



OFFICE OF THE
:: DISTRICT LEGAL SERVICES AUTHORITY, LAKHIMPUR ::
AT NORTH LAKHIMPUR

:: জালাআইনসৰোপ্ৰাধিকৰণ, লক্ষীমপুৰ ::

উত্তৰ - লক্ষীমপুৰ

Email- dlsalakhimpur@gmail.com

Phone- (O)- 03752 244470



SHORT NOTICE INVITING QUOTATION

Dated:-14/03/2024

Sealed quotation affixing Court fee stamps of Rs.8.25 (Non refundable) are invited from the intending local Manufactured Firms and Suppliers of printed leaflet of Lakhimpur District, for supply of Leaflet in the O/o. District Legal Services Authority, Lakhimpur, North Lakhimpur, Assam.

Sl. No.	Articles	Quantity
1.	Leaflet as per NALSA Guidelines.	500

General terms and Conditions:

1. The sealed envelope shall be duly marked as " Quotation for Leaflet-15100" and the quotation should contains the following documents-
 - a) Copy of Trade License
 - b) Copy of PAN Card
 - c) Copy of GST Registration certificate,

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

2. The colour, size and content of the leaflet will be provide to the selected supplier at the time of issuing of supply Order.
3. The quotation shall clearly mention the rate, including GST separately, failing which the quotation will be rejected.
4. Rate once quoted shall be final. No separate amount would be payable over and above the quoted rates.
5. Supply should be carried out immediately on receipt of the purchase order from the undersigned.
6. Payments shall be made after satisfactory execution of work, on production of following:
 - a) Bill in triplicate.
 - b) Bank Account details.
 - c) Delivery challan duly signed by the consignee.
7. In the event of breach of any terms and conditions or delay or default, the purchase order will be terminated.
8. Conditional tenders are liable to be rejected.
9. Quotations should reach to the office of undersigned on or before No quotation will be received thereafter.
10. The quotation will be opened on in the establishment of DLSA, Lakhimpur, North Lakhimpur, Assam.



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11. The undersigned reserve the right of accepting/rejecting the quotation without assigning any reason thereof.
12. The undersigned is not bound to accept the lowest bidder.
13. The decision of the undersigned will be final and binding on all.
14. The quotation should be addressed to "The Chairman, District Legal Services Authority, Lakhimpur, North Lakhimpur, Assam".

Saf

Smti Sharmila Bhuyan
Chairman, District Legal Services Authority,
Lakhimpur, North Lakhimpur, Assam.

Memo No. DLSA/L/Budget/02/2017/ 468-470 Dated N. L. the 14/03/2024

Copy to:-

1. ✓ The System Officer, Lakhimpur, District Judiciary with a direction to upload the Quotation on the official website of Lakhimpur District Judiciary, N.L.
2. Notice Board, O/o. the District & Sessions Judge and O/O. the DLSA, Lakhimpur.
3. Office file.

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Chairman
Smti Sharmila Bhuyan
District Legal Services Authority
Chairman, District Legal Services Authority,
Lakhimpur, North Lakhimpur, Assam.

14/03/2024