

THE GAUHATI HIGH COURT

(The High Court of Assam, Nagaland, Mizoram and Arunachal Pradesh)

NOTICE INVITING QUOTATION

Dated Guwahati, the 03rd February, 2016

Sealed quotations affixing Court fee Stamp of Rs.8.25 only (Non-refundable) are invited from local distributors/dealers/firms/manufacturer for supply of 324 numbers of Black Shoes and 54 numbers of Sandal respectively of reputed brands for Grade-IV employees (Gents & Ladies) of the Gauhati High Court, Guwahati.

The quotation should reach the Registrar General, Gauhati High Court, Guwahati on or before 17/02/2015 during working days.

GENERAL TERMS & CONDITIONS:

- 1) Processing fee of Rs.1000/- (Rupees one thousand) only (Non refundable) in the form of Bankers Cheque/Bank Draft for each quotation separately in favour of Registrar General, Gauhati High Court, Guwahati from any nationalized/ scheduled bank shall be enclosed along with the quotation payable at Guwahati.
- 2) The quotation shall be submitted along with processing fee and the envelope containing the quotation should be superscribed as "**Quotation for supply of Black Shoes & Sandals**" and so on and should contain the following documents:-
 - a) Copy of PAN card.
 - b) Upto date copy of AGST/VAT clearance certificate.
 - c) Copy of Gauhati Municipal Corporation Trade Licence.
 - d) Copy of AGST/VAT Registration certificate.
- 3) The firm should have an established shop dealing in such material. Detail address of shop is to be furnished along with quotation for verification.
- 4) Rate should be quoted both in words and figure and excluding Taxes/VAT. Tax/VAT is to be shown separately against the item in the bills, where applicable, which will be deducted at source.
- 5) Rate quoted for each item will be final and no hike in price of any material will be considered during the contract period.
- 6) Sample of the items should be submitted where necessary.
- 7) The bidder shall quote rate against the specified brand name, size, quality etc.
- 8) The Registrar General, Gauhati High Court, Guwahati reserves the right not to accept or reject any or all quotation in part or full and he shall not be bound to accept the lowest bidder.

- 9) In case of violation of terms and condition of the quotation document or unsatisfactory supply of materials or of poor quality and below standard, Registrar General, Gauhati High Court, Guwahati reserves the right to terminate the contract by giving intimation to supplier
- 10) The decision of the Registrar General, Gauhati High Court, Guwahati in all respect shall be final and binding.

By order,

Registrar (Administration)
Gauhati High Court
Guwahati

Memo No. HC.VIII-43/1985/ 050 /AC

Dated, 03 /02/2016

Copy to:-

- 1) The System Analyst/Programmer, Gauhati High Court, Guwahati, He is requested to upload the notice in the High Court Website.
- 2) Gauhati High Court Notice Board.
- 3) Order File.

Registrar (Administration)
Gauhati High Court
Guwahati