

**IN THE HIGH COURT OF DELHI AT NEW DELHI**

F.No.232/Comp./DHC/No. 344

Dated: 06/01/2021

From,

The Registrar General  
Delhi High Court  
New Delhi

To, (On the website of High Court)

**Sub: Quotation for AA and AAA Original Duracell Batteries.**

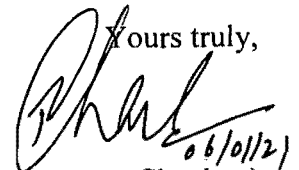
This Court intends to purchase 100 nos. of 'AA' and 100 nos. of 'AAA' Duracell Batteries for use of this Court.

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

1. Interested vendors are requested to submit the necessary quotation(s) for the purchase of 'AA' and 'AAA' original Duracell Batteries .
2. Sealed envelope containing the quotation must reach to the AOJ (IT & Stationery Branch), Lawyers' Chamber Block-III, Room No. 6, Ground Floor, Delhi High Court on or before 27-01-2021 till 5:00 P.M.
3. 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 mentioned.
4. Quotations with less period of validity of rates shall be summarily rejected.
5. The envelope should be addressed in the name of "The Registrar General, Delhi High Court, New Delhi"
6. The subject "Quotation for AA and AAA Duracell Batteries." and due date should be superscribed on the envelope.
7. No quotations shall be entertained after due date. Envelope(s) without subject shall be summarily rejected.
8. It may be noted that the final rates should be mentioned as unit price inclusive of GST and taxes applicatble should be clearly and separately mentioned.
9. The selected L-1 firm shall be bound to supply the required item within fourteen (14) working days from the date of issuance of Purchase Order, failing which the purchase order issued shall be deemed to be cancelled without entertaining any communication in this regard unless sufficient cause is shown (supported by documentary proof) for such lapse.
10. In case the Purchase Order issued to L-1 firm cancelled, due to non-supply of goods within the stipulated period, L-2 firm will be awarded the Purchase Order.
11. If multiple quotations submitted by a firm/vendor, all such quotations submitted shall be liable to be rejected at the first instance.
12. 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.

This Court reserves the right to modify/amend the quotation letter/terms & conditions at a later stage and to increase or decrease the quantity depending on the requirement. This Court also reserves the right to place the Order fully/partially to different firms/vendors.

Yours truly,



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

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