OFFICE OF THE DISTRICT LEGAL SERVICES AUTHORITY: UDALGURI
UDALGURI, BTR, ASSAM.

NOTICE INVITING QUOTATIONS

Dated the 23rd day of December, 2025

Sealed quotation fixing Court fee stamp worth Rs 8.25 (eight rupees & twenty-five paisa) only from the intending govt. registered firms of Udalguri District must submit their quotations in sealed envelope to the office of the **DISTRICT LEGAL SERVICES AUTHORITY, UDALGURI** addressed to **THE DISTRICT & SESSIONS JUDGE-CUM-CHAIRMAN, DISTRICT LEGAL SERVICES AUTHORITY, UDALGURI** on or before **7th January, 2026** during the working hours.

Sl. No.	Items	Unit
1	Computer All-in-one (DELL) Dell Inspiron 5430 14th gen 13-100U 8 GB 512GB SSD Intel® Graphics 23.8" FHD AG Infinity Narrow Border Non-Touch Windows 11+ Office H&S 2021 Keyboard & Mouse.	02
2	Desktop Computer Set with UPS (HP/Acer) i3 processor 8 GB 512 SSD.	01
3	Xerox Machine.	01
4	UPS Machine (1 Kva)	01
5	Printer (Cannon/HP)	01

GENERAL TERMS AND CONDITIONS

1. The sealed envelope containing quotation shall be super-scribed as "QUOTATION FOR SUPPLY OF COMPUTER PERIPHERALS FOR THE OFFICE OF DISTRICT LEGAL SERVICES AUTHORITY, UDALGURI" along with the following documents must be annexed with the quotation:

I. Bank details of the firm.

II. Trade License.

III. PAN card in the name of the firm.

IV. GST registration Certificate.

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2. 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. In the absence of any of the above documents/information the offer may be summarily rejected without making any further reference in this regard.

3. The supplier will be responsible for any increase in Prices, Taxes and Duties. Any increase in taxes and other statutory duties/levies after the approval of Rates shall be to the supplier's account.

4. Payments shall be made after satisfactory execution of the order and supply of material in satisfactory condition on bill basis. The decision of the Purchase Committee, towards satisfaction of quality of material shall be final. 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 the Invoice in triplicate.

5. The Authority has right to accept or reject any or all the Quotations in part or full, without assigning any reason whatsoever.

6. The Purchase Committee reserves the right, to award the work to one or more bidders.

7. The sealed quotations should reach the office of the District and Legal Services Authority, Udalguri on or before **7th January, 2026 up to 05:00PM** and no quotation will be received thereafter.

8. The decision of this authority, in all respect shall be final and binding on all.

District & Sessions Judge-cum-
Chairman, DLSA, Udalguri

District & Sessions Judge-cum-
Chairman, District Legal
Services Authority, Udalguri

Memo No. DLSA(U).....3086-88.....Dated:.....23-12-25.....

Copy for information :

1. System Assistant, District & Sessions Judge, Udalguri for uploading the quotation in website.
2. Notice Board.
3. Office File.

District & Sessions Judge-cum-
Chairman, DLSA, Udalguri

District & Sessions Judge-cum-
Chairman, District Legal
Services Authority, Udalguri

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