

HIGH COURT OF JUDICATURE AT ALLAHABAD

Tender Notice for the supply and installation of one new remotely managed Franking Machine

“Sealed Tenders are invited from original equipment manufacturer/authorized dealers dealing in franking machine for the supply and installation of one new remotely managed franking machine for the Hon'ble High Court of judicature at Allahabad . The willing firms may submit their tender along with Earnest Money Deposit (E.M.D) of Rs.5,000/- (Rs. Five Thousand Only) through demand draft in favour of Registrar General, High Court, Allahabad. Sealed Tender should be addressed to the undersigned and must reach on or before 18th September, 2019 up to 3.00 P.M positively. The complete tender notice along with terms & conditions is available on the official website of the Allahabad High Court at [“www.allahabadhighcourt.in”](http://www.allahabadhighcourt.in) .

Terms & Conditions

- 1.Tender once submitted cannot be withdrawn.
- 2.The number of franking machines may increase or decrease.
- 3.The willing firms may submit their tender along with Earnest Money Deposit (E.M.D) of Rs.5,000/- (Rs. Five Thousand Only) through demand draft in favour of Registrar General, High Court, Allahabad. Any tender not accompanied by Earnest Money Deposit shall be rejected.
- 4.Sealed Tender addressed to the undersigned must reach on or before 18th September, 2019 up to 3.00 P.M positively. No tender will be accepted after the prescribed time.
- 5.The Earnest Money deposit of unsuccessful firms will be returned at the earliest after the finalization of the successful firm without any interest.
- 6.An additional security deposit of 10% as performance guarantee of the total value of supply order is to be deposited by the successful firm(within 15 days from the receiving of supply order) in form of fixed deposit receipt of a Nationalized Bank in favour of The Registrar General, High Court, Allahabad for a period of one year as a guarantee of the satisfactory performance of the work under this tender. The said security deposit will be returned after the expiry of one year and the same shall be forfeited in case of un-satisfactory performance of the work/ equipment.
- 7.No interest shall be payable on any kind of deposit retained by Allahabad High Court during the performance of the work under this tender or during the progression of tender process.

8. The tenderer shall also mention in their tender the specific and complete details of the franking machines, features, price including all taxes, its make & model, warranty period, rate of AMC/FSMA of the machine after warranty, terms and conditions and any other concessions or Schemes, if they are willing to offer.

9. Self attested Copy of GST Registration and Pan Card is required to be attached with the tender.

10. The Bid shall be typed or written in indelible ink shall be signed by a person or person duly authorized to sign on behalf of the Bidder. All pages of the bid shall be signed by the person or person authorized to sign the bid. The bidder shall not be allowed to make overwriting, alterations or additions, in bid documents except those to comply with instructions

11. The Sealed envelopes must be superscribed with the Name, Address and Mobile Number by the Bidder.

12. After scrutiny and examining the proposals as per the cost and quality requirement of the Hon'ble Court, the Hon'ble High Court may accept the bid which is found to be suitable or reject any or all of bids without assigning any reason thereof. The decision of the Hon'ble High Court in this regard shall be final and binding.

13. The Bidder whose bid has been accepted will be notified of the award by post by issuing " Letter of Supply.

14. The firm shall have to supply the machine to the Court at their own cost for which no extra payment will be made to them.

15. The tenders received will be opened in the presence of the representatives of the firms, who choose to attend at the time, date and place as informed by the Court.

16. Decision of the Hon'ble Court will be final in case of any dispute in the matter.

Sd:-

**Deputy Registrar (Machine)
High Court, Allahabad.**