

OFFICE OF THE DISTRICT & SESSIONS JUDGE : : : NALBARI

Dated: 02th April, 2024

NOTICE INVITING QUOTATION

Sealed Quotations are invited from Government registered Suppliers / Firms / Shop affixing court fee of ₹ 8.25/-(non-refundable) for supply of **Computer related articles** to the Office of the undersigned for the financial year 2024-2025.

The quotations should have to reach the Office of the undersigned on or before **25th April/2024**.

For details, please visit <http://nalbarijudiciary.gov.in>.

1	Canon Printer Cartridge 337 & Compitable	Per unit.
2	HP Printer Cartridge 12A & Compitable	Per unit.
3	HP Printer Cartridge 88A & Compitable	Per unit.
4	Canon Xerox Machine Toner NPG 59	Per unit.
5	Canon Printer Cartridge 326 & Compitable	Per unit.
6	Canon Printer Cartridge 328 & Compitable	Per unit.
7	Pen drive 16GB & 32GB (SanDisk/Kingston)	Per unit.
8	Canon T06 Toner Cartidge & Compitable	Per unit.
9	Key Board (reputed brands e.g. HP/ Logitech etc)	Per unit.
10	HP Printer Cartridge 110A & Compitable	Per unit.
11	HP Neverstop Laser (Imaging Drum) Cartridge 104A (W1104A) & Compitable	Per unit.
12	Mouse (reputed brands e.g. HP/ Logitech etc)	Per unit.

Terms and Conditions are as follows:

1. Only Government Registered Suppliers/Firms/Shops are eligible to submit the quotation.
2. Quotation must accompany with the latest Sales Tax Certificate, Income Tax Clearance Certificate, Trade License, PAN Card, GST Certificate/Clearing Certificate, Experience Certificate (if any) etc.
3. The rate of the articles should be quoted against the items and price quoted should be inclusive of all taxes. However, GST rate is to be shown separately against the items. The price quoted should not exceed the maximum retail price of the articles.

4. Quoted rates shall be valid until the implementation GeM portal, when all the process of GeM is completed, the selected supplier will be discontinued and tender will be reinitiated through GeM portal.
5. Duplicate/Sub-standard items will not be accepted anyway.
6. Sample of articles to be supplied shall have to be furnished along with the Quotation.
7. The undersigned has reserved the right of rejecting the quotation without assigning any reason thereof and the undersigned is not bound to accept the lowest rate of any quotation if it arises in course of tendering. The decision of the undersigned will be the final.
8. Quotations submitted after the stipulated time will summarily be rejected.
9. After selection, selected parties have to submit Bills quarterly for payment. Late submission of Bills will result in payment of bills in the next financial year.
10. **GST** TDS will be deducted at source.

District & Sessions Judge,
Nalbari

Memo. No. DJNB/-2378-80

Dated Nalbari the 02th April, 2024

Copy forwarded for information and necessary action to:-

1. The Systems Officer of this office. He is directed to upload this quotation in the official website.
2. The Notice Board of this office
3. The Concerning file.

District & Sessions Judge,
Nalbari