

OFFICE OF THE CITY CIVIL COURT, CALCUTTA

2&3, Kiran Sankar Roy Road, Kolkata- 700001.

Telephone No. (033)2254-3633/ Telefax No. (033)2243-0359

No. 447

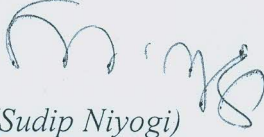
Dated 01-11-, 2017

**Notice Inviting Quotation**

Sealed quotations are invited from all willing suppliers for the supply of 10(ten) pcs. Black & White Printers for official use of different Courts/ Departments of this Judgeship as per following terms & conditions appearing hereinbelow on or before 15/11/2017 addressed to the Ld. Chief Judge, City Civil Court, Calcutta superscribing 'Quotation vide Notification No. \_\_\_\_\_ dt. \_\_\_/\_\_\_/2017'.

**TERMS & CONDITIONS**

- Quotations should be submitted by hand at the Receiving Section of the English Deptt. of this Judgeship situated at 2<sup>nd</sup> Floor, Office Block of this Court building or by post/courier service within stipulated time between 11.00 A.M. to 4.00 P.M. on any working day and should properly signed and stamped.
- This Judgeship will not take any responsibility for delay, loss or non- receipt of quotations by post/ courier service.
- The sealed quotations will be opened on 13/11/2017 at 12 Noon.
- Rates should be quoted taking into account the description, make, type, specification and quantity of the articles for which quotations have been invited.
- Rates quoted should be inclusive of all applicable charges, taxes, duties, levies etc.
- Conditional quotations will not be considered.
- Willing suppliers submitting their quotations should specify the address of its registered office and contact number for the purpose of quick communication in the event of urgency.
- Willing suppliers submitting their quotations should also furnish valid PAN issued by the IT Deptt., Govt. of India and valid 15-digit GSTIN under GST Act, 2017 by enclosing photocopies of the said documents.
- Canvassing on the part of a supplier submitting quotation will render its quotation liable to be rejected.
- This Judgeship may award the contract to the supplier whose quotation is determined to be substantially responsive and who has quoted the lowest evaluated price. However, this Judgeship is not bound to accept the lowest quotation and reserves the right to accept, change/ modify or reject any and/or all quotations and to cancel the process at any time prior to the award of contract for any reason whatsoever.
- Willing suppliers submitting quotations should know that the articles supplied may have to be, if necessary, delivered and/or installed to the different sections/ departments of this Judgeship as per instruction of this Judgeship without charging any extra cost.
- Bidders should have Tender Specific Authorization from the Original Equipment Manufacturer(OEM).

  
(Sudip Niyogi)  
Chief Judge,  
City Civil Court,  
Calcutta