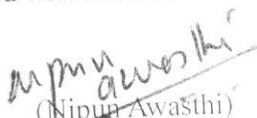


OFFICE OF THE DISTRICT & SESSIONS JUDGE, EAST DISTRICT  
KARKARDOOMA COURTS, DELHI

NOTICE INVITING QUOTATIONS

Sealed quotations are invited from agencies towards the purchase of waste papers etc., which come out from Library and Record Rooms at Karkardooma Courts, Delhi as per the mentioned below terms & conditions :-

1. The work will be awarded to the highest bidder.
2. The approved rates will remain valid for a period of six months from the date of award of work.
3. The rates will be quoted by bidder clearly in Rupees per Kilogram in figure as well as in words. Any type of overwriting in price bid will lead to rejection of the quotation.
4. Security amount of Rs. 5,000/- in the form of Pay Order as Demand Draft in favour of the Ld. District & Sessions Judge, East District, will be deposited within 10 days from the date of award of work and will be retained with CTB (East) during the period of contract.
5. Amount commensurate to the weight of removed waste paper will be deposited with the Caretaking Branch (E) in cash instantly.
6. The sealed quotations will be submitted in Caretaking Branch (East), Room no. 312, 3<sup>rd</sup> floor, A-Block, Karkardooma Courts.
7. The last date of submission of sealed quotations in Caretaking Branch (East) is 10<sup>th</sup> August, 2015 upto 3 pm.
8. The sealed quotations will be opened by the Condemnation Board on 11<sup>th</sup> August, 2015 at 4 pm at Judges' Lunch Room, 3<sup>rd</sup> floor, Karkardooma Courts, Delhi.
9. The quotation which will be found incomplete will be rejected by the Board without providing another opportunity.
10. No EMD will be charged from the bidders for quoting their bid.
11. Quotations must be unconditional.
12. In case of any clarification, the bidders can contact in Caretaking Branch (East), Karkardooma Courts.
13. Contractor has to produce documentary proof i.e. Ration Card/Election Commission Card/Telephone bill/Electricity bill as a residence proof.
14. The following information will be indicated on the envelope containing tender :-
  - a) Closing date of bid.
  - b) Quotation for contract of collection of waste papers that come out from day to day cleanliness at Karkardooma Courts.
  - c) Name of the firm/Bidder.
15. Bidder submitting a quotation would be presumed to have considered and accepted all the terms and conditions. No inquiry verbal or written shall be entertained in respect of acceptance / rejection or the tender.
16. The quotation, which will be found incomplete, will be rejected by the Board without providing another opportunity. Department reserves the right to reject the quotation if the contractor does not fulfill the terms & conditions enclosed with the form.

  
(Nipun Awaṣṭhi)  
Administrative Civil Judge (East)  
Karkardooma Courts, Delhi.