OFFICE OF THE DISTRICT AND SESSIONS JUDGE :: UDALGURI

NOTICE INVITING TENDER

Dated: Udalguri, the 30th June, 2025

Sealed tenders are invited affixing a court fee stamp of Rs. 8.25/- (non-refundable) from Govt. registered Firms / Shops for the Servicing / Repair of 30 Air Conditioners installed in the office premises and quarters of Judicial Officers. The tender must reach the undersigned on or before **14th July, 2025** during office hours.

Sl. No.	Name of the Work	Make/Model	Qty.
1	Servicing / Repair of Air Conditioners (various capacity)	Miscellaneous	30 Nos.

Terms and Conditions:

- The sealed envelope should be clearly marked as "Tender for Air Conditioners Servicing / Repair" and must contain:

Copy of PAN Card

Copy of GST Registration Certificate

Copy of GST Clearance

Copy of Trade License

Copy of Experience Certificate, if any

- Each page of submitted documents must be signed with the official seal to establish eligibility and qualification.

- The sealed quotation should be addressed to The District and Sessions Judge, Udalguri and submitted to the office during working days within office hours.

- The firm should clearly mention the Make/Model and detailed specifications of the Air Conditioners being serviced/repaired.

- The servicing and repair work should commence immediately upon receipt of the work order.

- Payment will be made after satisfactory completion of the work on a credit basis, against submission of:
  - Bill in triplicate
  - Bank Account Details
  - Completion Certificate duly signed by the consignee

- Prices quoted should be inclusive of GST and will remain valid during the servicing period. Any increase in taxes or duties will not affect the agreed price.

- In case of breach of terms, delay, or unsatisfactory service, the work order may be terminated.
- Conditional tenders or tenders received after the stipulated time will be rejected.
- Interested bidders are encouraged to visit the site and inspect the Air Conditioners before tendering.
- Sub-standard servicing or repairs will lead to cancellation of the tender, and the next eligible bidder may be considered.
- The undersigned reserves the right to accept or reject any tender without assigning any reason and is not obligated to accept the lowest quotation.
- The decision of the undersigned is final and binding on all concerned parties.

Sd/-

District and Sessions Judge,
Udalguri

Memo. No. 3975-75 **Dated:** Udalguri, the 30th June, 2025

Copy forwarded for information and necessary action to:

1. The Systems Officer to upload this tender notification on the official website of Udalguri District Judiciary.
2. The Notice Board of the office of the District & Sessions Judge, Udalguri.
3. The Concerning file.

District and Sessions Judge,
Udalguri
District & Sessions Judge
Udalguri : Assam

Office of the District & Sessions Judge, Udalguri : Assam