

Odisha Judicial Academy, Cuttack
Tender For Supply Of Wall Clocks of Ajanta Make

Tender No: 16

Dated: 24.2.2018.

Sealed bids are invited from manufacturers/dealers/suppliers of M/s. AJANTA having valid GST registration for supply of wall clocks to Odisha Judicial Academy.

(A) Terms and Conditions of the Tender

1. The bidder must have valid GST Registration Number.
2. The rate quoted shall remain valid for 60 days.
3. Rate quoted should be inclusive of all taxes and charges if any and deliverable at O.J.A. This academy will not pay any extra charge for transportation of the products to the academy.
4. The Quantity tendered for is tentative and may change as per the requirement of this Academy.
5. The successful bidder is to supply wall clocks of specified models only as mentioned in the Annexure-I with functional batteries .
6. The payment will be released only after delivery of the wall clocks at O.J.A and inspection of the same by the authority. This academy reserves the right to deduct statutory dues/taxes if any due for deduction as per government rules.
7. This academy reserves the right to reject any of the supplied unit that doesn't match the models as stipulated in this tender document. The damaged units if any must be replaced immediately at no extra cost.
8. The supplied wall clocks should have comprehensive warranty of 1 year.
9. The firm should have adequate stock to supply the listed items within the 7 days of receipt of purchase order. Any delay in supply will result in cancellation of purchase order.

(B) Documents to be submitted along with the Tender.

- 1) Self attested copy of PAN card of the firm/bidder , issued under Income Tax Act;
- 2) Self attested copy of G.S.T Registration Number of the firm.
- 3) Self attested copy of Valid Registration No. of the Agency/Firm.
- 4) In case of the bidder is not the original manufacturer it has to submit authorisation Certificate from the Manufacturer.
- 5) Incomplete and late bids shall be rejected summarily.
- 6) The tender form is non-transferable.

(C) PROCEDURE OF SUBMISSION OF BIDS:-

1. Bids in sealed envelope along with all the requisite documents as mentioned at Clause B of this document are to be submitted in physical form at the office of Odisha Judicial Academy, Sector-1, C.D.A, Abhinav Bidanasi, Cuttack- 753014 by 11: 00 AM of 07/03/18. Bids submitted through any other means shall not be accepted. The envelope should be super scribed on the top " Bids for supply of Wall Clocks."
2. Rate to be quoted as per the format given at Annexure II .
3. The Bids will be rejected if information given therein is found false or detected to be incorrect or incomplete in any manner what so ever, at any stage prescribed in the tender or if any ineligibility is detected, and no correspondence thereof shall be entertained, what so ever.

Annexure-I
SCHEDULE OF REQUIRMENT

SI No	Description of Materials	No of unit Required
1.	Model-397	55No.s
	Model-OLC 105	6 No.s
	Model- 547	6 No.s

Annexure – II
Financial Bid

Bid No.: OJA.....

Name of Contractor: _____

Address: _____

SI No	Description of Materials	Rate per Unit in Figures	GST on the Item in %	Total (in figures)
1	Ajanta wall clock Model-397			
2	Ajanta wall clock Model-OLC 105			
3.	Ajanta wall clock Model- 547			
	Grand Total inclusive of GST	In Words.....		In figures

Signature of the Bidder

Place:

Date: __ / __ /2018

Name of the Signatory

Name of the Firm/agency

Seal of the Firm/Agency