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**HIGH COURT OF JUDICATURE AT BOMBAY
BENCH AT AURANGABAD.
NOTICE INVITING QUOTATIONS**

No. N/Cash/11123/2023
Date: 29/09/2023

The Registry of High Court Bombay, Bench at Aurangabad invites sealed quotations from reputed Dealers/Agencies/Firms for supply and installation of Boss Secretary System, Telephone Instruments, and Network Racks at Annexe Building at High Court of Bombay, Bench at Aurangabad as per specification given at Annexure "A".

GENERAL INSTRUCTION/TERMS & CONDITIONS.

- 1) The sealed quotations must be addressed to the Registrar (Admn.), High Court of Bombay, Bench at Aurangabad-431009. The envelope shall be superscribed with "**QUOTATION FOR SUPPLY OF BOSS SECRETARY SYSTEM AND NETWORK RACKS ETC.**" and it must reach on or before **06/10/2023** up to 17.00 hrs.
- 2) The quotation must be valid for three (03) months from the date of submission of quotation.
- 3) The Interested bidders should visit and inspect the actual work site at Annexe Building before submitting the tenders on any working day between 10.00 a.m. to 5.00 p.m. prior to last date of submission of tenders in co-ordination with a responsible officer/official from the Protocol Department of this Registry. Once the tender is submitted, no complaint regarding contracted/allotted work will be entertained by this Registry.

4) The prices quoted by the vendor shall be in Indian currency and inclusive of all Levies, Taxes introduced by the Government, packaging and delivery charges and installation etc. and shall not be subject to any price escalation.

5) The bidder should submit Earnest Money Deposit for Rs.5,000/- and Tender Form Fee for Rs.1000/- (Non refundable) by Demand Draft drawn [any nationalised bank] in favour of the Registrar (Admn) High Court of Bombay Bench at Aurangabad and the same should be attached with the quotation.

6) It may specifically be mentioned, whether the quotation is strictly as per tender specification/conditions. Quotations not adhering to the specification will be liable for rejection.

7) The Bidders should attach copies of Pan Card, Shop Act Registration Certificate, GST Registration Certificate etc. alongwith the acceptance of terms and conditions with Sign and seal.

8] After delivery of items or during the warranty period, if any defect is found in the supplied articles, the tenderers shall have to take the same [rejected store] back at their own cost and risk, and shall replace such rejections with the items of standard specifications/quality as acceptable to the High Court Registry. the article will be taken back by the tender at their own cost.

9] Any conditions/terms given in the quotation by vendors shall not be binding on the High Court of Bombay, Bench at Aurangabad. The terms and

conditions for the supply, delivery, payment, warranty, penalty, etc. will be as given herein and no change in any term or condition by the vendors will be acceptable.

10] The Agency should quote only for the specific required/models giving details of make, brand, model number etc.

11) Payment Terms :-

Payment will be made as per Government rule/procedure after successful delivery and installation of articles as per purchase order, specifications mentioned Annexure "A" and satisfactory report received from the Court Keeper Branch of this Registry.

12) Delivery Terms :-

1] The time of delivery and installation of the articles normally will be maximum 15 days from the date of issue of the purchase order. The tenderer shall deliver and install all required articles at Annexe Building of High Court, Bench at Aurangabad within the stipulated time. The successful tenderer shall have to acknowledge the receipt of the purchase order immediately from the date of purchase order.

2] In case this office does not receive the required articles, by due or extended date of delivery, the Registry reserves the right to cancel the purchase order and the EMD/Security Deposit will be forfeited by the Registry.

13) Warranty/Guarantee :-

1] All the Boss-Secretary Systems, Telephone Instruments and Network Racks (including all accessories) should be under one year (One) free on-site

comprehensive warranty, from the date of installation.

2] The tenderer must provide genuine parts of the above articles [including all accessories] during the warranty period.

3] Uptime guarantee :During the warranty period the firm will maintain all installed machinery including accessories in good working condition. All the complaint will be attended by the firm within 01 to 02 hours from the communication of the complaint to their office, failing which the Registry reserves the right to take appropriate action so as decided by the High Court Registry.

4] The Supplier shall visit site at least once in every month to carryout regular preventive maintenance and fine-tune the performance of the systems besides regular service calls during the warranty period. The Vendor has to submit the Preventive Maintenance Report duly signed by the user during the Warranty Period, failing which suitable penalty shall be charged or recovered from the Vendor.

5) In case of break down during the warranty period, the Vendor shall ensure that all the instruments shall be repaired immediately or to be made standby arrangement, without any additional charges. In case of failure to repair the same within stipulated time so as decided by the High Court Registry, the appropriate action will be taken against the successful vendor.

14) The successful bidder is to be entirely responsible for the execution of the purchase order in all respects in accordance with the terms and conditions as specified in the tender. In case of failure to comply with the provisions of the

terms and conditions mentioned or fail to install the articles, as per specifications mentioned in the tender notice, the High Court Registry reserves the right to award the contract to the next tenderer and forfeiture of EMD.

15) The decision of the High Court Registry in the evaluation of the qualification criteria and Commercial offers shall be final. No correspondence will be entertained outside the process of negotiation / discussion with the High Court Registry.

16) The High Court of Bombay Bench at Aurangabad reserves the right to accept or reject any Bid and to annul the Bidding process and reject all Bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for Tendering Authority's action.

17) Arbitration :- In the event of any dispute or difference arising out or touching upon any of the terms and conditions of this contract and / or in relation to the implementation or interpretation thereof, the same shall be resolved initially by mutual discussion and conciliation but in the event of failure thereof, the same shall be referred to the sole arbitrator appointed by High Court Registry. The arbitration shall be at Aurangabad and the Arbitrator shall give his award in accordance with "The Arbitration and Conciliation Act, 1996". The decision of the arbitrator shall be final and binding upon the parties.

(6)

18] Legal dispute, if any, shall be subject to the jurisdiction of Aurangabad Court.

Date : 29/09/2023.

Sd/-
Registrar (Admn)
High Court of Bombay
Bench at Aurangabad

(7)

**HIGH COURT OF JUDICATURE AT BOMBAY
BENCH AT AURNAGABAD
Annexure "A"**

Price Bid

Sr. No.	Specification	Qty.	Unit Rate	Total Amount (Including all taxes)
1	9U Network Rack with Accessories for BSNL Modems	06 Nos.		
2	Boss-Secretary Systems	24 Nos.		
3	Beetel Caller ID Telephone Set Model M51	51 No.		
4	PVC Two Pair cable for 5 Chamber	355 Mtrs. (Approx.)		
5	Installation charges of Racks, Boss Secretary Systems and Cable Laying charges			
	Total Including all taxes			

Seal & Sign of Company/agency/firm

Annexure “B”

(This tender document proforma should be filled up & attached with the quotation)

Name of Agency	
Detailed address	
Telephone/Mobile Numbers	
E-mail Id	

Section I : - List of Documents

Sr. No.	List of documents to be attached serially with the quotation	Documents Attached Yes/No
1	Registration of Company/Agency/ firm/ service provider	
2	Registration of GST.	
3	PAN	
4	Copy of Acceptance of terms and conditions with the sign & seal of company/agency	
5	D.D. No. _____ dtd. _____ for Rs.1000/-	
6	D.D. No. _____ dtd. _____ for Rs.5000/-	

Seal & Sign of Company/agency/firm

UNDERTAKING & DECLARATION
(On stamp paper of Rs.100/-)

To,
The Registrar (Admn.),
High Court of Judicature at Bombay,
Bench at Aurangabad.

Name of Bidder : -

Sir,

1. I/We hereby agree to abide by all the terms and conditions laid down in the tender document inviting tenders for supply and installation of Network Racks, Boss-Secretary System etc. for the premises of Annexe Building at the High Court of Judicature at Bombay, Bench at Aurangabad, as described in the tender document.

2. I/We hereby declare that, before signing this bid have read and fully understood all the terms and conditions and instructions contained therein and undertake myself/ourselves to abide by the said terms and conditions.

3. I/We hereby declare to have inspected all the High Court and allied premises of the tender document and got myself/ourselves satisfied about the work area of the premises and required quantity of materials that may required while executing the work.

4. I/We undertake that, I/We will complete the allotted work within stipulated time i.e. within 15 days from the issuance of purchase order, as mentioned in the tender notice, failing which I/We know that, my EMD amount will be forfeited by the High Court Registry.

5. I/We declare that, any kind of bankruptcy/insolvency proceedings is not pending against me/us and I/We have not been declared so during last five years.

6. I/We declare that, the undersigned bidder has never blacklisted by the Central/State Government/Corporation, other Government Institutions.

Signature of the bidder
Name & Address of the bidder with Seal