

THE GAUHATI HIGH COURT
(THE HIGH COURT OF ASSAM:NAGALAND:MIZORAM AND ARUNACHAL PRADESH)
KOHIMA BENCH

NOTICE INVITING QUOTATION

Dated Kohima, the 16th April' 2025.

NO.HC(K)20/17/Estt/ 1963 : Sealed quotations, affixing Court Fee Stamps of ₹8.25 (Non-refundable), are hereby invited from reputed local firms/suppliers/dealers based in Kohima for supply and installation of 1(one) unit of HP LaserJet Managed Multi Function Printer (MFP) E82660dn.

TERMS AND CONDITIONS

1. The quotation closing date is 11:00 hrs. of 01.05.2025 and will be opened on the same day at 13:00 hrs in presence of all the tenderers.
2. The tenderers are to quote only one rate for each item. The rate should be exclusive of G.S.T. The quoted price should cover all costs for transportation, packing and delivery to the office of the undersigned. The sealed quotation should be superscribed as **"Quotation for HP LaserJet Managed Multi Function Printer (MFP) E82660dn"** and addressed to: The Registrar, Gauhati High Court, Kohima Bench, Kohima - 797 001, Nagaland.
3. The firms/suppliers/dealers must be based in Kohima and possess a valid GSTIN. Copy of GST registration certificate, trade license and PAN card must be submitted alongwith the quotation.
4. The supply and installation should be made within 2(two) weeks from the date of issue of supply order.
5. The Successful bidders have to submit security deposit of ₹20,000/- (Rupees twenty thousand only) (refundable) in the form of Demand draft /bank guarantee in favour of Registrar, Gauhati High Court Kohima Bench payable at Kohima.
6. The suppliers will undertake warranty of items from the date of supply and shall have to mention clearly the period of warranty.
7. The office reserve the right to reject the whole quotation or item/ items or whole tender process without assigning any reason thereof. Conditional quotation will not be accepted. The decision of the Registrar in all respect shall be final and binding.
8. In case of violation of terms and conditions or unsatisfactory supply of items or of poor quality and below standard, Registrar, Gauhati High Court Kohima Bench, Kohima reserves the right to terminate the supply order with/without giving prior intimation to the supplier.


(AJONGBA IMCHEN, NJS)
Registrar

Gauhati High Court Kohima Bench

Dated Kohima, the 16th April' 2025.

Memo.No.HC(K)20/17/Estt/ 1963

Copy to :-

- ✓ 1. The Programmer/Systems Officer, Gauhati High Court Kohima Bench for uploading in Kohima Bench website.
2. Notice Board


(AJONGBA IMCHEN, NJS)
Registrar
Gauhati High Court Kohima Bench