



National Law University and Judicial Academy, Assam

(Established by Assam Act No. XXV of 2009)

No.: NLUA/IT/F/LICENSES/2016-17/1041 / 1186

Date: 03-11-2021

SHORT NOTICE INVITING QUOTATIONS

This short notice invites quotations from authorized firm/vendor, affixed with non-refundable Court Fee Stamp of Rs. 8.25, for supply of the following item for National Law University and Judicial Academy, Assam. The same will be received at the office of the Registrar, NLUJA, Assam during office hours on or before **17-11-2021 (02:00 PM)**. Tender box will be opened on the same day at **02:30 PM**. The Quotationer/Tenderer or its authorized agents may remain present at the time of opening of the quotations.

Sl. No.	Item Description	Qty.	Total Amount Including GST
1	MS Office Standard 2019 Academic Make: Microsoft Volume License (The Microsoft Office License should be compatible with macOS)	05 nos.	

Terms and Conditions:

1. The rates should be quoted as shown against the item and should be inclusive of GST/taxes applicable at any point of time.
4. The sealed envelope should bear the following 'superscription' on the top:
"The Registrar, National Law University and Judicial Academy, Assam".
5. The undersigned reserves the right to accept or reject any quotation without assigning any reason thereof.
6. Each firm/vendor must have **GST Registration, Trade License, Income Tax Clearance Certificate, PAN Card**. A copy of the same must be submitted along with the Quotation/Tender.
7. Bill must be submitted within 15 (fifteen) days of supply, along with work order for payment.
8. Any firm/vendor indulging in malpractice or adopting unfair means will be barred from working with the University.
9. Past record of the vendor/firm will be duly considered while awarding the work.
10. Screening procedure may factor in other conditions deemed to be just, fit and proper at that point of time.



Registrar

Memo No: NLUA/IT/F/LICENSES/2016-17/1187-1190

Date: 03-11-2021

Copy to:

1. P.S. to VC for kind appraisal of the Hon'ble Vice-Chancellor.
2. System Administrator, NLUJA, Assam with a request to upload in the University website.
3. Notice Board
4. Office File



Registrar