

## THE HIGH COURT OF KERALA

Telephone No: 2562436  
No: H8-67095-2017

KOCHI-682031  
Post Box No. 2600  
dt. 31-07-2017

### QUOTATION NOTICE

#### **Sealed quotations are invited for the Repair of Executive Chairs and Visitors Chairs available at the common pool of the High Court.**

The necessary superscription, due date for the receipt of quotations, the date up to which the rates will have to remain firm for acceptances and the name and address of officer to whom the quotation is to be sent are noted below. Any quotation received after the time fixed on the due date is liable to be rejected.

#### General Conditions

1. Withdrawal from the quotation after it is accepted or failure to repair the item within the specified time or not according to specifications will entail cancellation of the order and repairs being done at the officer's expenses from elsewhere, any loss incurred thereby being payable by the defaulting party. In such an event the High Court reserve also the right to remove the defaulters name from the list of High Court suppliers permanently or for a specified number of years.
2. Quotationer should submit quotation in their commercial letter paper , also showing their experience in repairing the items quoted.
3. No representation for enhancement of rate once accepted will be considered during the currency of the contract.
4. Any attempt on the part of quotationer or their agents to influence the Officers concerned in their favour by personal canvassing will disqualify the quotation.
5. If any license or permit is required, quotationer must specify in their quotation and also state the authority to whom application is to be made.
6. In cases where a successful quotationer fails to repair articles within the time as specified by the High Court, or in case the contractor commits any breach of any of the covenants, stipulations and agreements herein contained, and on his part to be observed and performed and then in any such case, it shall be lawful for the High Court at the discretion of the Authorised Officer to arrange above repairs by means of another tender/quotation or by negotiation or from the next higher quotationer who had offered the repairs already and the loss, if any, caused to the High Court on this account by making alternative arrangements shall thereby together with such sums as may be fixed by the High Court towards damages be recovered from the defaulting quotationer .

7. The rates quoted should be only in Indian currency. The quotation in any other currency are liable to rejection and rate should include supply, installation and delivery charges and shall be inclusive of all taxes, duties, cess etc.,
8. The High Court shall have the right to cancel the work for any default on the part of the quotationer in due performance thereof.
9. The general conditions/rules and principles applicable to the purchase of stores specified in the Stores Purchase Manual and Kerala Financial Code and Government Orders shall be applicable to above said repairs.
10. Quotations received after the last date and time fixed for receipt of quotations will not be entertained in any circumstances.
11. The final acceptance of the Quotations rest entirely with the High Court who do not bind themselves to accept the lowest or any Quotation. But the quotationer on their part should be prepared to carry out such portion of the repairs included in their quotation as may be allotted to them.
12. The Registrar (Administration) reserves the right to reject / cancel the quotation at any time without assigning any reason thereof.
13. The rate quoted shall remain firm for a period of 3 months from the date of opening of the quotation and are subject to negotiation before finalization.
14. If the day fixed for opening of quotation happens to be a declared holiday, the same shall be opened on the next working day at the same time .
15. Every quotatiner shall quote Model Name / Brand Name / Makers Name / Product Name and other Identification Mark of the items quoted.
16. The successful quotationer should deliver item at their own cost at the High Court as ordered by the Registrar (Administration) within one month from the receipt of the work order in good condition to the satisfaction of the person duly authorised by the Registrar (Administration) in that behalf
17. Payments will be made only on the successfull completion of work ,on production of the bills/invoices and on release of the amount from the Treasury after scrutinicing and checking of the supply effected being found satisfactory to the High Court.
18. Special conditions, if any, of the quotationer, attached with the quotation will not be applicable to the contract unless they are expressly accepted in writing by the The Registrar (Administration), High Court.

SCHEDULE

Superscription : "No. H8-67095-2017 Sealed quotations for the Repair of Executive Chairs and Visitors Chairs available at the common pool of the High Court"

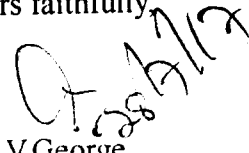
**Description:**

Srl.No.	Nature of repair	Qty.
1	Chair armrest (Godrej Mid back and High back pairs)	5
2	Gaslift ( Godrej Model-PCH 7000)	5
3	S Type bend for visitor chairs ( Godrej, Model-PCH-7003D)	4
4	Chair castor & base	1
5	Chair upholstery	3

Due date and time for receipt of quotation : 08-08-2017 up to 2.00 p.m  
 Date and time for opening of quotation : 08-08-2017 at 3.00 p.m

Designation and address of officer  
 to whom the quotation is to be addressed : The Registrar (Administration)  
 High Court of Kerala,  
 Ernakulam - 31.

Yours faithfully,



K. V. George  
 Assistant Registrar (Hr.Gr),  
 For Registrar (Administration)

Handwritten notes and initials in the bottom left corner, including a circled 'D' and 'So (+)'.