

**:: OFFICE OF THE DISTRICT & SESSIONS JUDGE::
LAKHIMPUR :: NORTH LAKHIMPUR::**

SHORT NOTICE INVITING QUOTATION

Dated, North Lakhimpur, the 24th April, 2024

Sealed quotations affixing Court fee stamps of Rs 8.25 (Non-refundable) are hereby invited from the Local Firm or Suppliers for printing and supplying of Identity Cards (Smart Card) with Transparent Card Holder and Multi-coloured Tag with the following specifications as per the information/data provided by the office of District and Sessions Judge, Lakhimpur, North Lakhimpur. The quotation should reach to the Office of District and Sessions Judge, Lakhimpur, North Lakhimpur on or before **9th of May 2024** in the following proforma:

Descriptions	Configurations/ Specifications	Requir- ement	Rate quoted per piece		Total Rate (inclusive of GST)
			With GST	Without GST	
<u>IDENTITY CARDS</u> (With Transparent Card Holder and Multi-coloured Tag)	Size- 86 * 54 mm With Transparent Card Holder and 16 mm Multi- coloured Tag (having navy blue and sky blue color) and having print in white colour on the Tag as "Establishment of the District and Sessions Judge, Lakhimpur, North Lakhimpur"	80 Nos.			

General terms and Conditions:

1. The sealed envelope duly marked as "QUOTATION FOR SUPPLY OF IDENTITY CARD WITH TRANSPARENT CARD HOLDER AND MULTI-COLOURED TAG" and addressed to "The District and Sessions Judge, Lakhimpur, North Lakhimpur, and the quotation should contain the following documents:
 - a) Copy of Trade License,
 - b) Copy of PAN Card,
 - c) 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.

2. The quotation shall clearly mention the Rate, including GST, failing which the quotation will be rejected.

3. The Identity Cards will be printed on both sides and should be of best printing quality and superior materials along with the Transparent Card Holder and Multi-coloured Tag.
4. Rate quoted for each item will be final. No further hike in the price of the item will be entertained during the contract period.
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 the work, on submission of following documents:
 - a) Bill in triplicate
 - b) Bank Account details
7. In the event of breach of any terms and conditions or delay or default, the purchase order will be terminated.
8. Conditional quotations are liable to be rejected.
9. Quotations should reach to the office of undersigned on or before **09/05/2024 at 5:00 PM**. No quotation will be received thereafter.
10. The quotations will be opened in the office of undersigned on **10/05/2024 at 3:00 PM**.
11. The undersigned reserved 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.

sd/-
(Sharmila Bhuyan)
District & Sessions Judge,
Lakhimpur, North Lakhimpur.

Memo No. DJL/ 3449-52/2024, dated North Lakhimpur the 24th April/2024.

Copy to:

1. The Systems Officer, Lakhimpur District Judiciary with a direction to upload the Quotation on the official website of Lakhimpur District Judiciary, N L.
2. The President/ Secretary, Chamber of Commerce, North Lakhimpur with a request to publish this quotation in their Notice Board.
3. Notice Board, O/o the District & Sessions Judge, Lakhimpur, N. Lakhimpur.
4. Office file.

24.4.24
District & Sessions Judge,
Lakhimpur, North Lakhimpur.
24/04 District & Sessions Judge
Lakhimpur, North Lakhimpur