

GUJARAT STATE JUDICIAL ACADEMY
Sola, Ahmedabad

Abridged Notice Inviting e-Tender
[RFP for Supply of Trolley Bags with GSJA Logo]

Online e-tenders are invited from reputed, experienced and financially sound manufacturers/ authorized suppliers for the supply of trolley bags.

The detailed tender notice and tender document for the supply of trolley bags can be seen from the website <https://tender.nprocure.com/> and <https://gujarathighcourt.nic.in/tenders>.

Any amendment, update regarding these bids will be published on the websites only. The last date for online submission of price bid on website <https://tender.nprocure.com/> is 23/03/2026 by 05:00 p.m. The bidder have to submit Tender Fee, Earnest Money Deposit and supporting documents on 24/03/2026 at 12:00 p.m.

The Gujarat State Judicial Academy may add, alter, and delete any condition, paragraph, etc., at any time before the acceptance of the Tender.

The decision of the Director, GSJA in regard to acceptance of any, or rejection of all tenders will be final and binding.

✓
13/03/2026


Director

Gujarat State Judicial Academy

**GUJARAT STATE JUDICIAL ACADEMY
HIGH COURT OF GUJARAT,
SOLA, AHMEDABAD – 380 060**

**REQUEST FOR PROPOSAL (RFP) FOR
SUPPLY OF TROLLEY BAGS WITH GSJA
LOGO FOR JUDICIAL OFFICERS AND
OTHER TRAINEE PARTICIPANTS**

TENDER NO. GSJA/RFP/01/2026

Published On 16/03/2026

Last date of online submission of Tender Bid:

23/03/2026

On eProcurement portal

<https://tender.nprocure.com/>

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1. INVITATION TO TENDER

The Gujarat State Judicial Academy (hereinafter "GSJA") intends to purchase **Trolley Bags (with GSJA Logo)** to be provided to the participant Judicial Officers and Other participants (Staff of High Court/District Judiciary) of the e-Committee Special Drive Training and Outreach Program. Therefore, the GSJA intends to invite offers through the eProcurement Portal to purchase trolley bags, this Request for Proposal (RFP) document is published for e-tendering process and therefore tenders are invited from reputed, experienced and financially sound manufacturers/ authorized suppliers for the supply of trolley bags.

The GSJA intends to purchase the Trolley Bags bearing the GSJA Logo in the quantity mentioned below.

SR.	TARGET GROUP	Approx Number of Trolley Bags	Rate per Trolley Bag In Rupees
1	Judicial Officers	1200	Not Exceeding Rs.2400/-
2	Staff of High Court and District Judiciary	12000	Not Exceeding Rs.1400/-

Note: GSJA reserves right to increase or decrease the quantity of above-said trolley bags.

2. SPECIFICATION OF BAGS

A - FOR JUDICIAL OFFICERS OF THE STATE

Quantity: 1200 (GSJA will purchase one of the four products mentioned below)

SR. NO.	1
BRAND	SAFARI
PRODUCT NAME	LAPTOP TROLLEY BAG - FRONT OPEN
PROUDCT CODE	TRIDENT 57
SPECIFICATIONS	Features 100% PP 8W Fixed Combination TSA Lock Two way opening front open compartment for laptop Secure Zipper Push button Trolley Size - 57x38x24 cms. 5 years warranty

SR. NO.	2
BRAND	SWISS MILITARY
PRODUCT NAME	LAPTOP OVERNIGHTER BAG FRONT OPEN
PROUDCT CODE	MARSHAL
SPECIFICATIONS	100% ABS Material Seprate 14" Screen Laptop Water and Scratch Resistant 360 D Free wheels Built in Lock In Comfortable Side Handle Size : 48x38x27 cm 5 years warranty

SR. NO.	3
BRAND	SWISS MILITARY
PRODUCT NAME	LAPTOP TROLLEY BAG - FRONT OPEN
PROUDCT CODE	PRIMUS
SPECIFICATIONS	100% ABS Material Seprate 15.6" Screen Laptop Water and Scratch Resistant 360 D Free wheels Built in Lock In Comfortable Side Handle Size : 55x35x27 cm 5 years warranty

SR. NO.	4
BRAND	SWISS MILITARY
PRODUCT NAME	LAPTOP TROLLEY BAG - FRONT OPEN
PROUDCT CODE	SPECTRA
SPECIFICATIONS	100% PP Material Separate Front Open Laptop Compartment Water and Scratch Resistant 360 D Free wheels Built in Lock In Comfortable Side Handle Size : 55x35x25 cm 5 years warranty

B - FOR STAFF OF HIGH COURT AND DISTRICT JUDICIARY

QUANTITY: 12000 (Approx) (GSJA will purchase one of the two products mentioned below)

SR. NO.	1
BRAND	SAFARI
PRODUCT NAME	TROLLEY BAG CABIN SIZE
PROUDCT CODE	ALTIUS IO 55
SPECIFICATIONS	Features 100% PP 8W Fixed Combination Lock Contrast colour beading Push button trolley Size: 55 x 40 x 25 3 years warranty

SR. NO.	2
BRAND	SAFARI
PRODUCT NAME	LAPTOP OVERNIGHTER BAG
PROUDCT CODE	PROTINIUM
SPECIFICATIONS	Features 100% PC 8W Fixed combination lock Laptop compartment Premium lining Size - 50x40x24 cm 3 years warranty

3. ELIGIBILITY CRITERIA

- a) The Bidder shall be a registered firm/company in India under the relevant rules/regulations.
- b) The Bidder must have a minimum 5 Years' experience in supply of SIMILAR PRODUCTS prior to the publication of this RFP, as authorized distributor / dealer / seller / reseller of relevant company Bags.
- c) The Bidder must have a minimum turnover of Rs. 04 (Four) Crore per Year, in the last three financial years i.e. 2022-2023, 2023-2024 and 2024-2025. The copies of Audited Annual Accounts for those three financial years, with certification of the Chartered Accountant shall have to be submitted along with the bid as stated in Proforma P1.
- d) Bidders shall have to submit authorization letters from Safari/Swiss Military, confirming them as authorized dealers/distributors.
- e) The Bidder must possess a valid GST/PAN Registration number.
- f) The Bidder should not have been blacklisted / banned / declared ineligible / declared having dissatisfactory performance by any Government / Quasi-Government Authority in India or by Hon'ble the High Court of Gujarat.
- g) Bidders, who wish to participate in this Bid, shall submit:
 - I. Financial bid in **online mode only** on eprocurement portal (<https://tender.nprocure.com/>) and there shall be no submission of Financial/Commercial Bids in hard copy.
 - II. All Technical bids in physical mode only at **Gujarat State Judicial Academy**, Behind High Court of Gujarat, Sola, Ahmedabad.

4. TENDER FEE

- a) **Rs.15,000/= (Rupees Fifteen Thousand Only)** by a Demand Draft/Pay Order drawn in favour of "**The Registrar, High Court of Gujarat, Ahmedabad**" payable at the State Bank of India, High Court complex Branch.

b) Exemption from Paying Tender Fee:

Following enterprises/organizations shall be exempted from paying tender fee upon submitting relevant documents:

- I. Micro and Small-Scale enterprises which participate directly in the tendering process for the service which they are providing and have Udyam registration for service under procurement and having registration with National Small Industries Corporation
- II. Startups which participate directly in the tendering process for the service which they are providing and recognized by DPIIT under the Start-up India Program and have obtained Udyam registration & NSIC registration as MSE.
- III. State Government recognized organizations like (i) Organizations for blinds, dumb and deaf, disabled, mentally disabled persons; (ii) Women's self-help group recognized by Gujarat Livelihood Promotion Company: which participate directly in tendering process for the service which they are providing.

5. EARNEST MONEY DEPOSIT (EMD)

- a) All the Bidders will have to submit Earnest Money Deposit (EMD) of Rs.6,00,000/- (Rupees Six Lakh Only) in separate cover specifying thereon as **"EMD for the Tender No. GSJA/RFP/01/2026"** alongwith Technical Bid Documents and Bidder Eligibility Documents in physical mode.
- b) EMD shall be submitted in the form of Demand Draft (D.D.), in a separate Cover (which should be valid for 3 months from the date of Bid submission for this RFP) of any Nationalized Bank including Public Sector Bank or Private Sector Banks or Banks (Having branch at Ahmedabad/Gandhinagar) as applicable vide Government Resolutions / instructions issued by the Finance Department from time to time. The D.D. should be in the name of **"Registrar, High Court of Gujarat"** payable at the State Bank of India, High Court Complex Branch.
- c) Failing to submit EMD, while submitting physical Technical Bid Documents and Bidder Eligibility Documents, shall lead to rejection of the Bid.
- d) Unsuccessful/disqualified bidder's EMD will be returned without any interest as promptly as possible, but not later than 15 days after the expiry of the period of bid validity OR upon the successful bidder signing the Contract and furnishing the Performance Bank Guarantee @ 5% of the total order value, whichever is earlier.

- e) In exceptional circumstances, the GSJA may solicit the bidder's consent to an extension of the period of validity of the EMD. The request thereof and the responses thereto shall be in writing. A Bidder may refuse the request without forfeiting its EMD. A Bidder agreeing to the request will not be permitted to modify the submitted bid.
- f) EMD of successful bidder will be returned without any interest upon the successful bidder signing the Contract and furnishing the unconditional Performance Bank Guarantee @ 5% of the total order value.
- g) EMD must be submitted as above, no exemption on any ground shall be granted from submitting EMD to any Bidder.

h) EMD may be forfeited:

- a) If the bidder withdraws its bid during the period of bid validity
- b) If the bidder is found to be involved in fraudulent practices.
- c) In case of a successful bidder, if the bidder fails:
 - i. To sign the Contract as required by this RFP within the stipulated time limit mentioned in this RFP / Purchase Order and / or
 - ii. To furnish unconditional Performance Bank Guarantee as required in this RFP / Purchase Order and / or
 - iii. To submit the copy of purchase order with acceptance thereof within 3 days of receipt of the Purchase Order.
- d) The High Court of Gujarat also reserves the right to blacklist such bidder(s) whose EMD has been forfeited as above, from participating in future tenders if sufficient cause exists

6. TENDER TIMELINES:

- a) This tender RFP has been made available on the website of High Court of Gujarat at <https://gujarathighcourt.nic.in/tenders> on 16/03/2026. Bidder can download Document from eProcurement Portal (<https://tender.nprocure.com/>) from 16/03/2026.

- b) Online submission of financial bid on e-procurement portal (<https://tender.nprocure.com/>) will be accepted till 05:00 PM on 23/03/2026. **There shall be no submission of financial bid in hard copy.**
- c) The Bidders shall submit Tender Fee, EMD, technical bid documents and bidder eligibility documents, duly signed and sealed, in hard copy (except the financial Bid), at 12 noon on 24/03/2026 i.e. next working day of the closure of timelines for submission of online Bids on the eprocurement portal, to the Gujarat State Judicial Academy addressing it to the Director, GSJA. Bidders and/or their representatives authorized as mentioned at Annexure-A1 shall have to remain present on that date and time with EMD, technical bid document and bidder eligibility documents, duly signed and sealed, in hard copy (except the financial Bid) at the GSJA. No Bid cover will be accepted through any messenger / delivery person in absence of the authorized representative. All these documents (not the financial/commercial Bid) shall be opened at that time. An acknowledgement in the prescribed proforma shall be given to the Bidders by the team of officers and also counter signed by the Hon'ble Director, GSJA or a Person appointed by him. The eligibility criteria and technical evaluation shall be undertaken based on these physically submitted documents only.
- d) Bids shall be valid for 60 days from the date of submission of the bid. A Bid valid for a shorter period shall be rejected as non-responsive. The Bid validity may be extended for a further period from the date of expiry of bid validity in consultation with the successful bidder. Any delay caused by the bidder in resolving any queries raised during Technical Evaluation will be considered as extension of validity of the bid.
- e) If required, the GSJA may modify the Last date and time of submission of online Bid by prior notice to be published on the eprocurement portal and on the website of High Court: <https://gujarathighcourt.nic.in/>.
- f) GSJA shall not be responsible for any delay in submission due to technical issues on the e-Procurement Portal.

7. EVALUATION & NEGOTIATION

EVALUATION:

- a) The GSJA team will first check the EMD, technical bid documents, and bidder eligibility documents that are submitted in physical form. After this evaluation, only the bidders who qualify will have their financial bids opened online, as per Proforma P2.
- b) Price bids will be opened on 25/03/2026 at 12:00 p.m., subject to verification of technical bids.

NEGOTIATION:

- a) The price offers (financial/commercial Bids) that would be submitted by the bidders on the eprocurement portal, shall be preliminary offers while the GSJA reserves its right to negotiate with qualified bidders; so as to achieve the best possible competitive rates of the offered products.
- b) The method of negotiation for the same would be as given in Method of Negotiation before the Hon'ble Committee of the High Court given at the following link :
<https://gujarathighcourt.nic.in/hccms/sites/default/files/tenders/Method%20of%20Negotiation%20before%20the%20Honble%20Purchase%20Committee%20of%20the%20High%20Court.pdf>
- c) The L1 Bidder shall be decided upon the final accepted rate to be finalized during the negotiation with all the qualified Bidders. The GSJA may also opt for selection of more than one Bidder as successful Bidders with mixed quantities. / vendor / Original Equipment Manufacturer (hereinafter referred as OEM) / warranty / technical specifications options etc.
- d) If L1 bidder fails to comply with the terms & conditions of timelines and/or other formalities to be carried out as per this RFP, the GSJA reserves the right to take up further evaluation process as mentioned above to decide the lowest bidder from the remaining bidders and also negotiate to get L1 or better prices.
- e) For the purpose of ascertaining the best price possible for the product being procured, if and as required, the GSJA may resort to the process of price discovery of the product in the open market while also keeping in consideration the requirements of this RFP.

8. PRICING

- Prices must be quoted in Indian Rupees Only.
- Offer price per unit should include all costs such as Base Price, costs of GSJA logo, delivery and all taxes (if applicable).
- Price validity: Minimum 60 days.

9. DELIVERY TERMS

- a) **Delivery Location:** The successful bidder shall be required to supply trolley bags to the respective district courts of Gujarat, strictly in accordance with the orders issued by GSJA. The exact quantity of trolley bags to be supplied to different district courts will be communicated by GSJA at a later stage.
- b) **Delivery Period:** Within 30 days from the date of award of Contract. Late delivery may lead to disqualification or penalties.
- c) Each bag must be individually packed in appropriate protective covering.
- d) Copy of delivery challan shall be submitted by the successful bidder within 14 days of delivery, with counter signing of the authorized Court Officer(s).
- e) The Successful bidder shall replace the damaged / broken item(s), if found during the delivery, with new item(s).
- f) Any deviation found in the specifications of the delivered goods from the tender specifications, will lead to cancellation of the order, forfeiture of EMD and prohibition from participation in any future procurement process of the High Court of Gujarat.

10. PAYMENT TERMS

Subject to successful delivery of the item(s) and compliance with all requirements under this RFP and the Purchase Order, payment shall be released within 30 days from the date of submission of complete invoice along with delivery confirmation and acceptance certificate duly issued by GSJA.

11. PENALTY CLAUSE FOR DELAYS, TERMINATION ETC.:

Penalty Clause for delay in delivery:

- i. If the successful bidder fails to deliver all the items as per this RFP and Purchase Order within 30 days from the date of issuance of the purchase order or any extension given by the GSJA, then a late delivery penalty of sum equivalent to one percent (1%) of the total order value shall be charged and deducted from Billed amount or Performance Bank Guarantee for each calendar week of delay or part thereof.

- ii. The Hon'ble Director, GSJA has rights to extend the delivery timeline in exceptional conditions or in any specific circumstances. Duration of timeline will be decided by the Hon'ble Director, GSJA.
- iii. In case, if the successful bidder does not supply the ordered item(s) within the given delivery timeline, it will be sufficient cause for termination of the Contract. In that case, the Performance Bank Guarantee of the successful bidder will be forfeited.
- iv. In the event of GSJA terminating the Contract in whole or in part, for default of the successful bidder, under this clause, the GSJA may procure, upon such terms and in such manner as it deems appropriate, item(s) those undelivered and the bidder shall be liable to the GSJA for any excess costs for procurement of those items. However, the bidder shall continue the performance of the Contract to the extent that is not terminated.

Termination for Default

- i. The GSJA may, without prejudice to any other remedy for breach of contract, terminate the Contract in whole or part without any notice period:
 - 1. if the successful bidder fails to supply any or all items within 30 days from the date of issuance of purchase order, or within any extension thereof granted by the GSJA.
 - 2. If the successful bidder fails to perform any obligation(s) under the Contract/Purchase Order.
 - 3. If the successful bidder is found to have engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
- ii. For the purpose of this clause:
 - 1. "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value or influencing the action of a public official in the procurement process or in contract execution.
 - 2. "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the purchaser, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the purchaser of the benefits of free and open competition.

12. WARRANTY AND MAINTENANCE SUPPORT

- a) The successful bidder shall efficiently and promptly provide comprehensive warranty and support for the entire term for the full warranty period, as warranty period mentioned in the Point no. 2: the Specifications of Bags section in this RFP, either directly or through the OEM with back to back spare parts support from the OEM.
- b) The warranty support will be at the respective locations in the District / Taluka places in the State of Gujarat, where the product would be used.
- c) The successful bidder is required to produce OEM's confirmation on OEM letterhead with Sr. Nos. of product(s) supplied for back to back warranty support as specified in this RFP.
- d) In case, during the warranty period, if the defective item is not available in the market, the successful bidder will have to supply a higher version as replacement with prior approval of the GSJA, without any additional cost.
- e) In case, the successful bidder does not provide satisfactory support & causes unwarranted delay in providing warranty and maintenance support, the GSJA reserves the right to repair/maintain the equipment at the risk & cost of the successful bidder.
- f) During the warranty period, the bidder has to resolve the problem as soon as earlier but not later than 10 working days from the date of complaint is raised. If the complaint is not resolved within 10 working days of making the complaint, the following penalty will be imposed for each day of delay, which will be recovered from Performance Bank Guarantee submitted by the successful bidder.

Penalty per item / per working day if problem is not resolved within 10 working days	
Upto initial 5 working days	If Exceeds 5 working days
Rs.200/day	Rs.400/day (here days are calculated from the completion of 10 working days)
1. Fault with any part of the item causing issues in working of the item will be considered for levying the penalty. 2. While the complaint is in the process of being resolved, if during the aforesaid penalty durations, similar or higher configuration working item is provided for use against the faulty item, the penalty will be levied for the duration during which such substituted working item was provided.	

13. Security Deposit / Performance Bank Guarantee (PBG):

- a) The successful bidder has to submit unconditional Performance Bank Guarantee (Proforma P3) of any Nationalized bank including the Public Sector Bank or Private Sector Banks or Banks (Having branch at Ahmedabad / Gandhinagar) as per applicable Government Resolution / instructions issued by the Finance Department from time to time. Amount of PBG will be @ 5% of total order value and it shall be submitted within 7 days from the date of issue of Purchase Order with validity of the warranty period plus 3 months.
- b) In any case, the successful bidder is required to maintain Performance Bank Guarantee at 5% of the total order value throughout the period of comprehensive warranty. In case of any penalty claimed from the submitted Performance bank Guarantee during the warranty period, the successful bidder is required to submit the additional unconditional Performance Bank Guarantee of the amount equal to the penalty claimed for the duration up to the validity of original Performance Bank Guarantee.
- c) Successful Bidder will have to sign the contract within 10 days after receiving the Purchase Order.
- d) PBG shall be returned within 60 days after successful completion of warranty period, subject to no pending claims.

14. OTHER TERMS AND CONDITIONS

- a) Prospective bidders should not approach the GSJA or its Officers in person or in writing, for any change in specifications. No request for any change in the specifications will be entertained or responded to.
- b) Prospective bidders are specifically directed NOT to make or cause to make any contact with any Officer/Staff of the GSJA for meeting or discussions to influence the procurement process or its outcome. Any such unauthorized / unofficial contract shall cause for immediate disqualification / debarment of the prospective bidder.
- c) The bidder shall not have been blacklisted / banned / declared ineligible or declared as having unsatisfactory performance by Hon'ble the High Court of Gujarat or any State Government or Semi Government Authority in India, and shall submit a written declaration to this effect along with the bid.
- d) The bidder is expected to examine all instructions, forms, specifications, terms and conditions of this RFP. The bid must be precise, complete and in the prescribed format as per the requirement of this RFP. Failure to furnish

all information as required in this RFP or submission of a bid not responsive to this RFP in every respect, will be at the bidder's risk and may result in rejection of the bid.

- e) Bidders shall supply the product/s mentioned in Proforma P2 itself.
- f) The bid shall be non-transferable.
- g) Incomplete bids will be treated as non-responsive and will be rejected.
- h) The make and model quoted by the bidder shall remain available throughout the bid validity and shall be duly supported with spares and OEM support for the duration of the offered warranty period.
- i) The bidder shall bear all the costs associated with the preparation and submission of the bid, and the GSJA, in no case, will be responsible or liable for these costs, regardless of outcome of bidding process.
- j) The bidder has to submit the compliance letter on the letterhead duly signed by the authorized signatory along with other supporting documents as per Proforma P4. Failing to submit the same or non compliance /deviation from any terms and conditions eligibility criteria or technical specification may result in rejection of the bid.
- k) Amendments/Corrigendum:
 - a. At any time prior to the date for submission of bids, GSJA may, for any reason, modify the RFP.
 - b. In order to allow prospective bidders reasonable time to take into consideration the amendments while preparing their bids, the GSJA, at its discretion, may extend the date for the submission of bids.
- l) Once submitted, no bid will be allowed to be modified.
- m) Offer price should include all costs such as base price, costs of GSJA logo, delivery, branding, and taxes (if applicable). The unit Price and Offer Price (inclusive all) shall have to be specifically mentioned in the respective column of financial bid.
- n) In case successful bidder is found in breach of any condition(s) of bid or Purchase Order/Contract, at any stage during the course of supply or warranty period, legal action as per rules/laws, shall be initiated against the bidder and the EMD/PBG shall be forfeited, besides debarring and blacklisting the bidder for the time period as decided by the High Court of Gujarat, for further dealings with the High Court of Gujarat and District Courts in the State of Gujarat. Such debarment/blacklisting shall also be communicated to the State Government.

- o) The GSJA reserves the right to accept or reject any bid, to annul the bidding process or to reject all bids at any time prior to the award of the Contract, without any obligation to inform any affected bidder of the reasons for such decision and without incurring any liability whatsoever to any affected bidder.
- p) The GSJA reserves its right to reject any proposal, modify or scrap the whole tender at any time without assigning any reason or incurring any liability.
- q) Whether a particular annexure/proforma has been referred to hereinabove or not, all the annexures/proforma as given hereinbelow will have to be submitted duly filled and signed by the authorized signatories with requisite authentication /execution /attestation etc. as applicable/written therein. Also that, if a certain document/certificate/undertaking/letter etc. is not mentioned in the annexures/proforma hereinbelow but have been referred to in this RFP for being submitted by the bidder, the same will have to be submitted accordingly.
- r) The successful bidder will not be allowed to reassign/subcontract the Purchase Order issued. Any such act will render the EMD/PBG forfeited and make the contract liable to be cancelled.
- s) Wherever the term 'working days' is mentioned in this RFP, the same would mean the working days as per the calendar of the High Court published on the official website.

15. FORCE MAJEURE

- a) Force Majeure shall mean and be limited to the following:
 - I. War / hostilities
 - II. Riot or Civil commotion
 - III. Earthquake, flood, tempest, lightening or other natural physical disaster.
 - IV. Restrictions imposed by the Government or other statutory bodies which prevents or delays the execution of the order by the successful Bidder.
- b) The successful Bidder shall advise the Gujarat State Judicial Academy by a registered letter duly certified by the local statutory authorities, the beginning and end of the above causes of delay within seven (7) days of the occurrence and cessation of such Force Majeure conditions. In the event of delay lasting over two months, if arising out of causes of Force Majeure, GSJA reserves the right to cancel the order.

- c) Completion period may be extended due to circumstances relating to Force Majeure by GSJA. Successful Bidder shall not claim any further extension for completion of work. GSJA shall not be liable to pay extra costs under any conditions.
- d) The successful Bidder shall categorically specify the extent of Force Majeure conditions prevalent in their works at the time of submitting their Bid and whether the same have been taken into consideration or not in their Quotes.
- e) In the event of any Force Majeure cause, the successful Bidder shall not be liable for delays in performing their obligations under this order and the delivery dates can be extended for the successful Bidder without being subject to Penalty for delayed delivery, as stated elsewhere.
- f) It will be the prerogative of GSJA to take the decision on Force Majeure conditions and the decision of GSJA will be binding to the Bidder.

16. DISPUTE RESOLUTION

Any dispute arising out of this RFP shall be subject to the exclusive jurisdiction of Courts at Ahmedabad. Disputes shall be resolved through mutual discussion, failing which arbitration shall be conducted under the Arbitration and Conciliation Act, 1996.

INSTRUCTIONS TO THE BIDDER

Bidders are advised to read the instructions, evaluation norms and other terms and conditions described in these documents and other instructions carefully before making their offer. In case of any doubt, they may contact:

Mr. A.P. Randhir
Dy. Director
Gujarat State Judicial Academy
Behind High Court of Gujarat
Sola, Ahmedabad 380 060
Phone: +91 (079) 27663568 [Extn. 453]

Annexure A1- Checklist

Particular	Amount (in Rs.)	Demand Draft with No. & Date	Name of the Bank and Branch	If D.D., Payable at
Tender Fee				
EMD				

**Contact details of Authorized Person of the bidder for future correspondence
regarding this bid process**

Details	Authorized Signatory	Secondary Contact
Name		
Title		
Address		
Phone		
Mobile		
E-mail		

**Name and signature of
Authorized Signatory of the Bidder**

Proforma P1
Bidder's Turnover and Net Worth of 3 Financial Years

To
The Gujarat State Judicial Academy,
Sola, Ahmedabad.

Subject: Financial data submission

Ref : Tender/RFP No: _____/2026

Dear Sir,

I have carefully gone through the Terms & Conditions contained in the RFP Document for "Supply of Trolley Bags with GSJA Logo". I hereby certify that the following information regarding the turnover of our firm/company is accurate and true:

Financial Year 2022-2023	Financial Year 2023-2024	Financial Year 2024-2025	Total

Chartered Accountant Name:

Chartered Accountant Signature:

Chartered Accountant Seal:

I further certify that I am the duly authorized officer of my firm/Company competent to make this declaration on behalf of the bidder to this RFP.

Yours Sincerely,

(Signature & Name)

PROFORMA P2
Financial Bid Format

Sr. No	Brand Name	Product Name	Product Code	Unit price	Offer Price (Inclusive All)
1	SAFARI	LAPTOP TROLLEY BAG-FRONT OPEN	TRIDENT 57		
2	SWISS MILITARY	LAPTOP OVERNIGHTER BAG FRONT OPEN	MARSHAL		
3	SWISS MILITARY	LAPTOP TROLLEY BAG FRONT - OPEN	PRIMUS		
4	SWISS MILITARY	LAPTOP TROLLEY BAG – FRONT OPEN	SPECTRA		
5	SAFARI	TROLLEY BAG CABIN SIZE	ALTIUS IO 55		
6	SAFARI	LAPTOP OVERNIGHTER BAG	PROTINIUM		

Note: 1) Price Bid not to be submitted in physical form.

2) Offer price should include all costs such as base price, costs of GSJA logo, delivery, branding, and taxes (if applicable)

Proforma P3
Performance Bank Guarantee
(To be stamped in accordance with Stamp Act)

Ref:

Bank Guarantee No.

Date:

To

The Registrar,
The High court of Gujarat,
Sola, Ahmedabad

Dear Sir,

In consideration of the Registrar, High Court of Gujarat, Sola, Ahmedabad (hereinafter referred to as the PURCHASER which shall unless repugnant to the context or meaning thereof include successors, administrators and assigns) having awarded to M/s..... having Principal Office at (hereinafter referred to as the "SELLER" which shall unless repugnant to the context or meaning thereof include their respective successors, administrators, executors and assigns) for **"Supply of Trolley Bags with GSJA Logo"** by issuance of Purchase Order No..... Dated for and on behalf of the PURCHASER and the same having been accepted by the SELLER resulting into CONTRACT for supplies of materials/equipments as mentioned in the said purchase order and the SELLER having agreed to provide a Contract of Performance and Warranty Guarantee for faithful performance of the aforementioned contract and warranty quality to the PURCHASER, having Head Office at (hereinafter referred to as the 'Bank' which shall, unless repugnant to the context or meaning thereof include successors, administrators, executors and assigns) do hereby unconditionally and unequivocally guarantee to undertake to pay the sum of Rs..... (Rupees.....) to the PURCHASER on demand at any time up to without a reference to the SELLER.

Any such demand made by the PURCHASER on the Bank shall be conclusive and binding notwithstanding any difference between Tribunals, Arbitrator or any other authority. The Bank undertakes not to revoke this guarantee during its currency without previous consent of the PURCHASER and further agrees that the guarantee herein contained shall continue to be enforceable till the PURCHASER discharges this guarantee. PURCHASER shall have the fullest liberty without affecting in any way the liability of the Bank under this guarantee from time to time to extend the time for performance by the SELLER of the aforementioned CONTRACT. The PURCHASER shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any

right which they might have against the SELLER, and to exercise the same at any time in any manner, and either to enforce or forebear to enforce any covenants contained or implied, in the aforementioned CONTRACT between the PURCHASER and the SELLER or any other course of or remedy or security available to the PURCHASER. The Bank shall not be released of its obligations under these presents by any exercise by the PURCHASER of its liability with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of the PURCHASER or any other indulgence shown by the PURCHASER or by any other matter or things.

The Bank also agrees that the PURCHASER at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against the SELLER and notwithstanding any security or other guarantee that the PURCHASER may have in relation to the SELLER's liabilities.

Notwithstanding anything contained herein above our liability under this Guarantee is restricted to Rs. (Rupees) and it shall remain in force up to and including and shall be extended from time to time for such period as may be desired by the SELLER on whose behalf this guarantee has been given.

Dated at _____ on this _____ day of _____ 20____.

Signed and delivered by

For & on Behalf of

Name of the Bank & Branch & its official Address

Approved Banks:

All Nationalized Banks including Public Sector Bank or Private Sector Banks or banks (Having branches at Ahmedabad/ Gandhinagar) as per applicable G. R. / instructions issued by the Finance Department from time to time.

PROFORMA P4

**Compliance Letter for Authenticity of Information Provided and Genuinity of
the Product Offered**

**(On Non Judicial Stamp paper of Rs.300 duly attested by the First class
Magistrate/Notary Public)**

Date:

**To,
The Gujarat State Judicial Academy,
Sola, Ahmedabad.**

Subject: Compliance with the tender terms and conditions, specifications and
Eligibility Criteria

Reference : Tender No. _____

Dear Sir,

With reference to the above referred tender, I, the undersigned <<Name of Signatory>>, in the capacity of <<Designation of Signatory>>, am authorised to give the undertaking on behalf of <<Name of the Bidder>>. We wish to inform you that we have read and understood the specifications and total requirements of the above mentioned Bid being submitted by us on _____. We hereby confirm that all our quoted items meet or exceed the requirement and are absolutely compliant with specifications mentioned in the Bid document.

We also explicitly understand that all quoted items meet specifications of the bid & that such specifications overrides the brochures/standard literature if the same contradicts or is absent in brochures.

In case of breach of any tender terms and conditions or deviation from bid specification other than already specified as mentioned above, the decision of the High Court of Gujarat/GSJA, for disqualification will be accepted by us.

We also declare that we have not been blacklisted / banned / declared ineligible / declared having unsatisfactory performance by Hon'ble the High Court of Gujarat /any State Government / Quasi-Government Authority in India. We hereby declare that, we have experience of _____ years in the field of supply of Similar Products.

All the information provided in our submitted bid is correct. In case any information provided by us is found to be false or incorrect, the High Court of Gujarat has the right to reject our Bid at any stage including forfeiture of our EMD / PBG / cancel the award of contract. In that event, the High Court of Gujarat reserves the right to take legal action against us.

We undertake that all the components/parts/assembly/software under the quoted items shall be original new components/parts/assembly/software from respective OEMs of the products and that no refurbished/duplicate/second hand components/ parts/ assembly/ software have been used or shall be used. We shall also ensure the genuinity of the parts/spares that may be used during the warranty support.

In case we are found not complying with the above item(s), we agree to take back the item(s) already supplied at our cost and return any amount paid to us by you in this regard and that you will have the right to forfeit our EMD / PBG for this RFP.

Thanking you,

Dated this _____ day of _____ 20____

Signature: _____

(in the Capacity of) : _____

Duly authorized to sign bid for and on behalf of _____

Note: This Compliance letter should be signed by authorized signatory of bidder

PROFORMA P5

Acknowledge of the Physical EMD, technical bid document and bidder eligibility documents

Sr. No.	Particular	Supporting Document Submitted (Yes/No)	Document Details
1	Bidder shall be a registered firm/company in India under the relevant rules/regulations.		
2	Active involvement in supply of trolley Bags and similar products for at least 5 continuous years prior to the publication of this RFP. Statement showing work order / purchase order of last 5 years to be submitted.		
3	OEM authorization certificate specifically for this RFP.		
4	OEM's confirmation on OEM letterhead with Sr. Nos. of product(s) supplied for back to back warranty support as specified in this RFP		
5	Tender Fee and EMD with the Bids		
6	Annexure A1		
7	Proforma P1 – Bidder's Turnover and Net worth of 3 FY		
8	Proforma P4 – Compliance Letter for Authenticity of Information Provided and Genuinity of the Product Offered		
9	Duly Sealed and signed Tender Document		
10			
11			
12			
13			

Date: / /2026

Signature of the authorized
representatives of Bidder

Acknowledged

Signature of the Officers of the GSJA