

**OFFICE OF THE DISTRICT & SESSIONS JUDGE**

**NAGAON :: ASSAM**

SHORT NOTICE INVITING QUOTATION

NO. DJN/ 1997-2001

Date: 09.03.2021

Sealed quotations are hereby invited from reputed/authorized firms/dealers/distributors/shops for supply and installations of Computer accessories for use in this establishment as per details given below.

Sl.No	Name of item	Configuration/Brand	Quantity
1	Laser Printer	Duplex printer compatible with Windows 7/8/10,Ubuntu OS,preferably Make Canon/HP	10 nos

Intending firms are requested to submit sealed quotations and other relevant documents to **Office of The District & Sessions Judge, Nagaon, PIN 782001** during office hours **on or before 15-03-2021** and no quotation will be received thereafter. The quotations shall be opened in the office of the undersigned on **16-03-2021**.

General Terms and Condition

1. The sealed envelope containing quotation shall be marked as "Quotation for supply of printers".
2. The bidders shall have to submit photocopy of Registration certificate, Trade License, GST Registration Number, PAN and Current Bank Account (preferably SBI) of his firm.
3. The rate should be submitted with GST and without GST separately.
4. The rate quoted for each item will be final and in no hike in price shall be considered.
5. The bidder shall have to supply the ordered items immediately on receipt of such supply order. The article to be supplied should be of best and standard quality.
6. Payments shall be made after satisfactory execution of the order and supply of material in satisfactory condition in bill basis.
7. The undersigned reserves the right to award the work to one or more bidders. No communication shall be made in this regard except the selected firm.
8. The undersigned reserves the right to terminate the purchase order at any time by giving intimation in writing without assigning any reason.
9. In case of violation of terms and conditions of the tender document or unsatisfactory supply of material or of poor quality and below standard, the undersigned reserves the right to terminate the supply order by giving intimation to the supplier.
10. The decision of the undersigned shall be final in all aspect.

*Yamini*  
District & Sessions Judge,  
Nagaon, Assam.

Memo No. DJN/ 1997-2001

Dtd. 09.03.2021

Copy to:-

1. Systems Officer, Nagaon to upload the quotation in the official website of Nagaon district judiciary.
2. Accounts Section, O/o the District & Sessions Judge, Nagaon.
3. Notice Board of the establishment of the District & Sessions Judge, Nagaon.
4. Notice Board of the establishment of the CJM, Nagaon.
5. Office file.

9.3.21  
District & Sessions Judge,  
District & Sessions Judge  
Nagaon, Assam