

OFFICE OF THE DISTRICT AND SESSIONS JUDGE::SIVASAGAR

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SHORT NOTICE INVITING QUOTATION


Dated Sivasagar, the 21st day of August, 2023

Sealed quotations affixing Court fee stamp of Rs. 8.25 (Eight Rupees and twenty five paise only) are invited on behalf of O/o The District & Sessions Judge, Sivasagar from intending registered supplier/vendor/Firm/individual for supply of vehicle for official use on hiring basis for Judicial Officers under District Judiciary, as per following terms and conditions.

Sl. No.	Description of vehicle	Quantity (in units)
1.	Hyundai Verna/ Honda City/ Toyota Innova Crysta or equivalent in class (<u>WHITE</u> in colour)	1 (one) no.

GENERAL TERMS & CONDITIONS:

- 1) The Sealed envelope containing quotation shall be marked as "**QUOTATION FOR OUTSOURCING VEHICLE**".
- 2) The interested supplier/vendor/firm/individual must have valid Bank Account (*preferably SBI*) copies of **Trade License, PAN Card and GST registration certificate, signed and sealed by authorized signatory**, should reach the undersigned on or before **05/09/2023** during office hours.
- 3) The vehicle to be deployed should not be more than 3 (three) years old and preference will be given to new vehicles.
- 4) The vehicle shall have clean seat covers/upholstery, good look and should be in perfect running condition fulfilling the latest emission norms prescribed by the Transport Authority of Assam.
- 5) It may be noted that the monthly lump sum amount to be paid to the vendor includes all costs involved such as driver salary/ maintenance charges/ incidental charges etc. round the clock services, the Sundays and holidays of the month, i.e. taking into consideration of the whole month on requirement basis as and when required, except the cost of fuel.
- 6) The selected supplier/ vendor/ firm/ individual shall not sublet the work or any part of it to any person or party without obtaining permission from the undersigned in writing, and the authority will be at liberty to refuse if he thinks fit.
- 7) No payment shall be made in advance nor shall any loan from any bank or financial institution be recommended on the basis of the order of award of work.
- 8) The intending bidder must provide a valid contact number for communication.
- 9) Any changes in the vehicle/driver should be informed to the concerned Judicial Officer atleast 1 (one) day before the day of such changes.
- 10) The Contract period will be valid initially for a period of **7 (seven)** years subject to satisfactory performance, and, may be extended (if necessary) or till new vehicles are provided by the Govt.
- 11) No communication shall be made in this regard except with the selected supplier/vendor/firm/individual.
- 12) The undersigned reserves the right to alter/modify the general terms & Conditions of the advertisement or cancel the advertisement at any time without any prior notice.


District & Sessions Judge,
Sivasagar

Memo No. DJSV/Acct/2023/ 6011-6015 .

Date: 21.8.2023 .

Copy for information and necessary action to:

1. The Court Manager, District Judiciary, Sivasagar.
2. The System Officer, District Judiciary, Sivasagar for uploading in the official website.
3. Notice Board, O/o the District & Sessions Judge, Sivasagar.
4. Notice Board, O/o the Chief Judicial Magistrate, Sivasagar.
5. Office File.


District & Sessions Judge
Sivasagar
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