

জিলা ও সত্ৰ ন্যায়াধীশৰ কাৰ্যালয়, যোৰহাট
OFFICE OF THE DISTRICT & SESSIONS JUDGE, JORHAT

NOTICE INVITING QUOTATION

Sealed Quotations affixing non-refundable court fee stamp of Rs. 8.25/- only are invited from intending registered agency/firm/organization for AC Gas Refilling and Servicing for the establishment of District & Sessions Judge, Jorhat for the year 2024-2025. The quotations shall be submitted to this office **on or before 18/03/2024** as per specification enclosed with this notice.

Terms & Conditions

1. The sealed envelope duly marked as "Tender for AC Gas Refilling and Servicing" and the following documents must be annexed with the quotation.
 - a) Copy of PAN Card.
 - b) Up to date copy of G.S.T Registration certificate.
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 sealed quotation should be submitted to the office of the District & Sessions Judge, Jorhat, during office hours on working days.
4. The Parties also have to submit firm's Bank account number.
5. The quotation will be opened **on 19/03/2024** in the office chamber of the undersigned, by the undersigned or any authorized person, as may be directed. (if any changes on the date of opening the sealed quotations occur owing to any unavoidable circumstances, it would be intimated in the **official website only**)
6. Rate quoted for the items will be final and no further hike in price of the items will be entertained.
7. The rates approved, shall be valid for a period of one year from the date of issue of Notice by this establishment. Increase and decrease of Prices, Taxes and other statutory duties will not affect the price during this period. 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.
8. Payments shall be made after satisfactory execution of the order in satisfactory condition on bill basis. The decision of the District and Sessions Judge, Jorhat, towards satisfactory performance of work shall be final. Payment of the materials supplied under work order will be paid on receipt of complete consignment and completion of work on production of Invoice in triplicate and Delivery Challan duly signed by the consignee.
9. The District & Sessions Judge, Jorhat reserves the right to accept or reject any or all quotation in part or full without assigning any reason thereof. Further, he shall not be bound to accept the lowest bid.

10. In case of violation of terms and conditions of the quotation document or unsatisfactory performance of work or supply of items of poor quality/sub-standard in nature, District & Sessions Judge, Jorhat reserves the right to terminate the contract by giving intimation to supplier immediately.
11. The decision of the District & Sessions Judge, Jorhat in all respects shall be final and binding.

Sd/- P. Das,
**District & Sessions Judge,
Jorhat.**

Memo No. JJA./ 1977-79 /2024

Dated 26/2/24

Copy to : -

1. The Systems Officer, Jorhat District Judiciary, for uploading the Notice Inviting Quotation in the District Judiciary website immediately.
2. Notice Board, O/o the District & Sessions Judge, Jorhat.
3. Office File.


**Chief Administrative Officer,
O/o District & Sessions Judge,
Jorhat.**

ANNEXURE 'A'
APPLICATION FORM
(TO BE FILLED IN BLOCK LETTERS ONLY)
"FILLING UP OF ALL THE FIELDS IS MANDATORY"

1. Name :
2. Address:.....

3. Mobile No. :
4. Email Id :
5. Rate offered for items for which written bid submitted.

List of Requirements				
Sl. No.	Item Description	Unit	Rate with GST	Rate without GST
1	AC Gas Refilling	Per AC		
2	Servicing	Per AC		

I do hereby declare that I have understood all the Terms and Conditions as mentioned in the concerned NIQ and quoted the price.

.....
(Full Signature with date)