

## QUOTATION NOTICE

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|---|---|
| Quotation Number  | KJA-LIB-96211/2017  |
| Last date and time for receipt of quotations  | 10.30 AM on 8.12.2017   |
| Date and time for opening of quotations   | 11.00 AM on 8.12.2017   |
| Date up to which the rates are to remain firm for acceptance  | 1 month   |
| Designation and address of officer to whom the quotation is to be addressed   | The Assistant Registrar<br>Kerala Judicial Academy, Athani-683585 |
| Place of opening of the sealed quotations   | Office of the Kerala Judicial Academy,<br>Athani-683585           |
| Superscription: " <i>Quotation for the supply of Library Equipment for the Kerala Judicial Academy, High Court of Kerala</i> ". |   |

Sealed quotations are invited for the supply of under mentioned items as per the specifications mentioned against each item, for the use in the Library of the Kerala Judicial Academy, High Court of Kerala functioning at Athani. The necessary superscription, last date and time for the receipt of quotations, the date up to which the rates will have to remain firm for acceptance and the name and address of the officer to whom the quotation is to be sent are noted above. Any quotation received after the time fixed on the due date is liable to be rejected. Quotations not stipulating period of firmness and with price variation clause and/or 'subject to prior sale' condition are liable to be rejected.

### **Items and Specifications :**

| Item                   | Number of item required | Specifications   |
|------------------------|-------------------------|--|
| Book Trolley           | 1                       | Size- 45" x 16" x 42"<br>Panel 3 Nos. Stainless Steel Body, 5" Caster wheel,   |
| Basket Trolley         | 1                       | Size- 25" x 21.5" x 12" and 38" handle. Stainless Steel Body, 5" Caster wheel  |
| Book Ends              | 30 pair                 | size-5"x7" Metal   |
| Rolling Computer Table | 2                       | Adjustable Height Computer Desk with Pullout Keyboard Tray and cast iron wheel |
| Magazine Rack          | 2                       | H-1400mm, W-465mm, D-560mm   |
| Step Stand             | 1                       | Two Steps, S.S Make  |
| Aluminium ladder       | 1                       | 8ft  |


The acceptance of the quotations will be subject to the following conditions:

1. Acceptance of the quotation constitutes a concluded contract. Nevertheless, the successful tenderer must within a fortnight after the acceptance of his quotation furnish 5 per cent of the amount of the contract as security deposit and 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 offerer's expenses from elsewhere, any loss incurred thereby being payable by the defaulting party. In such an event the High Court of Kerala reserves also the right to remove the defaulter's name from the list of suppliers permanently or for a specified number of years.
3. Samples, duly listed, should be forwarded if called for under separate cover and the unapproved samples got back as early as possible by the offerers at their own expenses and the High Court of Kerala will in no case be liable for any expenses on account of the value of the samples or their transport charges, etc. Quotations for the supply of materials are liable to be rejected unless samples, if called for of the materials tendered for are not forwarded. The approved samples may or may not be returned at the discretion of the undersigned. Samples sent by Courier/V.P.Post or "freight to pay" will not be accepted.
4. No representation for enhancement of price once accepted will be considered during the currency of the contract.
5. Any attempt on the part of tenderers or their agents to influence the Officers concerned in their favour by personal canvassing will disqualify the tenderers.
6. If any license or permit is required, tenderers must specify in their quotation and also state the authority to whom application is to be made.
7. The quotation may be for the entire or part supplies. But the tenderers should be prepared to carry out such portion of the supplies included in their quotation as may be allotted to them
8. (a) In cases where a successful tenderer, after having made partial supplies fails to fulfill the contracts in full, all or any of the materials not supplied may, at the discretion of the Purchasing Officer be purchased by means of another tender/quotation or by negotiation or from the next higher tenderer who had offered to supply 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) Even in cases where no alternate purchases are arranged for the materials not supplied, the proportionate portion of the security deposit based on the cost of the materials not supplied at the rate shown in the tender of the defaulter shall be forfeited and balance alone shall be refunded.  
(c) Any sum of money due and payable to the contractor (including Security Deposit returnable to him) under this contract may be appropriated by the Purchasing Officer or the High Court or any other person authorized by the High Court of Kerala and set-off against any claim of the Purchasing Officer or High Court for the payment of a sum of money arising

out of or under any other contract made by contractor with the Purchasing Officer or High Court or any other person authorized by the High Court.

9. The prices 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.
10. (a) i) All payments to the contractors will be made by the Purchasing Officer in due course through Real Time Gross Settlement (RTGS) service of the Banks/e-payment in accordance with the instructions of the Government of India, Reserve Bank of India and the State Government.  
(ii) The vendor is required to furnish the following details (along with the invoices) such as; Name of the Bank, Branch Name with its IFS Code (IFSC) and the Bank Account Number to which the amount is to be credited to facilitate the fund transfer through RTGS system /e-payment.  
(b) All incidental expenses incurred by the High Court for making payments outside the district in which the claim arises shall be borne by the contractor.
11. Any sum of money due and payable to the successful tenderer or contractor from the High Court shall be adjusted against any sum of money due to High Court from him under any other contract.
12. Special conditions, if any, printed on the quotation sheets of the tenderer or attached with the tender will not be applicable to the contract unless they are expressly accepted in writing by the purchaser.
13. If the due date of opening the quotation happens to be a holiday, the quotations will be opened on the very next working day at the same time.
14. Details of the requirements and the conditions governing their supply can be obtained free on request, from the Assistant Registrar, Kerala Judicial Academy, Athani, till 4.30 PM on 7.12.2017.

Athani  
27-11-2017

  
N.V. Neelakandhan  
Assistant Registrar  
For Registrar (Finance)