OFFICE OF THE DISTRICT AND SESSIONS JUDGE ::: KARBI ANGLONG ::: DIPHU.

Memo No. DJKA/AC/481/2025. Dated Diphu, the 6th May, 2025.

NOTICE INVITING TENDER

Sealed tenders affixing Court fee stamps of Rs. 8.25/- only (Nonrefundable) are hereby invited from registered local firms for supply of the following items. This is for the Financial Year 2025-26. The tenders must reach this office on or before 10th May, 2025 during working days.

1. Printer Toner:
   - Pro.Dot. Laser Cartridge PLC337- 18 Nos.
   - Pro.Dot. Laser cartridge PLH218- 10 Nos.
   - Pro.Dot. Laser cartridge PLH278- 14 Nos.
   - Pro.Dot. Laser cartridge PLH2612A- 18 Nos.
   - Canon Image Runner cartridge (1643i II)- 06 Nos.
2. Photocopy cartridge : Canon NPG 59 Toner- 05 Nos.
3. A4 paper (JK 75 GSM) : 300 Packets.
4. Bond Paper (100 GSM) : 05 Pkts. (01 packet containing 500 pages)
5. Legal Paper : 03 Cartoons (30 packets)
6. NPG 59 drum unit (Canon IR 2004N): 02 Nos. (compatible)

General Terms & Conditions:

1. The tender shall also have to accompany the following documents,
   a. Copy of PAN Card.
   b. Proof of Valid TIN number.
   c. Copy of AGST/VAT registration certificate.
   d. Up to date copy of AGST/VAT clearance certificate.
   e. Copy Trade License.
2. Rate should be quoted both in words and figure and excluding Taxes/ VAT. Taxes/VAT is to be shown separately against the item in the bills, where applicable, which will be deducted at source.
3. The rate quoted for each item will be final and binding and no hike in price of any item will be considered during the contract period.
4. The supplier will be obligated to supply items on any date, time specified in the procurement indent/ order. Items will be delivered to the Office of the undersigned or any other place within KARBI ANGLONG, DIPHU town upon receipt of indent/ orders from the Office of the undersigned in writing.
5. The undersigned reserves the right to accept or reject any or all tender(s) in part or full and shall not be bound to accept the lowest rate.
6. In case of violation of terms and conditions of the tender document or unsatisfactory supply of items and/or services in terms of quality, promptness and standard, the undersigned reserves the right to terminate the contract by giving intimation to the supplier and forfeit security deposit.

Sd/-
District & Sessions Judge
Karbi Anglong.

Memo No. DJKA/AC/481-482/2025 Dated Diphu, the 06.05.2025

Copy for information and necessary action to:

1. Notice Board.
2. Office file.

District & Sessions Judge
Karbi Anglong

District & Sessions Judge
Karbi Anglong, Diphu, Assam