

**জিলা ও সত্ৰ ন্যায়াধীশৰ কাৰ্যালয়, শিৱসাগৰ**  
**OFFICE OF THE DISTRICT AND SESSIONS JUDGE::SIVASAGAR**

**NOTICE INVITING QUOTATION**

Dated Sivasagar the 8<sup>th</sup> day of May 2023

The office of the District and Sessions Judge, Sivasagar invites sealed bid/quotations from the registered recycler/Pre-processors of E-waste with MoEF&CC/Central Pollution Control Board/Assam State Government having authorisation for E-waste disposal for auction of old/obsolete/ used items on "**As is where is basis**" as per list of items attached. All participants have to submit the certificate of authorisation for disposal of E-waste issued by the Appropriate Authority and fulfilling the terms and conditions as mentioned in this quotation.

**1. Details of the Quotation :**

A.	Place of receiving the quotation/Address for communication	O/o the District & Sessions Judge, Sivasagar, Assam. PIN- 785640.
B.	Contact Person	Sri Akash Jyoti Thenseen, Accounts Assistant, Mobile No. 7002238334 Sri Prasanta Borthakur, Estt. Assistant Mob. No. 8638175759
C.	Inspection of Items	The disposal of items shall be on "As is where is basis" and no guarantee of certificate of its worthiness of quality will be given by this department. The condition of the items can be inspected physically between 11:00 A.M. to 4:00 P.M. on any working day till <u>22.05.2023</u> .
D.	Last date and time of receipt of Quotation	Till 4:00 P.M. of <u>22.5.2023</u> . This department shall not be responsible for any postal delay.
E.	Eligibility/Qualification Criteria	The bidder for E-waste shall have to be registered as per E- waste rules with Appropriate Authority and the bidder shall have to provide the services required in the District of Sivasagar.

**2. General Terms and Conditions :**

- i. Sealed bids/quotations affixing CFS of Rs. 8.25/- (Eight rupees and twenty five paisa only), super scribed in bold letter "QUOTATION FOR DISPOSAL OF UNSERVICEABLE/OBSOLETE ITEMS INCLUDING E-WASTE" shall be received not later than 4:00 P.M. of 22.05.2023.
- ii. Each page of quotation document should be signed by the bidder(s).
- iii. Incomplete and unsigned quotations are liable to be rejected.

- iv. The bidders may invariably share their telephone, E-mail and mobile nos. to facilitate communication.
- v. The items shall be sold to the highest price of bidder (H1 bidder).
- vi. The successful highest bidder will have to deposit full bidding amount to the Accountant of the District and Sessions Judge, Sivasagar on the same day.
- vii. The successful bidder shall have to lift all the goods and articles in one go and will be required to clear the site at their own cost within 48 hours.
- viii. No items, once disposed to the successful bidder, shall be taken back by this department.
- ix. The list of unserviceable/ obsolete items is attached as Annexure –I.
- x. The undersigned reserves the right to cancel the bid, to reduce the items or to add the items for auction any time and even before or after the auction. The undersigned also reserves the right to reject all or any bidder in whole or part without assigning any reason thereof.
- xi. The bidding firm shall alone be responsible for furnishing any false or wrong information and the consequences or loss thereof.
- xii. **Documents to be attached along with Bid:**
  - a. Address proof.
  - b. Copy of PAN Card.
  - c. Copy of GST Registration certificate.
  - d. Copy of Registration and Authorization for Disposal of E-waste.
  - e. Bank Accounts details.

**Sd/-**


District and Sessions Judge,  
Sivasagar

Memo No. DJSV/ Acct./2023/3017

Dated Sivasagar the 08/05/2023

**Copy to:-**

1. The Court Manager, District Judiciary, Sivasagar
2. The Systems Officer, District Judiciary, Sivasagar, with a direction to upload the Notice in the official website of the Sivasagar District Judiciary.
3. The Accounts Section, O/o the District and Sessions Judge, Sivasagar.
4. Notice Board, O/ o the District and Sessions Judge, Sivasagar.
5. Notice Board, O/ o the Deputy Commissioner, Sivasagar.
6. Notice Board, O/ o the Chief Judicial Magistrate, Sivasagar.
7. Office file.

  
District and Sessions Judge,  
Sivasagar  
**District & Sessions Judge**  
Sivasagar *df.*

List of Unserviceable/Obsolete Electronic and Computer related items to be auctioned			
Sl. No.	Courts and Offices	Items	Quantity
1	CJM, Sivasagar	Xerox Machine	3
2		Microwave Oven	1
3		FAX Machine	2
4		Monitor	12
5		Laser Jet Printer	3
6		UPS	7
7		Thin Client	6
8		Dot Matrix Printer	1
9		Colour Printer	1
10		Key Board	5
11		DLSA, Sivasagar	Computer
12	Printer		2
13	Printer cum Scanner		1
14	Inverter		1
15	UPS		2
16	Munsiff No.1, Sivasagar	Printer	1
17	Munsiff No.2, Sivasagar	500 VA UPS (Uniline/Orion)	1
18	Munsiff, Nazira	CPU	1
19		UPS	2
20		Dot Matrix Printer	1
21		Keyboard	1
22	O/o the Civil Judge, Sivasagar,	Xerox Machine	1
23	At the bungalow of District Judge, Sivasagar	Dot Matrix Printer (TVS/Wipro)	2
24		Richo Xerox Machine	5
25		CPU (HP/HCL/ACER/Wipro)	5
26		CRT Monitor	4
27		Stabilizer	1
28		Litho machine	1
29	Stenographer's Office O/o the District & Sessions Judge, Sivasagar	500 VA UPS (Uniline/Orion)	1
30	At the Chamber of Chief Administrative Officer (CAO)	Canon Fax/ Copy Machine	1
30	Store Room	KVA UPS (Uniline/ Keptron/4110)	3