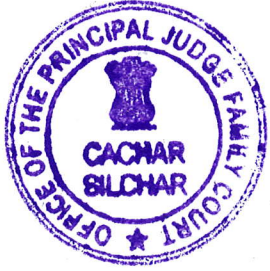


**OFFICE OF THE PRINCIPAL JUDGE, FAMILY COURT, CACHAR,
SILCHAR.**

No. F.C./SIL/2025/394

Dated, Silchar, the, 28th March, 2025.



NOTICE INVITING TENDER

DATED.28.03.2025

**(FOR ANNUAL MAINTENANCE CONTRACT (AMC) FOR
MAINTENANCE, SERVICING AND REPAIRING OF OFFICIAL EQUIPMENTS)**

Sealed quotations are invited affixing Court Fee stamp of Rs. 8.25 (Non-refundable) from the intending registered firms for the establishment of the Principal, Judge, Family Court, Cachar, Silchar for the year 2025-2026 as per specification given with the Notice.

GENERAL TERMS & CONDITIONS

1. The sealed envelope containing quotation shall be marked as "**Tender for Annual Maintenance Contract (AMC) for maintenance, servicing and repairing of official equipments**" and the following documents must be annexed with the quotation.
 - a) Copy of PAN Card.
 - b) Up to date copy of G.S.T Registration Certificate.

The sealed quotation should be submitted to the office of the Principal Judge, Family Court, Cachar, Silchar during office hours on working days.



2. The quoted rates submitted by bidder/firm, once approved and selected by the Purchase Committee of this office , shall be valid for the period of 1 (one) year from the date of approval order of this establishment. Increase and decrease of Prices, Taxes and other statutory duties will not affect the price during this period. The firm will be responsible for any increase in Prices, Taxes and Duties. Any increase in Taxes and other statutory duties/levies after the approval of Rates shall be to the supplier's account.
3. Maintenance, servicing and repairing of official equipments are as follows :-
 - a) Air Conditioner.
 - b) Computer accessories.
 - c) Printers.
 - d) UPS.
 - e) Xerox machine.
 - f) C.C.T.V. cameras.
 - g) Electrical equipments.
 - h) Official Vehicle.
 - i) Miscellaneous repairing.
4. Payments shall be made after satisfactory execution of the order and providing of service, on bill basis. The decision of the Principal Judge, Family Court, Cachar, Silchar towards satisfaction of quality of service and material supplied shall be final. Payment of the service provided and material supplied under AMC will be paid on receipt of complete consignment and checking of the material and on production of following :-
 - Invoice in triplicate,
 - Delivery Challan duly signed by the consignee.
5. The Principal Judge, Family Court, Cachar, Silchar reserves the right to accept or reject any or all the tenders in part or full, without assigning any reason whatsoever.
6. The Principal Judge, Family Court, Cachar, Silchar is not bound to accept the lowest tender.

7. The Principal Judge, Family Court, Cachar, Silchar reserves the right to terminate the AMC order at any time by giving intimation in writing without assigning any reason.
8. In case of violation of terms and conditions of the tender document or unsatisfactory supply of material or of poor quality of service and below standard, the Principal Judge, Family Court, Cachar, Silchar reserves the right to terminate the supply order by giving intimation to the supplier/contractor.
9. The sealed quotations should reach the undersigned on or before **07th of April, 2025** & no quotation/tender will be received thereafter. The tenders shall be opened in the office of the Principal Judge, Family Court, Cachar, Silchar on **11th of April, 2025**.
10. The decision of the Principal Judge, Family Court, Cachar, Silchar in all respect shall be final and binding on all.




28/03/2025
Principal Judge,
Family Court
Cachar, Silchar
Principal Judge
Family Court
Cachar, Silchar
28/3/25