



**OFFICE OF THE DISTRICT LEGAL SERVICES AUTHORITY,
KARBI ANGLONG, DIPHU :: ASSAM.**

Karbi Anglong District Judiciary Campus, Diphu, Pin: 782460

Karbi Anglong, Assam

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NOTICE INVITING TENDER

(FOR SUPPLY OF ALL IN ONE COMPUTER AND ONE PRINTER)

Sealed quotations are invited affixing Court Fee stamp of Rs.8.25 (Non-refundable) from the intending registered firms for supply of one All in One Computer for the Legal Aid Defence Counsel Office (LADCS) in **District Legal Services Authority, Karbi Anglong, Diphu** for the financial year 2022-2023 as per specification given herein below.

Computer (one all in one computer, one UPS and one Printer)

Sl. No.	Name of items/specifications	Quantity
1.	HP AIO 11 th Gen Intel Core i3-60.5 cm (23.8 inch) FHD, IPS, Micro-Edge, 8 GB RAM/512 GB SSD/Wireless Keyboard & Mouse/Dual Speakers/Win 11/UHD Graphics/MS Office, 24- df1530 in Bundle PC, Snow White	1
2	600 VA ups APC/NUMERIC with 30 minutes backup UPS	1
3	HP LaserJet P1108 Single Function Printer	1

GENERAL TERMS & CONDITIONS

1. The sealed envelope containing quotation shall be marked as "**Tender for Supply of All in One Computer and Printer-**" and the following documents must be annexed with the quotation.
2. Only Government Registered Suppliers/Firms, having their offices within the territory of Diphu Municipality are entitled to submit the quotation.
3. Quotation must accompany with latest Sales Tax Certificate/Income Tax Clearance Certificate/Trade Licence etc.
4. The Tenderers are requested to quote their lowest rate for the All in One Computer in figure and in words excluding GST. GST is to be shown separately against the items.

Following documents are required to be furnished along with:

- a) Copy of PAN card.
- b) Up to date copy of GST Registration certificate.
- c) Up to date copy of GST Clearance certificate.
- d) Copy of Trade license.

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

The sealed quotation should be submitted to the office of the District Legal Services Authority, Karbi Anglong, Diphu, Assam during office hours **on working days on or before 14-09-2022.**

5. In case the successful bidder supplies sub-standard materials its tender shall be cancelled. Thereafter, next successive bidder may be considered.
6. The rates approved shall be valid for the period of six months from the date of approval letter of this establishment. Increase and decrease of Prices, Taxes and other statutory duties will not affect the price during this period. The supplier will be responsible for any increase in Prices, Taxes and Duties. Any increase in taxes and- other statutory duties/levies after the approval of Rates shall be to the suppliers account.
7. Payments shall be made after satisfactory execution of the order and supply of computer in satisfactory condition on bill basis. **The decision of the District Legal Services Authority, Karbi Anglong, Diphu, Assam 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 the Invoice in triplicate.
8. The **District Legal Services Authority, Karbi Anglong, Diphu, Assam** reserves the right to accept or reject any or all the tenders in part or full, without assigning any reason what so ever.
9. The **District Legal Services Authority, Karbi Anglong, Diphu, Assam** reserves the right, to award the work to one or more bidders.



10. The **District Legal Services Authority, Karbi Anglong, Diphu, Assam** reserves the right to terminate the purchase order at any time without assigning any reason.
11. In case of violation of terms and conditions of the tender document or unsatisfactory supply of material or of poor quality and below standard, the **District Legal Services Authority, Karbi Anglong, Diphu, Assam** reserves the right to terminate the supply order by giving intimation to the supplier/contractor.
12. The sealed quotations should reach the undersigned **on or before 14-09-2022** and no quotation/tender will be received thereafter and on the same day the tenders **shall be opened in the Office of the District Legal Services Authority, Karbi Anglong, Diphu, Assam at 4.00 PM.**
13. The decision of the **District Legal Services Authority, Karbi Anglong, Diphu, Assam**, in all respect shall be final and binding on all.

Enclosed: List of Items

Memo No. DLSA/KA/2022/865-866.

Copy forwarded to :-

1. The Systems Officer, District Judiciary, Karbi Anglong, Diphu, Assam. He is directed to upload the Tender Notice in the official website.
2. Notice Board of the establishment of District & Sessions Judge, Karbi Anglong, Diphu, Assam.
3. Notice Board of the Office of the District Legal Services Authority, Karbi Anglong, Diphu, Assam.
4. Office File.

Chairman Cum-
District & Sessions Judge,
District Legal Services Authority
Karbi Anglong, Diphu, Assam

Dated Diphu the 26th August, 2022.

Cum
Chairman DLSA
Diphu, Karbi Anglong

Chairman -cum-
District & Sessions Judge,
District Legal Services Authority
Karbi Anglong, Diphu, Assam

Cum
Chairman DLSA
Diphu, Karbi Anglong