



OFFICE OF THE DISTRICT LEGAL SERVICES AUTHORITY ::::::::::: CHIRANG,KAJALGAON

**SHORT NOTICE INVITING QUOTATION**

Sealed Quotations are invited affixing Court Fee stamp of Rs. 8.25 (Non refundable) from the intending registered dealers / Govt. order suppliers for supply of following items for the office of the Legal Aid Defense Counsel, Chirang under the establishment of the District Legal Services Authority, Chirang as per specification given below *within 7 (Seven) days from the date of publication of this quotation.*

Sl. No.	Product Name	Qty	Unit Rate (Inclusive all taxes)
1	Sofa (3+1+1) Leatherette	<b>1 Nos</b>	
2	Centre Table	<b>1 Nos</b>	
3	L Shaped Desk with ERU, PDL	<b>1 Nos</b>	
4	Table with 3 drawers on One Side	<b>2 Nos</b>	
5	Steel Almirah	<b>3 Nos</b>	
6	Air Conditioner (1.5 Ton)	<b>2 Nos</b>	
7	Ceiling Fan	<b>2 Nos</b>	
8	Cabinet	<b>1 Nos</b>	
9	Wall fan	<b>3 Nos</b>	
10	Normal Visitor Chair	<b>10 Nos</b>	

**GENERAL TERMS & CONDITIONS:**

1. The sealed envelope containing quotation shall be marked as "**Quotation for supply of Furnitures and Electronic Items**" and the following documents must be annexed with the quotation.

- Copy of PAN Card
- Copy of GST Registration certificate
- Copy of Trade Licence
- Dealer should enclose the copy of dealer certificate.

Each page of the documents should be signed by the bidder with seal to establish the Bidders eligibility and its quotation to perform the supply of materials if its bid is accepted. In

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Secretary  
District Legal Services Authority  
Chirang, Kajalgaon

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

The sealed quotation should be submitted to the office of the District Legal Services Authority, Chirang, during working days.

2. The rates approved by the Committee constituted for the selection of bidder, shall be valid for the said item. Increase and decrease of the prices, Taxes and other statutory duties will not affect the price during this period of supply. 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.

3. Payments shall be made after satisfactory execution of the order and supply of material in satisfactory condition on bill basis. The decision of the undersigned, 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 followings:

Invoice in triplicate,

Delivery challan duly signed by the consignee.

4. The undersigned reserves the right to accept or reject any or all the tenders in part or full, without assigning any reason whatsoever.

5. The undersigned is not bound to accept the lowest tender.

6. The undersigned reserves the right, to award the work to one or more bidders. No communication shall be made in this regard except the selected firm/tenderer/bidder.

7. The undersigned reserves the right to terminate the purchase order at any time by giving intimation in writing without assigning any reason.

8. In case of violation of terms and conditions of the tender documents or unsatisfactory supply of material or poor quality and below standard, the undersigned reserves the right to terminate the supply order by giving intimation to the supplier/contractor.

The sealed quotations should reach the undersigned on or before **13<sup>th</sup> February, 2025** and no quotation/tender will be received thereafter. The tenders shall be opened in the office chamber of the Secretary, DLSA, Chirang on **15<sup>th</sup> February, 2025**.

9. The decision of the undersigned in all respect shall be final and binding on all.

The quotation should include GST and carrying charges.

(Dhanjeeta Das)  
Secretary,  
District Legal Services Authority  
Chirang, Kajalgaon

Memo No. DLSA/CHR/60/2023/116-120

Dated Kajalgaon the 06<sup>th</sup> February, 2025

Copy To:-

1. The District Information & Public Relation Officer, Chirang, Kajalgaon. He/She is requested to take steps for wide publication in 2(Two) daily English and Assamese local Newspaper.
2. The Court Manager, Chirang Judiciary, Chirang, Kajalgaon.
3. The Notice Board of this office.
4. The System Assistant, Chirang District Judiciary for uploading the quotation in the Chirang Judiciary website.
5. The Office File.

(Dhanjeeta Das)  
Secretary,

District Legal Services Authority  
Chirang, Kajalgaon

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