

জিলা ও সত্ৰ ন্যায়াধীশৰ কাৰ্যালয়, শিৱসাগৰ
OFFICE OF THE DISTRICT AND SESSIONS JUDGE::SIVASAGAR

NOTICE INVITING QUOTATION

Dated Sivasagar the 6th September, 2025

The office of the District and Sessions Judge, Sivasagar invites sealed bid/quotations from the intending parties/firms/individuals etc. for auction of old/obsolete/ used items on **“As is where is basis”** as per list of items attached.

Details of the Quotation :

A.	Place of receiving the quotation/Address for communication	O/o the District & Sessions Judge, Sivasagar, Assam. PIN- 785640.
B.	Contact Person	Sri Pradyumna Borthakur, Accounts Assistant, Mobile No. 9101227285 Sri Prasanta Borthakur, Estt. Assistant Mob. No. 8638175759 Sri Jitul Borah, Systems Officer, Mob. No. 7002912125
C.	Inspection of Items	The disposal of items shall be on “As is where is basis” and no guarantee of certificate of its worthiness of quality will be given by this department. The condition of the items can be inspected physically between 11:00 A.M. to 4:00 P.M. on any working day till 12-09-2025
D.	Last date and time of receipt of Quotation	Till 4:00 P.M. of 20-09-2025 . This department shall not be responsible for any postal delay.

1. General Terms and Conditions :

- i. Sealed bids/quotations affixing CFS of Rs. 8.25/- (Eight rupees and twenty five paisa only), super scribed in bold letter **“QUOTATION FOR OBSOLETE IT RELATED ARTICLES”** shall be received not later than 4:00 P.M. of **20-09-2025**. Each page of quotation document should be signed by the bidder(s).
- ii. Incomplete and unsigned quotations are liable to be rejected.
- iii. The bidders shall invariably share their telephone, E-mail and mobile nos. to facilitate communication.
- iv. The items shall be sold to the highest price of bidder (H1 bidder).
- v. The successful highest bidder will have to deposit full bidding amount to the Account Assistant of the District and Sessions Judge, Sivasagar on the same day.

- vi. The successful bidder shall have to lift all the goods and articles in one go and will be required to clear the site at their own cost within 72 hours.
- vii. No items, once disposed to the successful bidder, shall be taken back by this department.
- viii. The list of obsolete IT related articles is attached as Annexure -I.
- ix. The undersigned reserves the right to cancel the bid, to reduce the items or to add the items for auction any time and even before or after the auction. The undersigned also reserves the right to reject all or any bidder in whole or part without assigning any reason thereof.
- x. The bidding firm shall alone be responsible for furnishing any false or wrong information and the consequences or loss thereof.
- xi. **Documents to be attached along with Bid:**
 - a. Address proof.
 - b. Copy of PAN Card.
 - c. Copy of Adhar Card



District and Sessions Judge,
Sivasagar *Pratap*

Memo No. DJSV/ICT/2025/5169 - 5176 Dated Sivasagar the 6th September, 2025

Copy to:-

1. The Court Manager, District Judiciary, Sivasagar.
2. The Head Assistant, O/o the District & Sessions Judge, Sivasagar.
3. The Systems Officer, District Judiciary, Sivasagar, with a direction to upload the Notice in the official website of the Sivasagar District Judiciary.
4. The Establishment Assistant, O/o the District and Sessions Judge, Sivasagar.
5. The Accounts Section, O/o the District and Sessions Judge, Sivasagar.
6. Notice Board, O/ o the District and Sessions Judge, Sivasagar.
7. Notice Board, O/ o the District Commissioner, Sivasagar.
8. Notice Board, O/ o the Chief Judicial Magistrate, Sivasagar.
9. Office file.



District and Sessions Judge,
Sivasagar *Pratap*

ANNEXURE-I

List of the obsolete IT related articles:-

SL. No.	Item name	Quantity (Nos.)	
1	Computer Monitor	37	
2	500/600 VA UPS	37	
3	2 KVA UPS	4	
4	Computer CPU	15	
5	All in One Desktop(HP)	1	
6	Display system	2	
7	Laser printer	10	
8	Dot-matrix printer	8	
9	LAN switch	2	
10	Tower Server	1	
11	Scanner	3	
12	Xerox machine	10	
13	FAX machine	3	
14	Digital Generator	2	
15	KIOSK machine	5	
16	KVM switch	1	
17	12V battery	18	
18	Telephone receiver	1	
19	Litho machine	1	
20	Stabilizer	1	
21	Thin client CPU	20	
22	Computer Keyboard	50	
23	Computer Mouse	24	


14/7/2025
District & Sessions Judge,
Sivasagar.
