



NATIONAL JUDICIAL ACADEMY

Bhadbhada Road, Suraj Nagar P.O. Bhopal - 462044 (M.P.)
Tel.: EPABX 0755 - 2432500, Fax : 0755 - 2696904

No. NJA/Admn/Chem.Purchase/ 5118 - 5125
November 09, 2017

Sub: Empanelment of the agency for supply of Chemicals for Water Treatment Plant

The National Judicial Academy is a registered society fully funded by the Government of India. The Academy intends to purchase chemicals for Water Treatment Plant of the Academy, as below:

S.No	Description of the item	Approx.req.	Offered unit rate (inclusive all taxes)
1.	Sodium Hypochlorite (12.5% Solution)	5000 Ltrs.	
2.	Non Ferric Alum	3000 Kgs.	

Terms & Conditions:

1. No advance payment is admissible for the supply. Payment will be made after satisfactory supply of material.
2. Rates should be inclusive of all charges on door delivery basis and tax component, if any, shall be shown separately in the final bill for payment.
3. The payment will be made after deduction of tax at source as per applicable laws.
4. Supply of material should be ensured within 15 days from the date of acceptance of order. The delay in supply of material, without appropriate reasons, shall attract a penalty of Rs.200/- per day subject to maximum of 10% of the bill.
5. The empaneled agency has to deposit 5% of the estimated cost of the work as performance security in the form of A/c Payee Demand Draft or FDR issued by any Commercial Bank in favour of National Judicial Academy, payable at Bhopal. (FDR in joint form is not acceptable).
6. Performance security will be released after 30 days from date of completion of work.
7. Premature termination of empanelment may attract forfeiture of performance security.
8. Rates quoted should be valid for a minimum one year which may further be extended on mutual consent.
9. The Academy reserves the right to cancel the offer at any time without assigning any reason(s) whatsoever.
10. The quantity shown is only an estimate for calculation purpose.

You are requested to submit your offer in a form of letter, fax (0755-2432587), e-mail (registraradmin@nja.gov.in) superscribing "Quotation for supply of Chemicals" addressed to the undersigned latest by **21st November, 2017**.

K. Uthirapathy
Registrar (Administration)

Copy to:

1. Website/Network system Administrator – for uploading on NJA website.
2. Notice Board(s)