



THE HIGH COURT OF KERALA

Ernakulam-682031

Email: hsec.hc-ker@gov.in

Phone: 0484-2562436

Fax: 0484 2391720

Date: 04-02-2019

No: H4-9041/19

QUOTATION NOTICE

Quotation Number	H4-9041/19
Due date and time for receipt of quotations	15/02/19 up to 2.00 p.m
Date and time for opening of quotations	15/02/19 at 3.00 p.m
Date up to which the rates are to remain firm for acceptance	Four months after the acceptance of quotation
Designation and address of officer to whom the quotation is to be addressed	The Registrar (Administration) High Court of Kerala, Ernakulam - 31.
Superscription: No.H4-9041/19; Quotation for the Annual Maintenance Contract of Epson, Ricoh and HP Printers installed in the High Court.	

Sealed quotations are invited for the Annual Maintenance Contract of 40 Nos of Epson M100 Printers, 38 Nos of Ricoh SP210 Printers, 2 Nos of HP 1108 Printers and 1 No of HP Laser Jet202 Printer in the High Court for a period of one year w.e.f 13/04/19.

NOTE: THIRTY EIGHT RICOH SP210 PRINTERS ARE INSTALLED AT THE RESIDENCE OF THE HONOURABLE JUDGES OF THE HIGH COURT.

GENERAL CONDITIONS

1. Acceptance of the quotation constitutes a concluded contract. Nevertheless, the successful quotationer must within a fortnight after the acceptance of his quotation execute an agreement at his own cost for the satisfactory fulfillment of the contract, if so required.
2. Withdrawal from the quotation after it is accepted or failure to supply within a specified time or according to specifications will entail cancellation of the order and purchases being made at the offerers expenses from elsewhere, any loss incurred thereby being payable by the defaulting party. In such an event the High Court reserves also the right to remove the defaulter's name from the list of High Court suppliers permanently or for a specified number of years.
3. No representation for enhancement of price once accepted will be considered during the currency of the contract.
- 4.(a) In cases where a successful quotationer, after having made partial supports fails to fulfill the contracts in full, all or any of the maintenance not provided may, at the discretion of the Purchasing Officer be obtained by means of another quotation or by negotiation or from the next higher tenderer who had offered to provide maintenance already and the loss, if any, caused to the High Court shall thereby together with such sums as may be fixed by the High Court towards damages be recovered from the defaulting tenderer.
(b) Any sum of money due and payable to the contractor under this contract may be appropriated by the High Court and set-off against any claim of the High Court for the payment of a sum of money

- arising out of or under any other contract made by the contractor with the High Court.
5. The rates quoted should be inclusive of all taxes, duties, cesses, etc., which are or may become payable by the contractor under existing or future laws or rules of the country of origin/supply or delivery during the course of execution of the contract.
 6. Payments will be made only after the completion of maintenance contract period.
 7. Any sum of money due and payable to the successful tenderer or contractor from High Court shall be adjusted against any sum of money due to High Court from him under any other contracts.
 8. Intending quotationers may submit the quotations on their own papers.
 9. It is the responsibility of the intending quotationers to inspect and collect details of the equipments from the IT Section(0484-2562540), High Court before submitting the quotations. No variations in maintenance conditions will be allowed after the receipt of the quotations.
 10. The quotationer shall have well equipped service centre in Kochi city with sufficient communication facilities. such as land line, mobile phone and on-line complaint registration facilities.
 11. The quotationer shall provide compliant booking over phone during 8 a.m to 8 pm on all Government working days.
 12. The quotationer should have handled AMCs of computer/computer peripherals in the Government/Public Sector Companies and should produce copies of the relevant documents (past or ongoing contracts).

Maintenance Conditions

1. The High Court, if unsatisfied by the performance of the contractor can cancel the contract, at any time.
2. The High Court shall be entitled to assign this support arrangement to other external agencies, if unsatisfied by the services of the contractor and the contractor will be held liable for the expenditure incurred and the loss, if any sustained to the High Court.
3. Only those damages arising out of negligence on part of the High Court shall be considered as physical damages and all else will be covered within the maintenance responsibility of the contractor.
4. It is the responsibility of the Contractor to provide qualified and experienced Service Engineers while attending calls, subject to the satisfaction of the High Court.
5. A Service Maintenance log book shall be maintained by the contractor. The log book shall be produced for inspection at IT Section on the 1st working day of every month and get it approved by the Section Officer of IT Section.
6. Priority Calls will be addressed and rectified by the Contractor within 24 hours. It shall be the discretion of the High Court to categorise calls as "priority calls" and "non priority calls".
7. **The contract must provide full coverage to products including all consumables and the responsibility of the contractor shall be to make sure that the product is in working condition, subject to satisfaction of the High Court.**
8. The contract shall include trouble shooting of all hardware and software parts of the product.

Place:Ernakulam
Date:04/02/19



N.V Paul
Assistant Registrar
For Registrar (Administration)

18