

CIVIL COURTS, SERAIKELLA-KHARSAWAN

REQUEST FOR QUOTATION

Advt. No.....02...../2026

Dated : 25-8-26

In exercise of the resolution of the meeting dated 24/08/2026 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 :

One 2-Ton Air Conditioner for the Chamber of Principal Judge, Family Court, Seraikella

Terms & Conditions :

- (a) Whether your quotes are inclusive or exclusive of sales taxes/VAT; if not otherwise stated, we will assume, your quotes are inclusive of sales taxes.
- (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 be valid only if they are signed or initialed by the supplier or his/her authorized representative.
- (h) Manual submission of quotation and eligibility documents will be accepted in Nazarat, Civil Court, Seraikella addressing on or before **01/09/2026**, as it is matter of urgency and considering the closer of financial year hence paucity of time given 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.

25/8/26
Judge-in-Charge,
Civil Court, Seraikella.