

98390

**THE HIGH COURT OF KERALA**

Ernakulam-682031

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Date: 12-11-2018

No: J1(A)-99258/2014 Vol-II

**QUOTATION NOTICE**

Quotation No.	J1(A)-99258 /2014 Vol-II- 12 /2018
Due date and time for receipt of quotations	26. 11. 2018 up to 12.00 p.m
Date and time for opening of quotations	26. 11. 2018 at 3.00 p.m
Designation and Address of the Officer to whom the quotation is to be addressed.	Registrar (Recruitment and Computerisation ), High Court of Kerala, Kochi-682 031
<b>Superscription:</b> Quotation for shifting of Racks, Files, Records, Books and other paraphernalia from the Reference Library, MFA Section and MACA cell in the new High Court building to respective locations.	

Sealed quotations are invited for shifting of Books,Racks and other items from the Reference Library, MFA Section, MACA cell in the new High Court building to respective locations and for arranging it in the same manner.

The details of items to be shifted are as follows:

**REFERENCE LIBRARY**

Sl. No	Name of Items	Total Number
1	<b>Metal Racks with books</b>	82
2	<b>Old racks</b>	2
3	<b>Reading Tables</b>	20
4	<b>Reading Chairs + Wooden Chairs</b>	35+2

5	<b>Computer tables</b>	5
6	<b>Computer Chairs</b>	1
7	<b>Photocopy Machine</b>	1
8	<b>Photocopy Chair(Elevated Wooden Chair)</b>	1
9	<b>Computers(CPU,Monitor,Keyboard)</b>	4
10	<b>Case Display Screen</b>	1
11	<b>Catalogue Cabinets</b>	3
12	<b>Clock</b>	1
13	<b>Godrej Almirah</b>	2
14	<b>Small Metal Almirah(For Bare Acts&amp; Magazines)</b>	5
15	<b>Officer Tables</b>	2
16	<b>Broken Chairs</b>	4

**MACA and MFA**

<b>Serial No.</b>	<b>Items</b>	<b>MACA</b>	<b>MFA</b>	<b>Total</b>
1	Steel Racks along with records	90	34	124
2	Cupboards along with records	2	0	2
3	Tables	7	1	8
4	Chairs	8	1	9
5	Computer	1	0	1
6	Computer table	1	0	1
7	Computer Chair	1	0	1
8	Printer	1	0	1
9	Loose Files (Kept on Floor)	1000	0	1000

The necessary superscription, due date for the receipt of quotations and the name and address of Officer to whom the quotation is to be submitted are noted above. Quotations, quoting the rate for shifting Reference Library

from 3<sup>rd</sup> floor, 'F' Block, New High Court building to the Library(Annexe) at 4<sup>th</sup> floor, 'E' Block, new High Court building and arranging the same in the prescribed manner, should reach to the undersigned on or before 26.11.2018 at the time specified above. Any quotation received after the time fixed on the due date is liable to be rejected.

General conditions

1. The successful quotationer shall complete the work as per the directions of the High Court.
2. ( a ) In case where a successful quotationer, after carrying out the work partially fails to fulfill the contract in full, at the discretion of the High Court be carried out by means of another tender/quotation or by negotiation or from the next higher tenderer who had offered to do the work already and the loss, if any, caused to the High Court shall thereby together with sums as may be fixed by the High Court towards damages be recovered from the defaulting quotationer.  
( 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/Government for the payment of a sum of money arising out of or under any other contract made by the contractor with the High Court or Government or any other person authorised by Government.
3. The rates quoted should be only in Indian currency. The quotation in any other currency are liable to rejection and rate should include removal of records, racks, transporting of the items from the new High Court building to the area specified above and arrangements of the records in the racks as such a manner which the records were kept and shall be inclusive of all taxes, duties, cess etc. which are or may become payable by the contractor under existing or future laws or rules during the course of execution of the contract.
4. The High Court shall have the right to cancel the work for any default on the part of the quotationer in due performance thereof.
5. The general conditions/rules and principles to the stores specified in the Store Purchase Manual and Kerala financial code and government Orders shall be

applicable to the above said work.

6. There will be no prescribed forms used in this quotation, the quotationers are entitled to submit the quotations in their commercial papers.

7. Quotations received after the last date and time fixed for receipt of quotations will not be entertained under any circumstances.

8. 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 work included in their quotation as may be allotted to them.

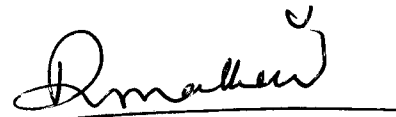
9. The Registrar (Recruitment and Computerisation) reserves the right to reject/cancel the quotation at any time without assigning any reason thereof.

10. If the day fixed for opening the quotation happens to be a declared holiday, the same shall be opened on the next working date at the same time.

11. Payments will be made only on the successful completion of the said work, on production of the bill/invoice and on release of the amount from the Treasury after scrutinizing and checking the arrangement of the records shifted as detailed above and stored in the racks and checking of the work effected being found satisfactory to the High Court.

12. 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 Registrar (Recruitment and computerisation), High Court.

Yours faithfully,



Reji Mathew M  
Deputy Registrar  
For Registrar  
(Recruitment and Computerisation)

*RM*

PTO

Copy to:

- ✓ 1. I.T. Section, High Court ( for uploading in the High Court website)
2. The District Information Officer, Kanayannur Taluk Office Building,  
Ernakulam.
3. The Public Relations Officer, High Court.
4. The Security Officer, High Court.
5. Notice Board, Collectorate, Kakkanadu,
6. Notice Board, Advocate General Office, Ernakulam.
7. Notice Board, Kanayannur Taluk Office, Ernakulam.
8. Notice Board, High Court.
9. The File.