OFFICE OF THE DISTRICT & SESSIONS JUDGE
UNAKOTI DISTRICT, KAILASHAHAR

No.F.10(22)-DJ/U/2025/ 11668-676

Dated, Kailashahar,
The 2nd December, 2025.

-:__O_R_D_E_R__:-

For administrative convenience, the undersigned has been pleased to constitute the following committee in respect of the Judgeship of the Unakoti District, Tripura:-

Name of the Committee	Comprising Officials	Matters to be dealt with
PROCUREMENT COMMITTEE	1. Chief Administrative-cum-Accounts Officer, O/o the District & Sessions Judge, Unakoti District, Kailashahar as **Chairman**	1.Procedural process of Goods/Services/Works Procurement i.e. scrutiny of the physical tender before publication. 2) evaluation of the technical bids and to refer the technically responsive bids to LPC/HPC (as per financial implication) and procedural processes relating to procurement of Goods/Services/ Works.
	2. Senior Sheristader, Court of the District & Sessions Judge, Unakoti District as **Member**	
	3. Senior Sheristader, Court of the Civil Judge (Senior Division), Unakoti District, Kailashahar as **Member**	
	4. System Officer, attached to Unakoti District Court as Member (for only IT related matters)	

Head Clerk(Establishment) of this office shall maintain necessary file and deal with the clerical job to assist the committee.

(S. Choudhury)
District & Sessions Judge
Unakoti District, Kailashahar.

Copy to :-

1. Smt. S. Das, J.M.1st Class (Court No. 1)-cum-Civil Judge (Jr. Divn.), Kailashahar, Unakoti District (Head of Office);
2. The Chief Administrative-cum-Accounts Officer, O/o the District & Sessions Judge, Unakoti District, Kailashahar;
3. The Senior Sherestader, Court of District & Sessions Judge, Unakoti District, Kailashahar;
4. The Senior Sherestader, Court of the Civil Judge (Sr. Divn.), Unakoti District, Kailashahar;
5. The Office Superintendent (Estt.), O/o the District & Sessions Judge, Unakoti District, Kailashahar;
6. The System Officer attached to Unakoti District Court, Kailashahar for information and uploading the same in the official website of Unakoti District Court;
7. The Head Clerk (Establishment), O/o the District & Sessions Judge, Unakoti District, Kailashahar;
8. The Head Clerk (Nazir), O/o the District & Sessions Judge, Unakoti District, Kailashahar;
9. ORDER BOOK.

02/12/25.

District & Sessions Judge
Unakoti District, Kailashahar