

HIGH COURT OF JUDICATURE AT BOMBAY
BENCH AT AURANGABAD

No. N/Cash/8697/2024.

Date:- 07/08/2024.

TENDER NOTICE

The High Court of Bombay, Bench at Aurangabad invites Tenders in two part bidding system (Technical & Financial) from authorized dealers for supply of Original Toners, for being used at Bombay High Court, Bench at Aurangabad.

The details of Toners, which would be required by this office is kept at **Annexure-A**. For any technical queries interested bidder shall contact on Phone No. 0240-2993303 (ext. 251) during office hours i.e. between 10.00 am to 5.00 pm.

[1] The sealed tenders should be addressed to “ The Registrar (Admin.), High Court of Bombay, Bench at Aurangabad, Jalna Road, Chhatrapati Sambhajinagar – 431009”.

[2] The sealed tenders should be superscribed with “Tenders for supply of Original Toners” and same must be submitted in the office of Registrar (Admin.) High Court of Bombay, Bench at Aurangabad, on or before **20/08/2024 by 5.00 PM**.

[3] The interested Bidders should submit the photocopies of documents, Demand Drafts etc., in “Technical Envelopes” serially as per details mentioned in the Annexure “B” and rates of Toners in separate Envelopes, as mentioned in Annexure-”A”. The financial bids of only eligible bidders in Technical bid will be opened

[4] The bidders should submit a **Tender Fee for Rs.500/- [non-refundable]** and EMD for **Rs.5,000/-** by Demand Drafts of any Nationalized Bank drawn in favor of Registrar (Admin.), High Court of Bombay, Bench at Aurangabad, payable at Chhatrapati Sambhajanagar with the Tender. The Tender without Tender Fee and EMD Shall be summarily rejected.

[5] The bidders/suppliers/distributors should be Authorized Dealers/Registered Suppliers/ Distributors of Canon Company for supply of Original Toners/Cartridges and also submit an undertaking in respect of supply of original toners as mentioned in the Annexure-"A.

[6] The Technical cover will be opened as per the Schedule mentioned in the Tender Document and the Financial Covers of only those bidders, whose bids are found to be technically qualified, by the Evaluation Committee, will be opened lateron as per the schedule decided by the High Court Registry.

[7] The decision of the Evaluation Committee in the evaluation of Bids shall be final. No correspondence will be entertained outside the process of negotiation/discussion with the Committee.

[8] The Bidder shall quote price per Unit and Total amount for individual items, including GST, freight etc., as applicable and valid for 180 days from the receipt of tender.

[9] The selected vendor should supply required quantity of original articles, as per purchase order at the office of Registrar (Administration),

High Court of Bombay, Bench at Aurangabad. No transportation or any other additional charges will be paid to the vendor. Quantity mentioned in the tender may vary, subject to availability of funds.

[10] It is the responsibility of the successful bidder to supply currently Manufactured Original Toners/Cartridges. An undertaking in that respect should be submitted by the bidder. No compromise in respect of quality would be acceptable. In Case, it is found that, the quality of supplied material is an inferior or provided articles are refurbished the same should be replaced immediately with Original, by the bidder at his own cost, failing which the purchase order shall be canceled and EMD will be forfeited.

[11] All Computer Peripherals/items shall cover 01 [One] year Warranty/Guarantee and successful bidder shall provide on site support/warranty services at the location where computer items are installed.

[12] The High Court reserves the right to negotiate the prices quoted in the bid to effect downward modification.

[13] The Successful bidder will be informed in writing the date, place and time for negotiations/clarifications, through offline method, if required. The Representatives conducting negotiations on behalf of the bidder must have a written authority to negotiate and conclude a contract.

[14] The Successful bidder shall confirm in writing his participation in negotiations and ability to adhere to its Financial Proposals within five

(05) days of receiving the notice in accordance with relevant clauses.

[15] Placement of order shall be subject of availability of Budget and also payment will be made after supply of required quantity of the item and receipt of original Invoice / bill, subject to availability of Budget and passing bill from Treasury.

[16] The Bidder should not be a party in any legal proceedings before the Hon'ble High Court of Bombay.

[17] Tender received after due date, incomplete in any respect or not accompanied by required documents is liable to be rejected. Tender sent by Fax/ e-mail will not be accepted and the same shall liable for rejection. No correspondence will be entertained in this regards after submission of tender.

[18] The selected Dealer/ Supplier should not indulge in corrupt or fraudulent practices during the execution of contract. In such case the Registrar (Administration) High Court of Bombay, Bench at Aurangabad, reserves the right to terminate the contract by giving due notice.

[19] The Registry reserves the right to split orders or award all items to the One Vendor or accept or reject any Tender as also to verify, modify or change any of the terms and conditions or cancel the tendering process at any stage without assigning any reason thereof.

[20] The decision of the Registry of High Court Bench Aurangabad,

in respect of evaluation of bids and / or award of contract will be final and binding on the Dealer/ Supplier and cannot be challenged.

[21] 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 Chhatrapati Sambhajingar 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.

[22] Legal dispute if any, shall be subject to the jurisdiction of Aurangabad Court in Chhatrapati Sambhajinagar.

Date:- 07/08/2024.

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

ANNEXURE- "A"

PRICE BID FOR ORIGINAL TONERS/CARTRIDGES

Sr. No.	Items	Principal Rate, per Qty.	GST Amount 18 %	Total Rates Including GST, Delivery Charges & etc., (in Rs.) per Qty.
1	Canon Toner Model 337 Req. Qty. -45 Nos.			
2	HP Toner 88A Req. Qty. - 06 Nos.			
Note : - Quantity mentioned above may vary, subject to availability of funds.				

Date:

Signature of the Vendor/supplier
Name Seal.

Annexure "B"
HIGH COURT OF JUDICATURE AT BOMBAY
BENCH AT AURANGABAD
[Prescribed form which will be attached with the Tender]

Name & Address of the Tenderer/ organization/Agency	
Contract No.	

Note :

The agencies shall attached the following photocopies of documents/certificates serially with the Tender.

Sr. No.	Particulars	Attached Copy ? Yes/No
1	Shop Act Registration.	
2	Authorization Certificate	
3	GST Registration Certificate	
4	IT Returns/ Certificate	
5	PAN Card	
6	Terms and conditions (each page must be signed and sealed)	
7	Demand Draft No. _____ dtd. _____ for Rs.500/-	
8	Demand Draft No. _____ dtd. _____ for Rs.5000/-	

Date:

Signature of the Vendor/supplier
Address

Annexure "C"

Undertaking

I _____ Proprietor of _____ is hereby undertake that, I accept all the terms and conditions of tender notice and I abide by them.

I undertake that, I am totally responsible for supply of Original Toners/Cartridges as mentioned in Annexure "A" and If High Court Registry found that, the supplied Peripherals/Cartridges are not Original/Problematic then, I will be replaced same immediately at my own cost. The decision of Hon'ble High Court, in this regard shall be final and binding on me.

I also undertake that, my company/firm is not black listed by The Central/State Government, Corporations or Government Undertakings.

Seal & Sign of Company/agency/firm