

**IN THE HIGH COURT OF JUDICATURE AT PATNA
TENDER NOTICE No.14 /2023-2024 (Purchase Cell)**

Quotation is invited from the Original equipment manufacturer/ authorized dealers/firms for supply of 32 pcs Godrej Table T 9 for use of the Court.

The Tender must reach this Court within 03 weeks from the date of display of this notice on the website of Patna High Court i.e. upto 5 pm on 11.01.2024. Quotation received after stipulated time/date shall not be entertained. This tender notice can be downloaded from the website of Patna High Court: "<http://patnahighcourt.gov.in>".

Documents required to be submitted along with bid :-

- (i) Proof of GST Registration Certificate.
- (ii) Copy of PAN Card.
- (iii) Copy of Income Tax Return of the last two years i.e for the(F.Y 2021-22 & 2022-23)
- (iv) Bidder should submit a copy of turnover statement certified by a Chartered Accountant/Auditor for the last two financial years(F.Y 2021-22, 2022-23) with minimum average transaction of Rs. 10 Lakh.
- (v) **An Earnest Money Deposit of Rs 50,000/- must be enclosed along with quotation in the form of Demand Draft issued from Nationalized/ Scheduled Bank in favour of Registrar General, Patna High Court, Patna, Payable at Patna.** However, this will be not applicable on those who are registered with Central Purchase Organisation/ State Purchase Organisation/ National small Industries Corporation(NSIC). No interest shall be paid on the EMD and the EMD shall be forfeited in case the selected/successful bidder does not accept the work order or unable to supply goods, as per stipulated terms.
- (vi) The firm shall submit an affidavit to the effect that the firm has not been black listed/ de-registered/ barred by the Central/ State Government/ Society during their period of business.
- (vii) The bidder must have experience of supply and installation of office tables in Government Offices. The bidder will have to enclose the Supply Order/ work completion report, for the same.
- (viii) The bidder must have valid authorization from Godrej Company.

Other Terms and Condition:-

1. All the Tender proposals will have to be submitted in hard copy with all pages numbered and signed as mentioned in Check list enclosed with this tender. Incomplete proposal will summarily be rejected.
2. **Quotation will be not accepted without the sample i.e. Godrej T-9 Table.** Sample of the articles will be returned to respective bidder, once the bids get finalized. Sample of successful firm will be preserved, for verification.

3. The rate quoted in tender should be inclusive of all taxes and other charges, if any. Cost of transportation, installation will be borne by bidder. Further, rates quoted should be unconditional and if rates are submitted with any condition, the tender shall be rejected.
4. The firms shall have to mention the specification and warranty period of the quoted article.
5. The articles to be supplied should be in good condition. Damaged article will not be accepted.
6. Furniture to be supplied must have at least 2 years warranty from the date of verification & acceptance by the Court.
7. The defective furniture's shall be replaced without any additional charge at the time of supply of the same. Further, repairing shall have to be carried out within seven days of the intimation being received from the Court in warranty period. Further, the successful bidder has to submit an affidavit regarding proper after sale service with availability of spare parts on its own within warranty period.
8. The OEM/ authorized dealer/ firm must have authorized shop/service centre / repairing centre/ service partner in area under Patna Municipal Corporation/ nearest to Patna for after sales service. Complete address of the same with contact no. must be mentioned in quotation.
9. The quantity of article may increase or decrease as per requirement.
10. No advance payment shall be made. Payment will be made in account of the firm after due verification of items supplied. TDS shall be deducted from the bills of the successful bidder, as per rule.
11. The Court reserves the right to accept or reject any or all quotations without assigning any reason. Further, No correspondence in this regard will be entertained. The Court also reserves their right to cancel the tender at any stage, without assigning any reason.
12. On the top of the Envelope, the **Tender no.14 /2023-2024 (Purchase Cell)** And **"Supply of Godrej Table T-9"** be clearly written.

Address for Submission of the Tender:-Purchase Cell, Patna High Court, Patna-800028


Officer on Special Duty
Patna High Court, Patna

Check List to be submitted with tender Document:-

S.No	Particulars	Yes/No	Page No.
1	The rate quoted in tender should be inclusive of all taxes and other charges, if any.		
2	Proof of GST Registration Certificate.		
3	Copy of PAN Card.		
4	Copy of Income Tax Return for the last two years i.e for the(F.Y 2021-22 & 2022-23)		
5	Copy of turnover certified by a Chartered Accountant/Auditor <u>for the last two financial years(2021-22, 2022-23) with minimum average transaction of Rs. 10 Lakh.</u>		
6	Earnest Money Deposit of Rs.50,000/- enclosed along with quotation in the form of Demand Draft issued from Nationalized/ Scheduled Bank in favour of Registrar General, Patna High Court, Patna, Payable at Patna. However, this will be not applicable on those who are registered with Central Purchase Organisation/ State Purchsae Organisation/ National Small Industries Corporation(NSIC).		
7	An affidavit to the effect that the firm has not been black listed/ de-registered/ barred by the Central/ State Government/ Society during their period of business. Further, the bidder will also mention that their supply of aforesaid article will be as per quality, quantity and time frame mentioned in terms of tender.		
8	Experience of supply of wooden furniture in Government Office, relevant paper(supply order/work completion certificate) must be attached.		
9	The OEM/ authorized dealer/supplier must have authorized shop/service centre/ repairing centre/ service partner in area under Patna Municipal Corporation/ nearest to Patna for after sales service. Complete address of the same with the Contact no. must be mentioned in quotation.		
10.	Certificate of authorization from Godrej Company		

**Signature & Name/
authorized signatory of bidder
with Stamp**