

**CIVIL COURTS, SERAIKELLA-KHARSAWAN**  
**REQUEST FOR QUOTATION**

Advt. No.....10...../2024

Dated : ..26-11-2024

In exercise of the resolution of the meeting dated-25/11/2024 of Purchase Committee, Civil Court, Seraikella, quotations are invited from interested suppliers in the designation of the undersigned for the following mentioned items:-

**Name of the Item :**

1. Fax Machine - 01 Pc.

**Terms & Conditions**

- (a) Whether your quotes are inclusive or exclusive of GST sales taxes/VAT; if not otherwise stated, we will assume, your quotes are inclusive of all taxes, delivery and installation charges.
- (b) Delivery time from receipt of our purchase order to receipt of your shipment.
- (c) If delivery costs are not included in your quote, please state this clearly, otherwise we will assume they are included; if delivery is included, please state the price of goods if we pick up.
- (d) Your terms of payment.
- (e) All price quotations must be firm and state when they expire.
- (f) Award of supply order shall be made to the lowest quotation, which complies with the description of the items.
- (g) Any interlineations, erasures, or overwriting shall not be valid.
- (h) Manual submission of quotation and eligibility documents will be accepted in **Nazarat, Civil Court, Seraikella** addressing within **15 days** for filling quotation.
- (i) The decision of the purchasing committee subjected to the approval of Ld. Pr. District & Sessions Judge, Seraikella-Kharsawan, will be binding in case of residuary matters.

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Judge-in-Charge,  
Civil Court, Seraikella.

**Memo No.** 391 + 392 /2024 **Dated-**.....26-11-2024

**Copy to**

1. Nazir, Civil Court, Seraikella to get it displayed in Notice Board of Civil Court, Seraikella and GEM Portal.
2. System Assistant to upload it in the official website of Civil Court, Seraikella.

Judge-in-Charge,  
Civil Court, Seraikella.

**CIVIL COURTS, SERAIKELLA-KHARSAWAN**  
**REQUEST FOR QUOTATION**

Advt. No.....09...../2024

Dated : ...26-11-2024.....

In exercise of the resolution of the meeting dated-25/11/2024 of Purchase Committee, Civil Court, Seraikella, quotations are invited from interested suppliers in the designation of the undersigned for the following mentioned items:-

**Name of the Item :**

**1. Office Steel Almirah - 14 Pcs.**

**Terms & Conditions**

- (a) Whether your quotes are inclusive or exclusive of GST sales taxes/VAT; if not otherwise stated, we will assume, your quotes are inclusive of all taxes, delivery and installation charges.
- (b) Delivery time from receipt of our purchase order to receipt of your shipment.
- (c) If delivery costs are not included in your quote, please state this clearly, otherwise we will assume they are included; if delivery is included, please state the price of goods if we pick up.
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*Sd/-*  
Judge-in-Charge,  
Civil Court, Seraikella.

**Memo No.** 389 + 390 /2024 **Dated-**.....26-11-2024.....

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*Sd/-*  
Judge-in-Charge,  
Civil Court, Seraikella.