OFFICE OF THE CHIEF JUDGE, CITY SESSIONS COURT, CALCUTTA
2 & 3, Bankshall Street, Bichar Bhawan, Kolkata – 700001
Phone : 033-2262-7732 / 2213-9347
Website: https://districts.ecourts.gov.in/kolkata-city-sessions-court E-mail: chiefjudgesessions@gmail.com

No. 385 Dated 17-07-25

Notice Inviting Quotation

Sealed quotations are invited from all willing Vendors cum Service providers for **supply of one (01) Shredder Machine with standard configuration for the use of City Sessions Court, Calcutta.**

Such quotations have to be submitted in the **Office of the City Sessions Court, Calcutta, 2 & 3, Bankshall Street, Kolkata-700001 by 4.00 pm on 01.08.2025.**

Terms & Conditions

1. Quotations should be submitted in the **Office of the City Sessions Court, Calcutta, 2 & 3, Bankshall Street, Kolkata-700001 by 4.00 pm on 01.08.2025 a**nd should be properly signed and stamped. The office of the City Sessions Court, Calcutta will not take any responsibility for delay, loss or non-receipt of quotations sent by post. The office of the City Sessions Court, Calcutta will not take any quotation through speed post, courier post or registered post. The sealed tender will be opened **on 01.08.2025 at 4.30 pm.**
2. Rates should be quoted taking into account the description, make, type and specification of the machine for which quotation has been invited.
3. **Rate quoted should be inclusive of all applicable charges, taxes, duties and levies.**
4. Conditional quotations will not be considered.
5. Willing vendors cum service providers submitting quotations should specify the address of its office and its phone/mobile number (and other contact numbers e.g. Fax, e-mail if available) for the purpose of quick communication in the event of urgency.
6. Canvassing on the part of a service provider submitting quotation will render its quotation liable to cancellation summarily.
7. The Chief Judge, City Sessions Court, Calcutta may award the contract to the service provider whose quotation has been determined to be substantially acceptable and who has quoted the lowest evaluated price. However, the Chief Judge, City Sessions Court, Calcutta is not bound to accept the lowest bid and reserves the right to accept or reject any or all quotations and to cancel the process at any time prior to the award of contract for any reason whatsoever.
8. Upon Selection of quotation, concerned service provider would have to supply articles strictly according to the description/make/type/specifications mentioned in their quotation. In case of any deviation from this and any default regarding this on the part of a selected service provider, the administration of this Court may take any or all such actions against the supplier as it may considered appropriate.

Sd/-
Judge-In-Charge of Nazarath Department
City Sessions Court, Calcutta

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