

IN THE HIGH COURT OF DELHI AT NEW DELHI

F.No.666/Comp./DHC/ 338

Dated: 14.07.2020

From

The Registrar General
Delhi High Court
New Delhi

To

(On the Website of High Court of Delhi)

Sub: Quotation for purchase of HP Laserjet Enterprise M507dn (Heavy Duty) Printer with five years onsite warranty

Sir,

This Court intends to purchase HP Laserjet Enterprise M507dn (Heavy Duty) Printer with five years onsite warranty.

The authorized vendor(s) are requested to submit the quotation for the aforesaid printer clearly mentioning the technical specifications of the product being offered by them as also the warranty/carepack details, in a sealed envelope to the AOJ (IT/Sty), Ground Floor, LCB-III, Delhi High Court, on or before 10-08-2020 till 05:00 PM alongwith the copy of current authorization letter of the OEM and Earnest Money Deposit (EMD) worth Rs.10,000/- by way of Demand Draft or banker Cheque drawn in favour of "The Registrar General, Delhi High Court" payable at New Delhi. Quotation without EMD shall be summarily rejected. No request for waiver of EMD will be entertained.

The DD/Pay order towards EMD of all the tenderers, except the lowest three, will be returned to vendors on their written request after finalization of Tender Process & EMD of successful tenderer will be returned after supply and successful installation of the order placed to the firm/after fulfilling all codal formalities against receipt.

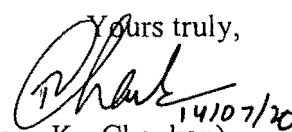
The DD/Pay Order of L-2 & L-3 will be returned after issuance of the Purchase Order to the successful tenderer. If the offer of quotation is withdrawn by the tenderer before/after opening of tender or any other default, the amount of EMD shall be forfeited and the firm will be blacklisted to participate in future tenders of this Court.

The validity of the rates should not be less than 180 days from the last date of submission of quotation and the taxes applicable should be clearly mentioned. Quotations with less period of validity of rates shall be rejected.

The envelope should be addressed in the name of "The Registrar General, Delhi High Court, New Delhi," and the subject "**Quotation for HP Laserjet Enterprise M507dn (Heavy Duty) Printer with five years onsite warranty along with EMD for IT/Sty. Branch**" should be superscribed on the envelope. No quotation shall be entertained after due date. Envelopes without subject shall be rejected.

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

Yours truly,


(Rajeev Kr. Chauhan)

Joint Registrar (IT/Sty./Dig.)
for Registrar General

CC to:- Joint Director, Delhi high Court.- for uploading on the official website of the Delhi High Court