

# Notice of Inviting Quotation

Office of the Chief Judicial Magistrate  
South 24 Parganas, Alipore  
6, Baker Road, Kolkata-700027  
E-mail I.D. allporecjm2016@gmail.com

Order No. 410

Date: 26-12-2023

In view of the approval of I.d. District Judge, South 24 Parganas, Alipore vide Memo No. 1021-ND dated 22.12.2023, the quotations are hereby invited in sealed envelope from the reputed Dealers / Suppliers / Registered Cooperative Societies for 'full contract' of the running Xerox Machine, set up at the Copying Department of this establishment. Quotation is to be submitted physically to the office of the undersigned by 04:00 P.M. on or before 04.01.2024.

Lowest rate will be accepted.

Last date of submission of tender is on 04.01.2024 at 04:00 P.M.

Sealed quotations shall be opened in the chamber of the undersigned in presence of the bidder(s)/their representative(s) on 05-01-2024 at 05:00 P.M.

Details of Job to be executed is furnished hereunder:

Sl. No.	Particulars	Unit
1	Canon Xerox Machine (Model No. IR-2625)	1

∴ Terms and conditions:

1. Preference shall be given to an agency approved by the Central / State Govt.
2. Payment shall be made on full satisfaction of this authority after delivery and installation of the material necessary, subject to the rates as permissible by Govt. of West Bengal.
3. Quotation must be submitted along with copy of PAN and GST registration.
4. The equipment supplied /replaced/repared/installed shall be compliance to the specification and shall be competence of best quality.
  - Supplier/bidder will be responsible for any damage during transit.
  - The contract shall be deemed /terminated if the quality of the supplied equipment is not at par with the full satisfaction of this authority.
  - Warranty period, if applicable shall be mentioned in the quotations.
  - The contactor shall be responsible to provide warranty repairing for 2 (two) years after replacement/installation.
5. The bidder must have experience of at least 3 years in execution of similar jobs in the Govt. Sector/ any PSU and must have sufficient economic capability to execute the work and also must have successful proven track record to implement the work.
6. The quotation containing the lowest rate including GST shall be accepted.
7. Different taxes such as GST, IT etc. will be deducted at source as per rule of the Govt.
8. Payments will be made depending on the availability of allotment of fund and also to the satisfaction of the concerned Treasury office.
9. The undersigned reserves the absolute right to accept or reject any or every quotation including the lowest one and without any reason what so ever.
10. Transportation and other charges shall be borne by bidder itself.
11. No extra payment shall be made.

### Scope of work

1. For full contract of the running Xerox machine at Copying Department, CJM, South 24 Parganas, Alipore.
2. Recycled/Refilled item will not be accepted.
3. Supply/installation of any necessary equipment's as may be required.

The System Officer of District Judge's Court, South Parganas, Alipore is to upload the 'Notice Inviting Quotation' in the official website of the Judgeship of South 24 Parganas.


*V. S. Saha*  
Chief Judicial Magistrate  
South 24 Parganas, Alipore  
Chief Judicial Magistrate  
South 24 Parganas, Alipore

No. 2484(6)

Date: 26-12-2023

Copy forwarded for information to:

1. The Ld. District Judge, South 24 Parganas, Alipore.
2. The Chairman, Purchase Committee, District Judge's Court, South 24 Parganas.
3. The Registrar, District Judge's Court, South 24 Parganas, Alipore.
4. The Accountant, District Judge's Court, South 24 Parganas, Alipore.
5. The Accountant, Office of the Chief Judicial Magistrate, South 24 Parganas, Alipore.
6. The Head Clerk, Office of the Chief Judicial Magistrate, South 24 Parganas, Alipore.

  
Chief Judicial Magistrate  
South 24 Parganas, Alipore  
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