

THE GAUHATI HIGH COURT

(High Court Of Assam, Nagaland, Mizoram And Arunachal Pradesh)

NOTICE INVITING TENDER

Dated, Guwahati, the 16th August, 2013

Sealed quotations are invited affixing Court Fee stamp of ₹ 8.25 (Non-refundable) from firms for supply of Winter Liveries made of woolen cloth for coat and cotton cloth for long pant for gents (Approx. 263 Nos.) and woolen sweater and shawl for ladies (Approx.32 Nos.) Grade-IV employees of Gauhati High Court, Principal Seat at Guwahati. For details visit website www.ghconline.gov.in or the High Court notice board. The tender should reach the undersigned on or before 30th of August,2013.

GENERAL TERMS & CONDITIONS

1. A processing fee of ₹ 1000.00 (non-refundable) in the form of Bank Draft pledged to the Registrar General, Gauhati High Court, from any Nationalized / Scheduled Bank, shall be enclosed along with the quotation.
2. Successful tenderer will have to deposit Earnest Money of ₹ 10,000.00 (Rupees ten thousand) only should be submitted along with the quotation in the form of bank draft drawn in favor of Registrar General, Gauhati High Court, Guwahati, issued by any Nationalized/Scheduled Bank payable at Guwahati or unconditional Bank Guarantee valid up to during continuation of the contract.
3. The sealed envelope, duly marked as "*Tender for Supply of Liveries For the Class- IV employees*" and the quotation should contain the following documents:
 - a) Copy of PAN Card.
 - b) Up to date copy of VAT clearance Certificate.
 - c) Copy of Gauhati Municipal Corporation Trade License.

Each page of the documents should be signed by the bidder, with seal, on each page of each document, to establish the Bidder's eligibility to the bid & his qualification to perform the supply of material if his bid is accepted. In the absence of any of the above documents / information's, the offer may be summarily rejected without making any further reference in this regard.

The sealed envelope should be submitted to the Registrar (General) of the **Gauhati High Court**, Principal Seat at **Guwahati**.

4. The bidder must provide the sample of the material / items, which he intends to supply. The sample after the sale process is over will be returned. **In the event, the supplied items do not match the sample provided; the material will be summarily rejected without any payment.**

5. If the material received do not conform to the description and quality with the approved sample or have deteriorated (and the decision of the Registrar General in that behalf will be final and conclusive) the Registrar General will be entitled to reject the said items or such portion, thereof as may

be discovered not to conform to the said description and quality. On such rejection the material will be replaced by the firm at its cost.

6. In case the successful bidder fails to submit the required material / Liveries or the quality of Liveries is not up to the mark / standard, the EMD of the bidder shall be forfeited and the tender approved shall be cancelled. *Thereafter, next successive bidder may be considered.*

7. In the event of any breach of any terms and conditions or delay or default, the purchase order will be terminated and the EMD will be forfeited by the Gauhati High Court, Guwahati. The decision of the Registrar General regarding due performance terms and condition of purchase shall be final.

8. Conditional tenders are liable to be rejected.

9. In the case of revision of Statutory Levies/Taxes during the finalization period of tender, the Gauhati High Court, Guwahati reserves the right to ask for reduction in the prices.

10. Prices once approved will remain valid during the scheduled delivery period. Increase and decrease of Taxes and other statutory duties will not affect the price during this period. The supplier will be responsible for any increase in Taxes and Duties. Any increase in taxes and other statutory duties/levies after the approval of Rates shall be to the supplier's account.

11. The rates approved by the Registrar General, Gauhati High Court, Guwahati, shall be valid only for the period 2013 -14.

12. Delivery of the material to be made within one month by the supplier after releasing of the purchase order from the Gauhati High Court.

13. In case of failure of supply of the Material (**Liveries**) as per terms and conditions of the tender document or delays in supply, the Registrar General, Gauhati High Court, Guwahati reserves the right to allot the contract to the next lowest bidder at the risk and cost of the first supplier, without any tender/quotation formalities, in addition to the imposition of the penalties.

14. Payments shall be made after satisfactory execution of the order and supply of material in satisfactory condition on bill basis. The decision of the Registrar General towards satisfaction of quality of material shall be final. Payment of the material supplied under purchase order will be paid on receipt of complete consignment and checking of the material and on production of following:

- a. Invoice in triplicate,
- b. Delivery Challan duly signed by the consignee.

15. Registrar General , Gauhati High Court, Guwahati, reserves the right to accept or reject any or all the tenders in part or full, without assigning any reason whatsoever.

16. Registrar General, Gauhati High Court, Guwahati, is not bound to accept the lowest Tender.

17. Registrar General, Gauhati High Court, Guwahati, reserves the right, to award the work to one or more bidders.

18. Registrar General Gauhati High Court, Guwahati, reserves the right to terminate the purchase order at any time by giving intimation in writing without assigning any reason.

19. In case of violation of terms and conditions of the tender document or **unsatisfactory supply of material or of poor quality and below standard**, Registrar General, Gauhati High Court, Guwahati reserves the right to terminate the supply order by giving intimation to the supplier/contractor and forfeit the EMD.

20. The decision of the Registrar General in all respect shall be final and binding on all.

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Deputy Registrar (Finance),
Gauhati High Court,
Guwahati.

Memo No. HC VIII-88/2008/ /AC Dtd. 16/08/2013

Copy forwarded to:-

1. The High Court Notice Board
2. The Court Officer, Gauhati High court, Ghy for information and necessary action.
- ✓ 3. System Analyst, Gauhati High Court, Guwahati. He is directed to upload the quotation notice in the High Court website.
4. Order file.

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Deputy Registrar (Finance),
Gauhati High Court,
Guwahati. *m*

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