



## DISTRICT LEGAL SERVICES AUTHORITY :: SIVASAGAR

BARPUKHURI PAR, NEAR DISTRICT AND SESSIONS JUDGE'S BUNGLOW

SIVASAGAR-785640

E-Mail: dlsasibsagar@gmail.com

### NOTICE INVITING QUOTATIONS

Sealed Quotation affixing a non-refundable Court Fee Stamp of Rs. 8.25 (Rupees Eight and Twenty Five Paise only) are invited from the intending Dealers/Suppliers/Firms of the State of Assam for supply of the following Computer and Peripherals in the Office of District Legal Services Authority, Sivasagar for the financial year 2024-25.

Sl. No.	Computer and Peripherals	Qty	Unit Cost	GST	Total Rate (Including GST)
1	Desktop Computer Set (13th Generation Intel® Core i3-Processor, 8 GB Ram, 512 GB SSD, 23.8" FHD display, USB Mouse and Keyboard, UPS with windows 11 MS office and antivirus installation) (Dell/Lenovo/HP)	2 No.			
2	Printer cum Scanner Auto duplex Colour Printer cum scanner (Brother Brand)	1 No.			
3	Printer cum Scanner Auto duplex laser printer cum scanner (Brother Brand)	1 No.			
4	UPS 600 VA (Reputed Quality)	3 Nos.			
5	Hard Disk Drive (External) 2TB	2 No.			
6	Printer Cartridge (071 Ieser Cannon original)	3 Nos.			
7	Printer Ink ( Brothers BT 6000BK and BT5000 (B,C,Y)	3 Sets			
8	USB hub (4 USB Port)	3 Nos.			
9	Extension Power Board (4 Point)	3 Nos.			
10	Windows 11 activation product key (life time)	3 Nos.			
11	Pen Drive 32 Gb (SanDisk/HP)	3 Nos.			
12	Key Board	2 Nos.			
13	Mouse	3 Nos.			



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### General terms and conditions:

1. The sealed envelope duly marked as "Quotation for Computers and Peripherals" should be addressed to 'The Chairman, District Legal Services Authority, Sivasagar', and the quotation should contain the following documents:

- Copy of Trade License.
- Copy of Pan Card.
- Copy of GST Registration Certificate.

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

- The quotation shall clearly mention the rate, including GST, failing which the quotation will be rejected.
- Rate quoted for each item will be final and valid for the current financial year. No further hike in the price of any item will be entertained.
- Supply should be carried out within 7 (Seven) days on receipt of the supply order from the undersigned.
- Payment shall be made after satisfactory execution of the work, on production of Bill in triplicate, Bank Account Details and Delivery Challan duly signed by the consignee.
- Quotation should clearly mention separately the price of the different brand of articles.
- Quotations should reach to the office of undersigned on or before 24<sup>th</sup> Feb, 2025 during office hours. The office shall not be responsible for any postal delay under any circumstances.
- The undersigned reserved the right of accepting/ rejecting the quotation in part or full, without assigning any reason whatsoever.
- The actual quantity may vary from the quantity mentioned in the quotation as per requirement.
- The undersigned is not bound to accept the lowest bidder.
- The supplier will also have to bear all overhead expenses such as transportation, etc. in connection with the supply to the office.



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12. The decision of the undersigned will be final and binding upon all.

-sd-

Chairman,  
District Legal Services Authority,  
Sivasagar

Memo No. DLSA/SVR/2025/ 325-328 Dated Sivasagar the 17<sup>th</sup> February, 2025

Copy to:

1. The System Officer, District Judiciary, Sivasagar with a direction to upload the quotation on the official website of District Judiciary, Sivasagar.
2. Notice Board, O/o the District Judiciary, Sivasagar.
3. Notice Board, District Legal Services Authority, Sivasagar.
4. Office file.

Chairman,  
District and Sessions Judge Court  
District Legal Services Authority,  
Sivasagar

17-2-25