

On Website of Delhi High Court  
**IN THE HIGH COURT OF DELHI AT NEW DELHI**  
F.No.711/SA-5/Comp./DHC/No. 12948

Dated: 17.09.21

From,

The Registrar General  
Delhi High Court  
New Delhi

To,

(on the website of Delhi High Court)

**Sub: Tender inviting quotations for purchase of 24" Monitors**

Sir/Madam,

This Court intends to purchase 24" Monitors, with the following technical specifications:-

S.No.	Description	Value
1	Screen Size (Class)	24 Inch
2	Aspect Ratio	16:9
3	Panel Type	IPS
4	Resolution	1,920 x 1,080
5	Display Port	1
6	HDMI	1
7	VGA Port	1
8	USB Hub Down Ports	2
9	USB Hub Version	USB 2.0x2 or USB 3.0x2
10	Power Supply	AC 100~240V
11	Warranty	5 Years onsite from OEM

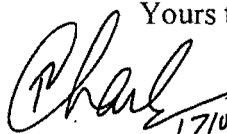
**\*Note:** The supplier must submit duly filled in technical compliance sheet as per (Annexure-A) along with the quotation. Non compliance will lead to rejection of the quotation.

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

1. The authorised vendor(s) are requested to submit the necessary quotation(s) along with the copy of current authorization letter of the OEM 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 08-10-2021 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 purchase of 24" Monitors**" and due date 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 quotations.**
7. 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.
8. **Quotations with less period of validity of rates shall be summarily rejected.**
9. No quotation shall be entertained **after due date**. Envelope(s) **without subject** as referred to above shall be **summarily rejected**.
10. **The quotation must be tendered strictly in the format mentioned in Annexure-'A' & Annexure 'B' of this tender. Quotation(s) offered in other format shall be liable to be rejected.**
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 completion of the purchase order placed upon 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 from participation 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-'C'**) that the firm or its 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 firm/vendor wants any clarification regarding this Tender, Mr. Zameem Ahmad Khan, JD (IT) at Tel. No. 011-43010101 (Ext. 4563) may be contacted.

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

Yours truly,  
  
(Rajeev Kumar Chauhan)  
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’**

**Technical Specification of 24” Monitor**

S. No.	Description	Value	Compliance Yes/No
1	Screen Size (Class)	24 Inch	
2	Aspect Ratio	16:9	
3	Panel Type	IPS	
4	Resolution	1,920 x 1,080	
5	Display Port	1	
6	HDMI	1	
7	VGA Port	1	
8	USB Hub Down Ports	2	
9	USB Hub Version	USB 2.0x2 or USB 3.0x2	
10	Power Supply	AC 100~240V	
11	Warranty	5 Years onsite from OEM warranty	

**Annexure - ‘B’**

**Price Bid**

Name of OEM & Model Code	Unit Price (without taxes)	Tax Rate (%)	Total Price (incl. of tax)	Remarks, if any

**Annexure- ‘C’**

**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:-