

IN THE HIGH COURT OF DELHI AT NEW DELHI

F.No.336(III)/DA-2/IT/DHC/No.

05(IT)

Dated: 28-01-2022

From,

The Registrar General
Delhi High Court
New Delhi

To, (On the website of High Court)

Sub: Tender calling quotation(s) for purchase of 12 Volts 7AH SMF UPS Batteries of reputed make with maximum warranty.

This Court intends to purchase one hundred (100) nos. of 12 Volts 7AH SMF UPS Batteries of reputed make with maximum warranty in two equal installments for use of this Court.

The terms & conditions of this tender are as under:

1. The firm(s)/vendor(s) (**Based in Delhi/NCR Region**) authorised by OEM are requested to submit the necessary quotation(s) for the purchase of 12 Volts 7AH SMF UPS Batteries of reputed make with maximum warranty alongwith current authorization letter from OEM. The firm(s)/vendor(s) will also have to annex copies of P.Os issued by Govt./PSU Bodies in their favour for supply of such kind of reputed make batteries.
2. Sealed envelope containing the quotation & documents referred to above must reach to the AOI (IT & Stationery Branch), Lawyers' Chamber Block-III, Room No. 6, Ground Floor, Delhi High Court on or before 18/02/2022 till 5:30 P.M.
3. The validity of rates should not be less than 180 days from the last date of submission of quotation.
4. Quotations with less period of validity of rates shall be summarily rejected.
5. The quotations must be tendered strictly in the format mentioned in **Annexure 'A'** of this tender. Quotations offered in any other format than prescribed shall be liable to be rejected.
6. The firms/vendors offering NET rate (rate without tax component) claiming that they are mandatorily not required to be registered under the GST Act shall submit NET rates only in their quotation and need not mention tax rate/amount and are, further required to submit supporting documents in support of exemption from registration under GST Act viz. CA's Certificate, Copy of Notification issued by Govt of India/Govt of NCT of Delhi duly attested under the seal of the firm to this effect with the quotation. The vendor exempted from Registration under GST Act shall also submit Affidavit of Rs.10/- on non-judicial stamp paper affixed with Rs.5/- Notarial Stamp duly notarized by Notary Public as per **Annexure 'B'**.
7. The envelope should be addressed in the name of "The Registrar General, Delhi High Court, New Delhi".
8. The subject "Quotation for 12 Volts 7AH SMF UPS Batteries." and due date should be superscribed on the envelope.
9. No quotations shall be entertained after due date. Envelope(s) without subject having been mentioned on them shall be summarily rejected.
10. The selected eligible L-1 firm shall be bound to supply the required item within twenty one (21) 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.
11. In case the Purchase Order awarded to the eligible L-1 firm cancelled due to non-supply of goods within the stipulated period, the Purchase Order will be awarded to the next eligible L-2 vendor/firm.
12. If multiple quotations are submitted by a firm/vendor, all such quotations submitted shall be liable to be rejected at the first instance.
13. The firm/vendor shall also have to give an undertaking (as per **Annexure- 'C'**) 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.

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.

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.

Yours truly,

Deepti
28/11/2022

(Deepti Chhabra)
Deputy Registrar (IT/Sty.)
for Registrar General

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

Annexure - 'A'

Name of the firm:- _____ Address of the Firm: _____
 Contact No.: _____ Email Address: _____

Price Bid

Description of Product (A)	Price offered for one unit (Without taxes) in Rs. (B)	Tax Rate (%)	Tax Amount for one unit (in Rs.) (C)	Total Price offered for one unit (incl. of taxes) or NET Price offered for one unit by the vendor exempted from registration under the GST Act (D)	Under-taking furnished (Yes/No) (E)	Validity of Rates: (180 days or more) (F)	Warranty (G)	Remarks (if any) (H)
12 Volts 7AH SMF UPS Batteries (of reputed Make)								

Make /model of the Battery _____

Price as at column (D) in words :- _____

Signature of the authorised Signatory
of the firm/company/organization

Official Stamp/Seal

Date:

Place:

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/organization

Official Stamp/Seal

Date:

Place:

[AFFIDAVIT ON RS.10/- NON JUDICIAL STAMP PAPER DULY NOTORIZED BY
NOTARY PUBLIC AFFIXING RS.5/- NOTARIAL STAMP]

I, _____, S/o Shri/Smt. _____, Resident of
_____ Partner/Director/Proprietor of
M/s. _____ solemnly affirm/ authorised to solemnly affirm on behalf of
M/s. _____ and state as under:

1. That M/s. _____ is exclusively engaged in supply of Goods in Delhi/NCR Region and not making any inter-state supply.
2. That the turnover of M/s. _____ was less than Rs. 40 lakh in the financial year 2020-21.
3. That the turnover of M/s. _____ has not crossed the 'threshold exemption limit' of Rs. 40 lakh in the current financial year 2021-22.
4. That I _____, on behalf of M/s. _____ solemnly undertake that at the point of time the turnover of the firm will cross the threshold exemption limit of Rs.40 lakh, M/s. _____ will be registered under GST Act and will comply the provisions mentioned in the GST Act.
5. That M/s. _____ claiming exemption to be registered under GST Act, hence not mentioning GST rate percentage in the offer of quotation.
6. That M/s. _____, if declared eligible in the tender process will claim only the net price exclusive of GST.

DEPONENT

Signed at _____ on the _____ day of _____.

VERIFICATION

I, _____ the above named deponent solely state that the contents of the affidavit above are true to the best of my personal knowledge and nothing material has been concealed or falsely stated.

DEPONENT