



OFFICE OF THE DISTRICT & SESSIONS JUDGE, KARBI ANGLONG.

Memo No. DJKA/.....⁴¹⁰⁵...../2024

Dated: 9/05/2024

NOTICE INVITING TENDER

Sealed Quotations affixing court fee of ₹ 8.25/- only are invited from intending registered agency/firms/authorized dealers for AMC (Annual Maintenance Contract) including repairing and gas refilling of the establishment of District & Sessions Judge, Karbi Anglong. The quotations shall be submitted to this office **on or before 4th June, 2024** as per specification enclosed with this notice.

General Terms & Condition

1. The bidder has to submit both Technical and financial bid. (Annexure – I and Annexure - II)

In the absence of any of the documents or information required, the offer may summarily rejected without making any further reference in this regard.

2. The sealed quotations should be submitted to the office of the District & Sessions Judge, Karbi Anglong during the office hours on working days.
3. The quotation will be opened **on 5th June, 2024** in the office of the undersigned, by the undersigned or by any authorized person, as may be directed, (if any changes on the date of opening the sealed quotations occur due to any unavoidable circumstances, it would be intimated in the official website only).
4. The rate should be submitted with GST. The rates approved, shall be valid for a period of 1 year from the date of issue of "Work Order" by this establishment. Increase and decrease of prices, taxes and other statutory duties will not affect the price during this period.
5. Payments shall be made after satisfactory/ execution of the order in satisfactory condition on bill basis. The decision of the District and Sessions Judge, Karbi Anglong, towards satisfactory performance of work shall be final. Payment of the materials supplied under work order will be paid on receipt of complete consignment and completion of work on production of Invoice in triplicate and Deliver/ Challan duly signed by the firm.

6. The intending firm may inspect the Air Conditioners of the courts as well as the residential complexes before submitting their bids by visiting the office in any working days between 10 AM to 3 PM. For that purpose may contact/meet Sri Gyan Jyoti Hazarika, UD Assistant (Contact No. 86382-12968) of this establishment in office hours.
7. The District & Sessions Judge, Karbi Anglong, reserves the right to accept or reject any or all quotation in part or full without assigning any reason thereof.
8. In case of violation of terms and conditions of the quotation document, Unsatisfactory performance of work or supply of poor quality/sub standard items in nature, the undersigned reserves the right to terminate the contract by giving intimation to the supplier immediately.
9. The decision of the District & Sessions Judge, Karbi Anglong, in all respects shall be final and binding.

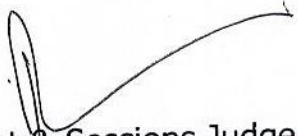
Sd/- R. Lal,
District & Sessions Judge,
Karbi Anglong.

Memo No. DJKA/⁴¹⁰⁶⁻⁰⁷...../2024

Dated: 9-05-2024

Copy to: -

1. ✓ The Systems Officer, Karbi Anglong District Judiciary, for uploading the Notice Inviting Quotation in the District Judiciary website immediately.
2. Notice Board, O/o the District & Sessions Judge, Karbi Anglong.
3. Office File.


District & Sessions Judge,
Karbi Anglong.

ANNEXURE-I

Technical bid

The sealed envelope duly marked as "Tender for AMC and Repairing of ACs" should be submitted with the following documents.

- a) Copy of PAN Card.
- b) Up to date copy of GST Registration Certificate.
- c) Trade License issued by appropriate authority.
- d) Proof of Current Bank Account in the name of firm.

(Full Signature with date)

ANNEXURE-II
Financial Bid

(TO BE FILLED IN BLOCK LETTERS ONLY)
FILLING UP OF ALL THE FIELDS IS MANDATORY"

1. Name :

2. Address:
.....
.....

3. Mobile No. :

4. Email Id :

5. Rate offered for items for which written bid submitted.

List of Requirements				
Sl No.	Item Description	Unit	Rate with GST	Rate without GST
1	AMC	Per AC		

I do hereby declare that I have understood all the Terms and Conditions as mentioned in the concerned NIQ and quoted the price.

(Full Signature with date)