OFFICE OF THE DISTRICT & SESSIONS JUDGE : : : NALBARI

Dated: 6th May, 2025

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 **26th May/2025.**

For details, please visit **https://nalbari.dcourts.gov.in**

1	Canon Printer Cartridge 337 original & Compatible	Per unit.
2	HP Printer Cartridge 12A original & Compatible	Per unit.
3	HP Printer Cartridge 88A original & Compatible	Per unit.
4	Canon Xerox Machine Toner NPG 59 original	Per unit.
5	Canon Printer Cartridge 326 original & Compatible	Per unit.
6	Canon Printer Cartridge 328 original & Compatible	Per unit.
7	Canon T13 Toner Cartridge original	Per unit.
8	Pen drive 64GB & 32GB (SanDisk/Kingston)	Per unit.
9	Canon T06 Toner original	Per unit.
10	Key Board (reputed brands e.g. HP/ Logitech etc.)	Per unit.
11	HP Printer Cartridge 110A original & compatible	Per unit.
12	HP Neverstop Laser (Imaging Drum) Cartridge 104A (W1104A) original & compatible	Per unit.
13	Mouse (reputed brands e.g. HP/ Logitech etc.)	Per unit.
14	HDMI Connector(coupler)	Per unit.
15	HDMI Splitter 4x1	Per unit.
16	HDMI 2x1	Per unit.
17	8 Port Giga Network Switch(TPlink/D-Link)	Per unit.
18	Dual band Wireless router(TPlink/D-Link)	Per unit.
19	HDMI Cable 10 Meter Length	Per unit.
20	HDMI Cable 5 Meter Length	Per unit.
21	HDMI to VGA Converter	Per unit.
22	16 Port Giga network Switch (TPlink/D-Link)	Per unit.
23	RJ 45 Connector (50 Pc) (TPlink/D-Link)	Per unit.
24	Cat 6 LAN Cable 90meter (TPlink/D-Link)	Per unit.
26	CMOS battery	Per unit.
27	USB Hub	Per unit.
28	HDMI Cable 20 Meter	Per unit.
29	600 VA UPS	Per Unit

Terms and Conditions are as follows:

1. Only Government Registered Suppliers/Firms/Shops are eligible to submit the quotation.
2. Sealed envelope duly marked as "**Tender for Computer related articles**" and quotations should contain the following documents:
   (a) Copy of PAN Card

(b) Copy of GST registration certificate
(c) Copy of GST clearance
(d) Copy of trade license
(e) Copy of Experience certificate if any

3. Each page of the 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.
4. The sealed quotation should be addressed to the **District & Sessions Judge, Nalbari –cum- Chairperson, Purchase Committee** during office hours on working days.
5. 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.
6. Increase of taxes and other statutory duties will not affect the price during this period. The supplier will be responsible for any increase of taxes and duties.
7. Quoted rates shall be valid until the implementation of GeM portal. The selected supplier will be discontinued and tender will be reinitiated through GeM portal as and when the process of GeM is completed.
8. Supply should be carried out immediately on receipt of the work order.
9. Duplicate/Sub-standard items will not be accepted anyway.
10. The payment shall be made quarterly on completion of supply and installation of articles and acceptance with full satisfaction and on production of the following:
    (a) Bill in triplicate
    (b) Bank Account details
    (c) Copy of the order.
11. GST**/**TDS will be deducted at source.
12. In the event of breach of any terms and conditions or delay or default, the purchase order will be terminated.
13. Conditional tenders are liable to be rejected.
14. Quotations submitted after the stipulated time will summarily be rejected.
15. In case the successful bidder supplies sub-standard materials, its tender shall be cancelled. Thereafter, next successive bidder may be considered.
16. The Committee has reserved the right of rejecting the quotation without assigning any reason thereof and the Committee is not bound to accept the lowest rate of any quotation if it arises in course of tendering. The decision of the Committee will be the final binding on all.

District & Sessions Judge, Nalbari
-cum-Chairperson,
Purchase Committee

Memo. No. DJNB/- 2447-49 Dated Nalbari the 6th May, 2025

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
-cum-Chairperson,
Purchase Committee