# OFFICE OF THE PRESIDENCY SMALL CAUSE COURT, CALCUTTA.

2 & 3, Kiran Shankar Roy Road, Kolkata – 700 001.

## INVITING TENDER.

**No. TEN/6/17** **Dated : 09/11/2017**

In terms of G. O. No. 4411-F(Y) dated 04/06/2015, scheme under provisions of item 25(c)(iv) to schedule 'A' under Rule 18 of Delegation of Financial Power Rules, 1977 and approval of Ld. Chief Judge of this Court dated 05/09/2017 and 09/11/2017 on behalf of the Presidency Small Cause Court, Calcutta, sealed Tenders are invited for proper technical Annual Maintenance Contract (AMC) of three photocopier machines being model No. KONICA MINOLTA Bizhub-195 of this Judgeship for the period of One Year under the "Comprehensive Operational Scheme" including all spares, parts, components, ancillary components facials/cosmetic items/plastic-parts/film-unit(s)/fuser-assembly/rollers/blades/lenses/glasses/lamps etc.

Photocopier Machines may be inspected by intending participants before 18/11/2017 between 11:00 A.M. to 5:00 P.M. during office working days for ascertaining present condition of above-mentioned photocopier Machines.

The Authority may accept the tender from the concern whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

The Authority reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time.

The Sealed Tenders are to be submitted in the office of the English Department, Presidency Small Cause Court, Calcutta on the Sixth floor of the City Civil Court Building between **11 AM and 5:00 PM** on any working day during the above-mentioned period. No Tender shall be accepted after **5 PM on 18/11/2017.**

The Sealed Tenders will be opened on **20/09/2017 at 3:30 PM** in presence of the intending bidders or their authorized representatives in the Chamber of the Registrar of this Court on the 4th floor of the Block Side, City Civil Court Building, Calcutta.

Registrar,
Presidency Small Cause Court,
Calcutta.

Registrar
Presidency Small Cause Court
Calcutta