

IN THE HIGH COURT OF JUDICATURE AT PATNA
TENDER NOTICE No.06 /2024-2025 (Purchase Cell)

Quotations are invited from the reputed firms/suppliers/ authorized dealers for supply and installation of 04 pcs Godrej 4 drawer File Cabinet for use of the Court.


The bid must reach this Court within 7 days from the date of display of this tender notice on the website of Patna High Court i.e. **upto 5 pm on 10.09.2024**. 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 for the last two years.
- iv. The firm shall submit an undertaking 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.

Other Terms and Condition:-

1. All the Tender proposals will have to be submitted in hard copy with all pages numbered and signed.
2. 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. Rates quoted should be unconditional and if rates are submitted with any condition, the tender shall be rejected.
3. The firms shall have to mention the specification and warranty along with their quotation.
4. The articles to be supplied should be in good condition. Damaged article will not be accepted.
5. The defective article shall be replaced without any additional charge at the time of supply of the same. **Further, repairing shall have to be carried out by the successful firm on its own within 2 days of the intimation being received from the Court in warranty period.**
6. The supply and installation should be done within 10 days from the receipt of supply order.
7. **The firm/ supplier/ authorized dealer 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.**
8. No advance payment shall be made.
9. The Court reserves the right to accept or reject any or all quotations without assigning any reason.
10. The firm shall submit bill for payment after supply and installation of the articles. The payment will be made after satisfactory report from concerned department. TDS as per rule shall be deducted from the bill of the successful bidder.
11. Quotation shall remain valid for a period not less than 90 days after the last date for submission of quotation.
12. The number of article may be increased or decreased as per requirement of the Court.
13. **Address for Submission of the Tender:-Purchase Cell, Patna High Court, Patna- 800028**


Officer on Special Duty
Patna High Court, Patna