

High Court of Judicature at Allahabad, Lucknow Bench, Lucknow
Short Term Tender Notice for Supply of
Computer Stationery

Sealed tenders on prescribed Proforma are invited from the Firms registered under Trade Tax / VAT for supply of Computer Stationery items to be used in this Court during the financial year 2013-2014. Desirous firms may obtain the prescribed Proforma along with terms & conditions from the office of the Section Officer (Stationery) of the Court on any working day between 10-00 a. m. to 3-00 p. m. on payment of Rs-100/- only. Tender Forms can also be downloaded from the official website of High Court www.allahabadhighcourt.in. Downloaded forms be submitted alongwith a Demand Draft of Rs.100/- towards Tender document fee in favour of "Registrar, High Court, Lucknow" payable at Lucknow. The Tender may be submitted latest by 30th May, 2013 upto 2-00 p. m. positively. The Tenders received shall be opened on the same day at 3-00 p. m. in the chamber of Sri Charan Singh, O.S.D. (E) in presence of Tenderers who wish to remain present at that time.

(A. K. Mukherjee)
Registrar

माननीय उच्च न्यायालय इलाहाबाद, लखनऊ बेन्च, लखनऊ
कम्प्यूटर स्टेशनरी की आपूर्ति हेतु
अल्पकालिक निविदा सूचना

एतद् द्वारा माननीय उच्च न्यायालय लखनऊ, बेन्च लखनऊ हेतु वित्तीय वर्ष 2013-14 में प्रयोग होने वाली कम्प्यूटर स्टेशनरी की आपूर्ति हेतु मोहरबन्द निविदायें निर्धारित प्रारूप पर आमंत्रित हैं। इच्छुक फर्म निर्धारित प्रारूप, नियम एवं शर्तों सहित माननीय उच्च न्यायालय लखनऊ, बेन्च लखनऊ के लेखन-सामग्री अनुभाग से किसी भी कार्य दिवस में प्रातः 10 बजे से 3 बजे अपरान्ह के मध्य रु0 100/- का भुगतान कर प्राप्त कर सकते हैं। निविदा प्रपत्र माननीय उच्च न्यायालय की अधिकारिक वेबसाइट www.allahabadhighcourt.in से भी डाउनलोड की जा सकती है। डाउन लोड किये गये निविदा प्रपत्र के साथ 'रजिस्ट्रार, हाई कोर्ट, लखनऊ' के नाम रु0 100/- मूल्य (निविदा प्रपत्र शुल्क) का डिमाण्ड ड्राफ्ट जोकि लखनऊ में भुगतान योग्य हो, संलग्न होकर न्यायालय में प्राप्त किये जायेंगे। निविदायें दिनांक 30.05.2013 अपरान्ह 2 बजे तक माननीय उच्च न्यायालय लखनऊ, बेन्च लखनऊ के लेखन-सामग्री अनुभाग में प्राप्त की जायेंगी एवं उसी दिन दिनांक 30.05.2013 अपरान्ह 3 बजे श्री चरन सिंह, विशेष कार्याधिकारी (स्थापना) के कक्ष में खोली जायेंगी। जो निविदादाता निविदा के खुलने के समय उपस्थित रहना चाहते है, कक्ष में समय से उपस्थित रहें।

(ए० के० मुखर्जी)
निबन्धक

HIGH COURT OF JUDICATURE AT ALLAHABAD, LUCKNOW
BENCH, LUCKNOW

Terms & Conditions of Short Term Tender

1. The Tenderer shall deposit the Earnest Money of Rs. 5,000/- in the form of a Bank Draft /Banker's Cheque payable in favour of the Registrar, High Court, Lucknow Bench, Lucknow or in cash along with their Tenders. This amount shall be returnable, in case, their Tender is not accepted by the Court and the Earnest Money shall be returnable for successful Tenderer after depositing the Security Money. Tender without Earnest Money shall not be considered.
2. The successful Tenderer shall deposit the Security Money of Rs. 10,000/- in the form of Fixed Deposit or Cash for a period of 15 months in favour of the Registrar, High Court, Lucknow Bench, Lucknow which is returnable after the end of F.Y. 2013-2014.
3. The Firms shall charge the rates as accepted by the Court for each item through out the financial year 2013-2014. Rates once approved shall not be enhanced within the financial year.
4. The Firm approved shall supply the requisite items within a period of three days from the date of written Order. In case of any failure in this regard, the Court shall have a right to deduct reasonable amount from Security Money as penalty.
5. The Firms shall arrange the supply of required items through their own conveyance.
6. If any item supplied by the firms is not found upto the mark and not in accordance with the approved samples, the items will not be accepted and the supplier shall be liable to pay 5% of cost as damages.
7. The supplier having no shop and Registration No. need not apply.
8. The payment against the supply of General Stationery and Computer Stationery items will be made according to the availability of fund.
9. The offer can be cancelled at any time at the discretion of the Court without assigning any reason.
10. The quantity of material requirement shown in the Tender document is only a projected figure, which may increase or decrease.
11. The rates should be quoted including all charges and taxes, nothing extra shall be paid.
12. The undersigned reserves the right to accept or reject any Tender without assigning any reason.
13. In case of any dispute, the jurisdiction will be with appropriate Court at Lucknow district.

(A. K. Mukherjee)

Registrar

Short Term Tender for supply of Computer Stationery items.

1. Firm Name of Tenderer
2. Name of Proprietor/Partner
3. Address
4. Phone Nos
5. Trade Tax/Vat Registration No
- (Please enclose Photocopy)
6. Details of Earnest Money:-
5. Trade Tax/Vat Registration No
7. (Please enclose Photocopy)

Draft No.

Drawn on (Bank)

Date

Amount

8. Name of Authorised person with phone number
(If any)

Dated:-

(Signature of Tenderer)
Seal

HIGH COURT OF JUDICATURE AT ALLAHABAD
LUCKNOW BENCH, LUCKNOW.
LIST OF COMPUTER STATIONERY & MAINTENANCE ITEMS
FOR THE FINANCIAL YEAR 2013-2014

Important :

- 1 Authorized Dealer/Retailer/Distributor/Reseller should also provide copies of such authorization.
- 2 Preference will be given to Original Equipment Manufacturer / Authorized Dealer.

S.N.	ITEMS	QUANTITY	REQUIREMENT (PROJECTED)	Preferred make or its Equivalent	Specification	Rate (in Rs.)
1	Laser Jet Toner Cartridge for Samsung ML-3710ND Printers					
	(i) MLT-D205S	Per Unit	On demand	Samsung		
	(ii) MLT-D205L	Per Unit	On demand	Samsung		
	(iii) MLT-D205E	Per Unit	On demand	Samsung		
2	Laser Jet Toner Cartridge for Samsung SCX-4521FS Multi Function Printer					
	(i) SCXD4725A	Per Unit	On demand	Samsung		