

on website of Delhi High Court

IN THE HIGH COURT OF DELHI AT NEW DELHI

F.No.708/SA-5/Comp./DHC/No. 3012

Dated: 11.02.21

From,

The Registrar General
Delhi High Court
New Delhi

To,

(on the website of Delhi High Court)

Sub: Tender Notice Inviting Quotation for purchase of Logitech B525 HD webcam or its equivalent or its upgraded model to be installed with HP 280 G4 MT Desktops or other Desktops

Sir/Madam,

This court intends to purchase Logitech B525 HD webcam or its equivalent or its upgraded model to be installed with HP 280 G4 MT Desktops or other desktops.

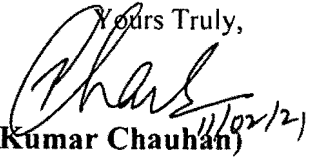
***Note:** In case the firm/vendor(s) offers the webcam manufactured by other OEM, a chart of comparison of technical specification/warranty between Logitech B525 HD webcam and webcam manufactured by other OEM shall also be submitted, otherwise their quotation shall not be considered.

The terms & conditions of this tender are as under:-

1. The authorized vendors are requested to submit the necessary quotation(s) alongwith the copy of current authorization letter of the OEM (whose product being offered) and Earnest Money Deposit (EMD) worth Rs. 10,000/- by way of Demand Draft or bankers Cheque drawn in favour of "The Registrar General, Delhi High Court" payable at New Delhi.
2. Quotations received without EMD shall be summarily rejected and no request for waiver will be entertained.
3. Selected Vendor will also be required to submit valid authorization letter or copy of valid Authorization letter issued by OEM while submitting Invoice/Bill mentioning warranty/support period.
4. Sealed envelopes containing quotation & EMD must reach to the AOJ (IT & Stationery Branch), Lawyers' Chamber Block-III, Room No. 6, Ground Floor, Delhi High Court on or before 26-02-2021 till **5:30P.M.** clearly mentioning the rates inclusive of GST/Tax rate, technical specifications, warranty/support period and the delivery schedule of the product being offered.
5. The envelope should be addressed in the name of "**The Registrar General, Delhi High Court, New Delhi**" and the subject "**Quotation for Logitech B525 HD webcam or equivalent or its upgraded model**" should be superscribed on the envelope.
6. **The validity of rates should not be less than 180 days from the last date of submission of quotation and tax rate applicable should be clearly & separately mentioned.**
7. **Quotations with less period of validity of rates shall be summarily rejected.**
8. No quotation shall be entertained **after due date**. Envelope(s) **without subject** shall be summarily rejected.
9. **The quotation must be tendered strictly in the format mentioned in Annexure-'A' of this tender. Quotation offered in other format shall be liable to be rejected.**
10. It may be noted that the final rates should be mentioned as unit price inclusive of GST and taxes applicable should be clearly and separately mentioned.

11. The DD/Pay order towards EMD of all the tenderers, except the lowest three, shall be returned to vendors on their written request after finalization of Tender Process & EMD of successful tenderer will be returned only after supply and successful installation of the first order placed to the firm fulfilling all codal formalities against receipt.
12. The DD/Pay Order of L-2 & L-3 will be returned upon written request after issuance of the Purchase order to the successful tenderer. If the offer of quotation is withdrawn by the tenderer before/after opening of tender or if any other default is found in the quotation, the amount of EMD shall be forfeited and the firm will be blacklisted to participate in future tenders of this Court.
13. If multiple quotations are submitted by a firm / vendor, all such quotations submitted shall be liable to be rejected at the first instance.
14. After opening of the sealed quotation if any correction is found in the offered rate which renders the whole Tender process doubtful or ambiguous, the said quotation shall be summarily rejected.
15. The firm/vendor shall also have to furnish an undertaking (**strictly as per Annexure-'B'**) that the firm/Partner/Director/Proprietor has not been blacklisted/banned and its Business dealings with the Central/State Government/Public Sector Undertakings/Autonomous Bodies have not been banned/terminated on account of poor performance/conduct and also that all the terms and conditions of the instant Tender Notice are acceptable to them. The quotation received without undertaking shall be summarily rejected.
16. In case the vendor wants any clarification regarding this Tender, he can call Mr. Zameem Ahmad Khan, JD (IT) at Tel. No. 011-43010101 (Ext. 4563).

This Court reserves the right to modify/amend the quotation letter/terms & conditions at a later stage.

Yours Truly,

(Rajeev Kumar Chauhan) 11/02/21
Joint Registrar (IT/Sty.)
for Registrar General

CC to:- Director (IT) Delhi High Court- for uploading on the official website of the Delhi High Court.

Annexure - 'A'

Sl. No.	Logitech B525 HD webcam (specifications)	Equivalent / upgraded model of Logitech B525 HD webcam (Name & Specifications)	Unit Price (without taxes)	Tax Rate (%)	Total Price (incl. of tax)	Onsite comprehensive Warranty (in years)	Remarks, if any

UNDERTAKING

I/We undertake that the firm (name of the firm) or its Partner/Director/Proprietor has not been blacklisted / banned and its Business dealings with the Central / State Government / Public Sector Undertaking / Autonomous Bodies have not been banned / terminated on account of poor performance / conduct.

I/We undertake that all the terms and conditions of the instant Tender Notice are acceptable to me/us.

Signature of the authorised
Signatory of the firm/company/organisation
Official Stamp/Seal

Date:-

Place:-