



OFFICE OF THE  
DISTRICT LEGAL SERVICES AUTHORITY ::::::::::: BONGAIGAON  
জিলা আইন সেৱা প্ৰাধিকৰণৰ কাৰ্য্যালয় ::::::::::: বঙাইগাঁও  
1<sup>st</sup> Floor, District Judicial Court Building, Deuripara, Bongaigaon  
E-mail: dlsabongaigaon@gmail.com



**NOTICE INVITING QUOTATION**

Dated 20<sup>th</sup> February, 2025

Sealed quotations are hereby invited from the intending registered Firms for probable supply of the following items for the office of the District Legal Services Authority and Legal Aid Defense Counsel System, District Judicial Court Building, Bongaigaon under the Establishment of the District Legal Services Authority, Bongaigaon during the financial year 2024-25.

**A. Particulars of items: Computer/Peripherals/Printer/Fan**

Sl. No.	Items	Configuration/Brand etc.	Quantity	Rates per quantity
1	Desktop Computer	Dell All-in-One PC/13 <sup>th</sup> Gen/Corei5/8GB Ram/ 512GB SSD/ Win-11 Office/ Display 24.8" / Keyboard /Mouse	5 nos.	Rs. _____
2	Printer	Canon MF249DW All-in-One (Print, Copy, Scan) Laser Printer with Duplex, etc.	2 nos.	Rs. _____
3	Printer	HP Laserjet P1108 Printer	1 no.	Rs. _____
4	Photostat/Xerox Machine with Trolley	Konika Minolta 205i Xerox Machine/Duplex and ADF capability/ Page size supported - A5,A6,A4,A3/LGL, Custom Sizes Upto 150 GSM/Print resolution - 600 X 600 DPI	1 no.	Rs. _____
5	UPS	Logitech/ Zebronics 600 VA	9 nos.	Rs. _____
6	Keyboard	Logitech MK120 Wired USB Keyboard, Full-Size Keyboard, Compatible for PC, Laptop	4 nos.	Rs. _____
7	Mouse	Logitech Optical Wired Mouse, USB Plug-and-Play, Compatible for PC, Laptop	4 nos.	Rs. _____
8	Ext. Hard Disk	External 1TB Wired Hard Disk Drive (HDD)	1 no.	Rs. _____
9	Ext. Hard Disk	External 2TB Wired Hard Disk Drive (HDD)	1 no.	Rs. _____
10	Speaker	Logitech Speaker set, Compatible for PC, Laptop	2 nos.	Rs. _____
11	Pendrive	SanDisk/HP 32 GB, Compatible for PC, Laptop	16 nos.	Rs. _____
12	Ethernet Cable	CAT6 UTP Patch Cord (5 meters)	4 nos.	Rs. _____
13	Wall Fan	Bajaj/Orient wall fan (white)	2 nos.	Rs. _____

**B. Particulars of items: Furniture/Office Equipment**

Sl. No.	Items	Configuration/Brand etc.	Quantity	Rates per quantity
1	Steel Almirah	Godrej Steel Almirah 4 shelves	1 no.	Rs. _____
2	Steel Almirah	Godrej Steel Almirah 4 shelves with Mirror	1 no.	Rs. _____
3	Table	Godrej Table T-8 (1199 x 590 x 735)	4 nos.	Rs. _____
4	Table	Godrej Table T-32 (900 x 590 x 750)	3 nos.	Rs. _____
5	Office Chair	Godrej Chair CH-7B with Armrest	8 nos.	Rs. _____
6	Office Chair	Godrej Shine Loop Chair	4 nos.	Rs. _____
7	Steel Rack	Godrej Steel Rack 6 Feet 6 Shelf	2 nos.	Rs. _____
8	Stool	Godrej Stool	4 nos.	Rs. _____

**GENERAL TERMS & CONDITIONS:**

1. The sealed envelope containing quotation shall be marked as "Quotation for Computer/ Peripherals/ Printer/ Fan or Furniture/ Office Equipment ".
2. Quotation in sealed covers, showing the rate against each item including all taxes along with photocopy of GST Registration Certificate, PAN card, etc signed and sealed by authorized signatory, should reach the office of the undersigned on or before 27<sup>th</sup> February, 2025 up to 3.00 PM during office hours by hand or post. No quotation shall be received for any reason after 3.00 PM of 27<sup>th</sup> February, 2025.
3. In absence of the above document/information, the offer may be summarily rejected without making any further reference in this regard.
4. Rate quoted for the items will be final and no further hike in price of the items will be entertained.
5. The Payment shall be made after satisfactory execution of the order and supply of material in satisfactory condition on bill basis.
6. The Hon'ble Chairman, District Legal Services Authority, Bongaigaon reserves the right not to accept or reject any or all quotation in part or full and shall not be bound to accept the lowest price/bid.
7. The decision of the Hon'ble Chairman, District Legal Services Authority, Bongaigaon in all respect be final and binding.

**Sd/-**  
(N. K. Laskar, AJS)  
Secretary  
District Legal Services Authority  
Bongaigaon

Memo No. DLSA/BGN 28/2017-25/ 1906

Dated: 20<sup>th</sup> February, 2025

Copy to:-

1. The Systems Officer, O/o the District & Sessions Judge, Bongaigaon, for uploading the Notice in the official website immediately.
2. Notice Board, O/o the District & Sessions Judge, Bongaigaon.
3. Notice Board, O/o the Chief Judicial Magistrate, Bongaigaon.
4. Office file.

  
(N. K. Laskar, AJS)  
Secretary  
District Legal Services Authority  
Bongaigaon

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Secretary  
District Legal Services Authority  
Bongaigaon

