

MEDIATION AND CONCILIATION PROJECT COMMITTEE,
SUPREME COURT OF INDIA

**Room No. 127, B- Block,
Additional Building Complex,
Near Supreme Court Metro Station,
New Delhi -110001**

Dated : 06.11.2020

Last date of Tender : 23.11.2020

NOTICE FOR SUPPLY AND INSTALLATION OF WINDOW -10
PROFESSIONAL

Sealed quotations are invited for supply and installation of three Window -10 professional (Original) for use in the Mediation & Conciliation Project Committee, Supreme Court of India, New Delhi

TERMS AND CONDITIONS

1. The vendors are required to quote their lowest rate per unit for above mentioned
2. The quotation may be sent by post/by hand so as to reach this office within time. If quotation is sent through messenger, an authority letter from the vendor with proof of his identity may also be given to the messenger.
3. Hypothetical or conditional quotation will not be entertained. quotation once submitted shall not be allowed to be withdrawn or altered. If the quotation is withdrawn or altered by the concerned party at any time after it is submitted, appropriate action may be taken.
4. Execution of the supply is to be done very expeditiously but not later than a week from receipt of purchase order. In case supply is not done within the stipulated time necessary action as may deem appropriate by the MCPC shall be taken.
5. Overwriting/over-typing or erasing of the figures which render it doubtful or ambiguous are not allowed and shall render the quotation invalid.
6. The MCPC will deal with the vendors directly and no middle-men/ agents/ commission agents etc. should be asked to represent their case and they will not be entertained by the MCPC .

7. The MCPC in its discretion, reserves the right to reject or accept the quotation, partly or completely, at any time without assigning any reason thereof.
8. The firms fulfilling the above terms and conditions may submit their sealed quotation in envelopes for supply of Window10 (professional) The sealed quotation will be accepted **on or before 23rd November, 2020 at 3.00 p.m.** Alternatively, the Vendors may sent the quotations by Registered post/Speed Post/Courier to the undersigned at the address "**Room No. 127, B- Block, Additional Building Complex, Near Supreme Court Metro Station, New Delhi -110001**" so as to reach before the date and time of receipt. The quotations received after due date and/or time will not be entertained.



[Mezivolu T. Therieh)
Secretary
Room No. 127, B- Block,
Additional Building Complex,
Near Supreme Court Metro Station,
New Delhi -110001

Encl : ANNEXURE "A",

ANNEXURE - 'A'

MEDIATION AND CONCILIATION PROJECT COMMITTEE,
SUPREME COURT OF INDIA

**Room No. 127, B- Block,
Additional Building Complex,
Near Supreme Court Metro Station,
New Delhi -110001**

Dated : 6th November, 2020

Last date of Tender : 23rd **November, 2020**

**PROFORMA TO BE FILLED BY THE VENDORS FOR SUPPLY OF WINDOW-10
PROFESSIONAL**

1. Name and address of the Firm :
2. Phone & Fax number & e-mail ID :
3. Name of the Contact Person with
Mobile Number. :

Details /rates of the items.

Sl. No.	Brand name and models	Rate per unit for supply.	Rate of tax/VAT/GST, if any.	Total net cost for supply and of items

5. Discount, if any.

Signature
[Name of firm with stamp]