman, District Legal Services Authority, Purba Bardhaman in the presence of intending bidders. Tenderers will have to attend along with original copies of documents. In case of inability of the tenderer only one representative will be allowed to attend subject to presentation of authorisation letter.
11. All deduction will be made as per Government Rules. Selected firm / agency / vendor have to pay 2% Tax of the total bill amount and submit the receipt of the same against PAN Number of the firm / agency / vendor.
12. Selected vendor must supply products of well known brands and also to ensure / ascertain warranty of the supplied products/articles etc.
13. Selected vendor must have local branch office / franchise in the district of the Purba Bardhaman.
14. Selected vendor must deliver and install the goods / articles / service during the office hours, depending upon the exigency, as per direction of the concerned authority.
15. If selected vendor fails to supply good(s) / articles(s) / service(s) as per work order, the next lowest bidder will be given opportunity for supplying the said good(s) / articles(s) / service(s) in the rate quoted by the selected vendor.

Circulate this tender-notice for displaying in the notice boards at the Burdwan Sadar Court and circulate amongst the different Government office for wide circulation.

Upload this notice in the official website of the Judgeship of Purba Bardhaman.

Inform all concerned accordingly.

OFFICE OF THE DISTRICT LEGAL SERVICES AUTHORITY, PURBA BARDHAMAN

Memo No. 464 /DLSA, Purba Bardhaman Date: 03.05.2024
Copy forwarded for information and wide publication, to:

1. The District Magistrate, Purba Bardhaman,
2. The Sabhadhipati, Zilla Parishad, Purba Bardhaman,
3. The Superintendent of Police, Purba Bardhaman,
4. The Chief Medical Officer of Health, Purba Bardhaman,
5. The Executive Officer, Burdwan Municipality,
6. The Registrar, District Judge's Court, Burdwan,
7. The Registrar in charge of Nezarath, Burdwan.

By order of the Ld. Chairman,
DLSA, Purba Bardhaman

Sutapa Mallik

Secretary,
District Legal Services Authority,
Purba Bardhaman

**Secretary,
District Legal Services Authority
Purba Bardhaman**