



**OFFICE OF THE MUNSIFF, NAZIRA**

Memo. No. M/NZR/TQ/2023/82-84

Dated: 04.02.2023

**SHORT TENDER NOTICE**

Sealed Quotations affixing non-refundable Court Fee Stamp of Rs. 8.25 (Eight rupees and twenty five paisa only) are hereby invited from the intending registered Firms/ Suppliers for supply of below noted items to the office of the Munsiff, Nazira.

Sl No	Name of Item	Description	Quantity
1	Plain Steel Almirah	Godrej Brand	01
2	Bench	Wooden and 6 feet long	02

The envelope containing the quotation must be quoted as 'QUOTATION FOR SUPPLY OF OFFICE FURNITURE' in block letters. The interested firms need to submit their sealed quotations in the office of the undersigned within 15 (Fifteen) days by putting in the drop box of this office during office hours.

**TERMS & CONDITIONS :-**

- 1) The Parties at the time of submitting quotation shall have to submit photocopy of trade license & GST Registration certificate, Tax clearance certificate, bank account details etc. of the firm.
- 2) Quality, rate and immediate service etc, shall be the criteria for acceptance of quotations and mere submission of lowest rate will not legally bind the undersigned to accept the quotation with lowest rate .
- 3) Rates of articles should be quoted including GST.
- 4) Tender will be open on 20.02.2023 at 3:30 p.m and the Proprietor or representative of the firm may present at the time of opening of the tender.
- 5) The decision of the Munsiff, Nazira in all respect shall be final and binding. In case of violation of terms and conditions of the quotation document or unsatisfactory supply of materials or of poor quality and below standard, the undersigned reserves the right to terminate the Contract immediately.

*Sd/-*  
(Smti Mayurakshi Roy Medhi)  
Munsiff, Nazira

Memo No. M/NZR/TQ/2023/82-84

Dated : 04.02.2023

Copy to :

- 1) Notice Board of this Office
- 2) System Officer, Sivasagar District Judiciary for uploading in the website
- 3) Office File

*A*  
Munsiff, Nazira  
**Munsiff  
Nazira**