



GOVERNMENT OF ASSAM

DISTRICT LEGAL SERVICES AUTHORITY

West Karbi Anglong, Judicial Courts & Offices compound,
Sai – Ali, Hamren, Pin : 782486, West Karbi Anglong, Assam
Email- dlsawestka@gmail.com, Contact No-6901281649

জিলা আইন সেৱা প্ৰাধিকাৰী, পশ্চিম কাৰ্বী আংলং, হামৰেন।

NOTICE INVITING QUOTATION

(For Supply of Computer & Peripherals)

Sealed tenders affixing Court Fee stamp of Rs.8.25 only (Non-refundable) from the intending Govt. registered firms / dealers for supply and installation of Computer & Peripherals for the Office of District Legal Services Authority, West Karbi Anglong, Hamren, Assam for the financial year 2024-2025 as per specification annexed with the Notice in separate sheet. The sealed tenders must reach this office on or before 13.03.2025 during working days.

GENERAL TERMS & CONDITIONS:

1. Processing fee of Rs. 50/- (Rupees Fifty) only (Non refundable) in the form of Banker's Cheque/ Bank Draft for each quotation separately in favour of the Secretary DLSA NALSA Fund WKA Hamren, District Legal Services Authority, West Karbi Anglong from any Nationalized/ Scheduled Bank payable at West Karbi Anglong, Hamren shall be enclosed with the tender.
2. The sealed envelope containing quotation shall be marked as "Tender for Supply of COMPUTER & PERIPHERALS" and the following documents must be annexed with the quotation.
 - a. Copy of PAN card.
 - b. Proof of valid TIN number.
 - c. Up to date copy of GST/VAT Registration Certificate.
 - d. Up to date copy of AGST/VAT Clearance certificate.
 - e. Copy of Trade License in Assam.
3. Rate should be quoted with GST and without GST separately. Taxes/VAT is to be shown separately against the items in the bills, where applicable, which will be deducted at source.
4. 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.
5. The supplier will be obliged 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 West Karbi Anglong, Hamren town upon receipt of indent / orders from the office of the undersigned in writing.
6. The undersigned reserves the right to accept or reject any or all tenders(s) in part or full and shall not be bound to accept lowest rate if found any compromise in technical specification mentioned herein.

06/12/25
District and Sessions Judge
Cum
Chairman, District Legal Service Authority
West Karbi Anglong, Hamren



7. In case of violation of terms and conditions of the tender document or unsatisfactory supply of items and/or service in terms of quality, promptness and standard, the undersigned reserves the right to terminate the contract by giving intimation to the supplier.

8. Each page of the documents should be signed by the bidder, with seal, on each page of each document, to establish the Bidder's eligibility to the bid & his qualification to perform the supply material if his bid accepted. In the absence of any of the above documents / information, the offer be summarily rejected without making any further reference in this regards.

9. Payments shall be made after satisfactory execution of the order and supply of material in satisfactory condition on bill basis. 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:

- a) Invoice in triplicate
- b) Delivery Challan duly signed by the consignee.

10. In case of supply of sub-standard material, the undersigned reserved rights to disqualify / terminate the contract by giving intimation to the supplier. Thereafter the next lowest bidder will be considered.

11. The supplier will have to bear all the overheads & expenses, etc. in connection with packing, transportation, etc. in connection with the supply of quoted items to the office of the District & Sessions Judge-cum-Chairman, West Karbi Anglong.

12. Except qualified bidder, no further notification will be circulated.

Enclosed: List of Items.

sd/-
District & Sessions Judge -cum-Chairman,
DLSA, West Karbi Anglong, Hamren.

Memo No.: DLSA/WKA/2025/

Dated Hamren, the 6th March, 2025.

Copy to:

1. The System Assistant, District Judiciary, West Karbi Anglong. She is directed to upload the copy of NIQ in the official website.
2. Notice board of District Judiciary.
3. Office File.

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District & Sessions Judge-cum-Chairman,
DLSA, West Karbi Anglong, Hamren.

District and Sessions Judge
Cum

Chairman, District Legal Service Authority Page 2 of 3
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ANNEXURE .A,

**APPLICATION FORM
(TO BE FILLED IN BLOCK LETTERS ONLY)
FILLING UP OF ALL FIELDS IS MANDATORY**

1. Name :
2. Address:.....
3. Mobile No:.....
4. Email Id:
5. Rate offered for items for which written bid submitted.

Sl. No.	Description of Item	Quantity	Rate quoted without Tax	Rate quoted with Tax
1	Power Extension Board (5mtrs: 3mtrs: 1mtr)	2:2:1 Nos.		
2	Cat 6 Ethernet Cable	100 Mtrs.		
3	G I Wire	40 Mtrs.		
4	External SSD (512 GB)	1 No.		
5	8 Port Switch	1 No.		
6	RJ45 Connector	20 Pcs.		
7	Branded Computer : Intel Core i5 (12 th Gen), Preloaded Windows operating system with disk, 8 GB RAM, SSD: 512 gb, Inbuilt Speaker, Wi-Fi, USB and Bluetooth, 22-24" LED IPS FHD Monitor, High Resolution Front Web Camera, Wired Mouse & Keyboard. Microsoft Office (one time license) with 03 (three) years onsite comprehensive warranty on all component.	1 No.		
8	UPS (800 VA) with onsite warranty	2 Pcs.		
9	Canon Pixma Megatank G3000 Printer with onsite comprehensive warranty	1 No.		
10	Canon Image Class MF 244DW with onsite comprehensive warranty	1 No.		

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

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(Full Signature with date)