

HIGH COURT OF JAMMU AND KASHMIR AT SRINAGAR
(office of the Registrar Judicial)

NOTICE INVITING TENDER

No: 01/NIT/RJS/H.C

Dt: 04-01-2019

Sealed tenders affixed with Revenue Stamp of Rs.5/- are invited from the original manufacturers, authorized dealers/distributors (having specific authorization from their original manufacturers to quote against this tender) for supply of:-

- i) **Digital Duplicator/Printer having maximum print speed at low cost allowing optionally A4 printing paper size and having the inbuilt facility of converting the scanned document into PDF.**
- ii) **Digital Multifunctional Duplex(Photostat Machine) with maximum photo-copying speed and having the inbuilt facility of converting scanned document into PDF.**

The detailed specifications of the goods can be obtained from the office of the undersigned during the working hours.

Intending Tenderers shall submit the tender into two parts viz; the Technical and Financial Bid). Both the parts of the Tender shall be kept in a separate envelope duly superscripted as Technical Bid and Financial Bid bearing the name of the Tenderer, NIT No. & Date. Afterwards both the envelopes containing Technical as well as Financial Bid be placed in a single cover duly signed and superscripted giving NIT No & Date and name of the Tenderer.

The tenders should reach the office of the undersigned upto 22.01.2019 at 3:00 PM. The technical bids will be opened on 24.01.2019 at 11 AM in the office chamber of the undersigned in presence of intending tenderers, who may choose to be present. However, in case of unforeseen circumstances or any holiday falling on the scheduled date of opening of the tenders, in that eventuality, the bids will be opened on the very next working day. Financial bids shall be opened only of those tenderers, who shall qualify technically as per the salient features/specifications of the terms.

1. Part-I Technical Bid shall contain:-

- A. Brochure showing make of the Machine and its salient features.
- B. Earnest money in the shape of FDR for Rs.50,000/-(Rupees Fifty Thousand Only) pledged to Registrar Judicial, High Court of J&K, Srinagar.
- C. A copy of this NIT affixed with Revenue Stamp of Rs.5/- duly signed and stamped on every page by the Tenderers in token of having understood and accepted the specifications, terms and conditions of this NIT.
- D. GST Registration Certificate.
- E. PAN Holder Certificate.
- F. A certificate to the effect that goods/machines have inbuilt facility of converting the scanned document into PDF.

2. Part-II Financial Bid shall contain:-

- A. Basic Unit Rate(inclusive of all taxes and delivery charges).
- B. Make of Machine/Goods.

General Terms and Conditions.

1. The rate contract shall be valid for the financial year 2019-2020.
2. The supply orders will be issued immediately on the availability of the funds to be allotted by the Hon'ble High Court of J&K.
3. The FDR of successful Bidder along with interest accrued thereon, will be returned within 15 days of completion of warranty period and those of unsuccessful bidders within one week of issuance of supply order(s).
4. Rates must be quoted as per item and must be, inclusive of all taxes and delivery of goods.
 - a. Period of warranty must be maintained specifically.
 - b. The successful bidders have to give demonstration/training regarding use of the machines.
 - c. The bidders have to mention about after sale/service provisions.
 - d. The successful bidder shall have to enter into Annual Maintenance Contract to be renewed from time to time after the warranty period.
5. Successful bidder has to provide on site service for the period of warranty.
6. During the warranty period, the vendor has to attend the complaints without fail within the shortest possible time and in no case shall exceed to one day's down time.
7. The decision of the evaluation/purchase committee shall be final. No separate correspondence will be entertained outside the process of negotiation with the committee. High Court of J&K reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring the affected bidders or bidders of the grounds for tendering authority's action.
8. Payment will be made on successful delivery of the goods.
9. The payment would be made after deducting necessary taxes, penalties etc, if payable.
10. All disputes arising out of the NIT shall be subject to the jurisdiction of Srinagar Courts only, preceded by Arbitration.

Sd/

(Masarat Shaheen)
Registrar Judicial, Sgr

Dated: 04/01/2019

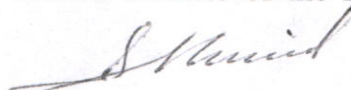
Place: -Srinagar.

No: 7440-50

Dated: 04-01-2019

Copy to:-

1. Registrar General, High Court of J&K, Jammu.
2. Deputy Director Information, Srinagar for publication of the NIT in reputed local newspaper published from Srinagar.
3. Incharge NIC for uploading this NIT on the official website of the High Court.


Registrar Judicial, Sgr.