

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

F.No.700/Comp./DHC/No. 5052

Dated: 16/03/2021

From,

The Registrar General  
Delhi High Court  
New Delhi

To, (On the website of High Court)

**Sub: Tender calling quotations for purchase of '128 GB Dual Drive USB & Type C' of reputed make with maximum warranty.**

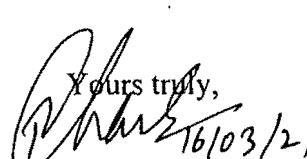
This Court intends to purchase '128 GB Dual Drive USB & Type C' of reputed make with maximum warranty for use of this Court.

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

1. Authorized vendors are requested to submit the necessary quotation(s) for the purchase of '128 GB Dual Drive USB Type C' of reputed make with maximum warranty **alongwith current authorization letter from OEM.**
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 **06.04.2021** 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 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 '128 GB Dual Drive USB & Type C' and due date should be superscribed on the envelope.
7. No quotations shall be entertained after due date. Envelope(s) without the 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 applicable should be clearly and separately mentioned.
9. The selected 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.
10. In case the Purchase Order awarded to 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.
11. If multiple quotations submitted by a firm/vendor, all such quotations submitted shall be liable to be rejected at the first instance.
12. The firm/vendor shall also have to give an **undertaking** (as per Annexure- 'A') 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.
13. 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.

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.

**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 also 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: