

**OFFICE OF THE DISTRICT AND SESSIONS JUDGE, SONITPUR  
AT TEZPUR**

**SHORT NOTICE INVITING TENDERS**

Sealed quotations are invited affixing Court Fee stamp of Rs. 8.25 (Non-refundable) from the intending registered firms for supply of Inverter, Battery and Water Purifier for the establishment of the District and Sessions Judge, Sonitpur, Tezpur, as per specification given with the Notice.

**Particulars of the items :**

Sl. No.	Particulars	Rates	Necessary details
1.	Water Purifier with storage facility having features such as R.O., U.V., U.F. and TDS controller.	Rate per item	<ul style="list-style-type: none"><li>❖ Warranty Period at least 1 year,</li><li>❖ Water purifier of only reputed brand will be selected.</li><li>❖ Shall include installation and electrical connection, if any.</li><li>❖ Shall include free 01 year service.</li></ul>

**GENERAL TERMS & CONDITIONS**

1. The sealed envelope containing quotation shall be marked as "**Tenders for Supply of Water Purifier**" along with the following credentials :-
  - a) Copy of PAN Card.
  - b) Up-to-date copy of G.S.T Registration certificate.
  - c) Firm Registration Certificate.

Each page of the aforementioned documents should be signed by the bidder with seal to establish the Bidder's eligibility and its qualification to perform the supply of materials if its bid is accepted. In the absence of any of the above documents / information, the offer may be summarily rejected without making any further reference in this regard. The Quotation shall also mention the firm's **contact details** clearly.

The sealed quotation should be submitted to the office of the **District and Sessions Judge, Sonitpur, Tezpur**, during office hours on working days.

2. The rates approved for the selection of bidder, shall be valid for the said item/items. The supplier will be responsible for any increase in Prices, Taxes and Duties. Any increase in taxes and other statutory duties/levies after the approval of Rates shall be to the supplier's account. The bidder shall provide free delivery of the said items.
3. Payments shall be made after satisfactory execution of the order and supply of material in satisfactory condition on bill basis. The decision of the District and Sessions Judge, towards satisfaction of quality of material shall be final. Payment of the material supplied under purchase order will be paid on receipt of complete consignment and checking of the material and on production of following:
  - Invoice in triplicate,
  - Delivery Challan duly signed by the consignee.

4. The District and Sessions Judge, Sonitpur, reserves the right to accept or reject any or all the tenders in part or full, without assigning any reason whatsoever.
5. The District and Sessions Judge, Sonitpur, is not bound to accept the lowest Tender.
6. The District and Sessions Judge, Sonitpur, reserves the right, to award the work to one or more bidders. No communication shall be made in this regard except the selected firm/tenderer/bidder.
7. The District and Sessions Judge, Sonitpur, reserves the right to terminate the purchase order at any time by giving intimation in writing without assigning any reason.
8. In case of violation of terms and conditions of the tender document or unsatisfactory supply of material or of poor quality and below standard. The District and Sessions Judge, Sonitpur, reserves the right to terminate the supply order by giving intimation to the supplier.

The sealed quotations should reach the undersigned on or before **29-05-2024 during Office hours** & no quotation/tender will be received thereafter. The intending parties are to express their readiness to supply and install the aforesaid items immediately after receipt of the formal order and the same are to be reflected in their tenders.

9. The proprietor or the representative of the intending firm may be present before the District and Sessions Judge, Sonitpur at the scheduled date and time of opening the tender. Those who do not attend at the time of opening of the tenders, shall have no right to any objection, later on, although their tender will also be opened and may be accepted, if found suitable.
- 10. The decision of the District and Sessions Judge, Sonitpur, in all respect shall be final and binding on all.**

Memo No. DJ (S) 2127-29 Dated, Tezpur, the 22 / 05 / 2024

**Copy to:**

1. The System Officer, Sonitpur District Judiciary, for uploading the above Short Notice Inviting Tenders in the District Judiciary website, immediately.
2. Notice Board
3. Office File.

By Order

*Sule Pratik*

Chief Administrative Officer,  
O/O District and Sessions Judge,  
Sonitpur, Tezpur