OFFICE OF THE DISTRICT & SESSIONS JUDGE
SEPAHIJALA DISTRICT, SONAMURA, TRIPURA

No.F.13(07)DJ/SPJ/NAZ/2025-26/1683-86 Dated, Sonamura
The 2nd March, 2026

NOTICE INVITING TENDER

Tenders in sealed cover are hereby invited from the Registered Dealer/ Firm / Agency/ Supplier for supplying 01 (one) no. new Photocopier Machine of Konica Minolta brand with general functionalities along with 2KVA voltage stabilizer on the enclosed terms and conditions maintaining following specification:-

TABLE : 1

Sl. No.	Particulars/ Specification
1.	A3 Size Network Printer (Support by Linux Operating System)
2.	30 Prints per minute
3.	Duplex facility Zoom 25% to 400% in 1% increment
4.	999 copies maximum at a time
5.	64 MB RAM
6.	PC Connectivity 1.1USB
7.	2.0 USB Port & IEEE 1284 with built in full colour A3 size network scanning Network Protocol TCP/IP

TABLE : 2

Sl. No.	Particulars/ Specification
1.	2 KVA Automatic Voltage Stabilizer.

Terms and conditions

1. Concerned firm will provide company warranty of three years extended on site implied warranty.
2. Incomplete tender will be rejected summarily.
3. The undersigned is not bound to accept the lowest rate and may reject all or any of the tender without assigning any reason.
4. Required tax will be deducted as per prescribed rate from the bill.

5. Both the Technical Bid (ANNEXURE-I) & Financial Bid (ANNEXURE-II) should be submitted along with the tender.

6. The interested bidder should deposit earnest money of Rs. 5,000/- (Rupees five thousand) only through DD in the name of DDO, Office of the District & Sessions Judge, Sepahijala District, Sonamura payable in the Punjub National Bank, Sonamura Branch, IFS Code :-PUNB0026420.

7. The successful bidder should deposit Rs.10,000/- (Rupees ten thousand) only being security deposit at the time of signing agreement and the said amount will be paid after completion of extended implied warranty.

8. The bidder should submit copy of all relevant documents viz. Trade License, GST Registration Certificate, PAN Card, Authorization letter of the concerned company (if any), Address of Registered Office with contact No & Email ID along with bid.

9. The successful bidder should supply the articles at Sonamura Court Complex at their own cost and install the same within 30 (thirty) days from the date of signing contract.

The last date of dropping/ receipt of the tender is upto **3.00 pm** on **16.03.2026** and likely to be opened on **17.03.2026 at 4.00 pm** in the chamber of District & Sessions Judge, Sepahijala District, Sonamura.

REENA DEBBARMA
REENA DEBBARMA
Sonamura, Sepahijala District, Tripura
2026.03.02 16:49:01+05'30'

(R. Debbarma)
Judicial Magistrate 1st Class-cum-
Civil Judge (Jr. Divn)
Sonamura,SepahijalaDistrict.
(Head of Office)

ANNEXURE-I

PROFORMA FOR TECHNICAL BID

Sl. No.	Particular	To be filled by the tenderer
1.	Name of the Registered Dealer/ Firm / Agency/ Supplier	
2.	Details of EMD	
	(i) Amount	
	(ii) Draft No.	
	(iii) Date	
	(iv) Issuing Bank	
3.	Details official address of the Dealer/ Firm / Agency/ Supplier	
4.	Registration No. (Copy of Registration Certificate should be enclosed)	
5.	GST Registration Number (Copy to be enclosed).	
6.	Whether the Owner/ Agency is/was blacklisted by any Government Department or any criminal case is registered against the firm or its owner / partner anywhere in India.	
7.	Length of experience in the field.	
8.	Experience in dealing with Govt. Department (Indicate the names of the Department and attach copies of contracts order placed on the agency).	
9.	Whether a copy of the terms and conditions (Annexure-I & II), duly signed, in token of acceptance or the same is attached.	
10 .	List of documents submitted with the tender .	

Date :- _____ (Signature of the Tenderer)

Place :- _____ Name & Address (with sseal)

ANNEXURE-II

PROFORMA FOR FINANCIAL BID

Name of the item with model No. & details	**Rate per item**
(1)	(2)

Note: All figures should be written in words also.

Date :- _____ (Signature of the Tenderer)

Place :- _____ Name & Address (with sseal)