

Government of India
Ministry of Law and Justice
Department of Justice

Jaisalmer House, 26, Mansingh Road,
New Delhi - 110011
Dated 27.01.2016

No. 15011/47/2014-JUS(AU)

Subject: Quotations for Supply of JK Copier A4 Size Reams 75 GSM - regarding

Sir,

I am directed to refer to subject mentioned above and to invite sealed limited tender for supply of 900 Reams of JK Copier A4 Size Reams 75 GSM. The supply of the reams is to be made by awarded vendor on monthly basis or as per the requirement of Department. The details of which are as under:-

| Serial No. | Particulars of Computers | Make | Unit Price |
|------------|-------------------------------------|----------------|------------|
| 1. | JK Copier Make A4 Size Reams 75 GSM | JK Copier Mill | |

2. The bidders shall have to furnish as a part of the bid, an earnest money deposit of an amount of Rs. 3,000/- in the form of DD/Bankers Cheque from any scheduled bank in favour of DDO, ML&J, New Delhi.

3. The bid security of the unsuccessful bidders will be returned at the earliest after the award of the contract.

4. The successful bidder shall have to furnish performance security for an amount equal to 5% of the value of purchase within seven days from the date of issue of purchase order by the Ministry. The performance security shall be in the form of Bank Guarantee (at least for a period of 06(Six) months) issued by a scheduled bank. The earnest money deposit will be refunded to the successful bidder on receipt of performance security.

5. A copy of PAN/TAN may also be furnished.

6. The bidder may quote price inclusive of VAT & other taxes for item mentioned above.

7. The sealed quotation may be super scribed "Quotation for A4 Size Paper Reams" and should be addressed to Under Secretary, Ministry of Law and Justice, Room No. 19,

Administrative Section, Department of Justice, Jaisalmer House 26, Mansingh Road, New Delhi- 110011. The envelope containing the Tender Documents may be received in the above mentioned room by Wednesday, the 10th February, 2016, by 03:00 P.M. (IST). The tender will be opened on the same day at 03:30 PM in the presence of three officers and the representatives of the tenderer. Quotations received after due date and time will not be accepted.

8. The Ministry of Law & Justice reserves the rights to reject any or all of the tenders without assigning any reason thereof, and would not be responsible for any postal delay.

9. Any dispute arising in the matter shall be resolved through an arbitrator to be nominated by Joint Secretary (Administration) in the Ministry.

10. The tender shall be subject to the Indian Laws and Jurisdiction of the courts, located in Delhi.

Yours Faithfully,



(Prem Lata Kaushik)

Under Secretary to the Govt. of India