

**CCC.ADM.II. 19/2024/(Xerox Outsources)/OPEXPhase1 Re-Tender/2024-27/M&M** Date:08.07.2024

### **Brief e-Tender Notification**

This Office invites e-Bidding Proposals (Quotations) from the eligible (having business in Bengaluru City Only) Firms/Agencies/Operators, through e-procurement portal (<https://kppp.karnataka.gov.in/#/portal/Auctions/live>), to procure the Photocopier Services, of **Six Copier Machines along with Operators (i.e., Men & Machine Work Services) on Cost/Rate per page basis**, valid for the year from **2024 to 2027**, for preparing the copies of orders, judgments and case files of Courts situated at City Civil Court and it's Units, till the pending copy applications are cleared off, the details of which are as appended below:

<b>Sl. No.</b>	<b>Item</b>	<b>Details</b>
1	Tender Number	<b>CCC.ADM.II. 19/2024/(Xerox Outsources)/OPEXPhase1 Re-Tender/2024-27/M&amp;M</b>
2	Tender Number (as issued by KPPP)	<b>HCK/2024-25/SE0020</b>
3	Tender Name/Services sought for:	<b>Photocopier Services</b> , By placing Six Copier Machines along with Operators at, City Civil Court & it's units at Bengaluru City(i.e., Men & Machine Work Services) on Cost/Rate per page basis, in Paise and Rupees.
4	Procuring Entity	<b>City Civil Court, Bengaluru</b>
5	Validity of the Tender- Contract	<b>3 years, 2024-27</b> , renewable each year, subject to the satisfactory performance.
6	Estimated Approximate Total Tender Cost	₹ 15,00,000/-
7	EMD Amount	<b>₹ 30,000/-</b> (₹2,500/- payable as nominal EMD through e-procurement portal only, rest payable in DD form after successful Tender allotment)
8	Billing model	Cost/Rate <b>per page basis</b> . <b>Monthly billing</b> upon quality performance of the said Work services and certification from the Branch Supervisor.
9	Closing Date & Time for submission of Tender proposal	<b>09/08/2024 at 4.00 p.m.</b>
10	Tender Opening Date & Time	<b>Technical:</b> 12/08/2024 at 12.00 p.m. <b>Financial:</b> Upon approval of Technical Bid
11	Office Contact Number & e-mail ID	<b>080 2293 9220</b> <b>cccadm2@gmail.com</b>
12	Pre-bid Meeting Date	<b>22/07/2024</b>

-subject to the terms and conditions as stipulated in the Full e-Tender Notification of the even reference no., the Eligible and Interested Firms/Agencies/Operators (having business in Bengaluru City Only), in acceptance to the above stated details, terms and conditions may submit their e-Bidding Proposals (Quotations), through e-procurement portal (<https://kppp.karnataka.gov.in/#/portal/Auctions/live>).

Sd/-  
Registrar,  
City Civil Court,  
Bengaluru.

F.No. ADM.II. 19/2024  
(Xerox Outsources)  
[cccadm2@gmail.com](mailto:cccadm2@gmail.com)

Office of The  
City Civil Court, Bengaluru  
080 2293 9220

CCC.ADM.II. 19/2024/(Xerox Outsources)/OPEXPhase1 Re-Tender/2024-27/M&M Date: 08.07.2024

### **e-Tender Notification**

**Sub: Inviting Proposals(Quotations) for Phase-1 of outsourcing for Photocopier Services of Six Copier Machines along with Operators (i.e., Men & Machine Work Services) on Cost/Rate per page basis.**

**Ref: This Office Note F.No. ADM.II. 19/2024(Xerox Outsources) and Orders of Principal District & Sessions Judge, Bengaluru City, Dated:04/07/2024.**

**\*\*\*\*\***

This Office invites e-Bidding Proposals (Quotations) from the eligible (having business in Bengaluru City Only) Firms/Agencies/Operators, through e-procurement portal (<https://kppp.karnataka.gov.in/#/portal/Auctions/live>), to procure the Photocopier Services, of **Six Copier Machines along with Operators (i.e., Men & Machine Work Services) on Cost/Rate per page basis**, valid for the year from **2024 to 2027**, for preparing the copies of Orders, Judgments, I.A, Evidence, Exhibits And Case Files of Courts situated at City Civil Court and it's Units, till the pending copy applications are cleared off, as per the order of the Hon'ble High Court of Karnataka, Bengaluru, vide letter No. HCC No.52/2023 dated: 18.01.2024, as per the resolution of the Hon'ble Computers and Technology Committee, has approved for procuring through OPEX model Outsourcing, 12 Copier Machines each along with Operators (i.e., Men & Machine Work Services) on Cost/Rate per page basis, in addition to the already existing work service for 6 Copier Machines along with Operators, the details of which are as appended below:

<b>Sl. No.</b>	<b>Item</b>	<b>Details</b>
1	Tender Number	<b>CCC.ADM.II. 19/2024/(Xerox Outsources)/OPEXPhase1 Re-Tender/2024-27/M&amp;M</b>
2	Tender Number (as issued by KPPP)	<b>HCK/2024-25/SE0020</b>
3	Tender Name/Services sought for:	<b>Photocopier Services</b> , by placing Six Copier Machines along with Operators at, City Civil Court & it's units at Bengaluru City(i.e., Men & Machine Work Services) on Cost/Rate per page basis, in Paise and Rupees.

4	Procuring Entity	<b>City Civil Court, Bengaluru</b>
5	Validity of the Tender-Contract	<b>3 years, 2024-27</b> , renewable each year, subject to the satisfactory performance.
6	Estimated Approximate Total Tender Cost	₹ 15,00,000/-
7	EMD Amount	<b>₹ 30,000/-</b> (₹2,500/- payable as nominal EMD through e-procurement portal only, rest payable in DD form after successful Tender allotment)
8	Billing model	Cost/Rate <b>per page basis.</b> <b>Monthly billing</b> upon quality performance of the said Work services and certification from the Branch Supervisor.
9	Closing Date & Time for submission of Tender proposal	<b>09/08/2024 at 4.00 p.m.</b>
10	Tender Opening Date & Time	<b>Technical:</b> 23/08/2024 at 12.00 p.m. <b>Financial:</b> Upon approval of Technical Bid
11	Office Contact Number & e-mail ID	<b>080 2293 9220</b> <b>cccadm2@gmail.com</b>
12	Pre-bid Meeting	<b>22/07/2024</b>

subject to the terms and conditions stipulated as under:

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1. The bidder should be an agency/firm (having business within Bengaluru City Only) with a track record of having provided Photocopier services (Manpower & Machine).
2. The bidder should furnish valid Registration certificates and relevant business certifications, which is recognized by authorities.
3. The agency/bidder should not have been blacklisted by any State/Central Govt. or any other PSU, as on the date of its proposal. The agencies that are in litigation will not be eligible to participate in this tender. An undertaking to this effect should be submitted.
4. A Pre-bid meeting which will be held on 22.07.2024, or if declared holiday, on the next working day. Any information and feedback provided on the day of Pre-bid meeting will be collated and an addendum notification will be published through the same means as this notification.
5. The bidder shall deposit a nominal E.M.D. of ₹2,500-00 by way of Net-banking through KPP portal while submitting their bidding proposal. Further, the tenderer shall deposit the rest of

the E.M.D. of ₹32,500-00 by way of Demand Draft drawn in favor of Registrar, City Civil Court, Bengaluru, within 1 week of intimation/issuing of Work Order.

6. The party has to bring his own new good quality environment-friendly and heavy-duty Xerox machines. The Photocopier machine should be capable of printing on **both sides of the sheet**, specifically on Auto-feed Mode. The said machine i.e., 7 Nos. copier machines have to be installed at the copying branches in the Phase 1 of the said Outsourcing, at Chief Metropolitan Magistrate Courts located at both CMM Court Complex, Nrupathunga Road and Mayo Hall Unit of City Civil Court, MG Road, Bengaluru.
7. The cost involved in installation, maintenance, damage due to rat bite or under any unforeseen circumstances and the consumables along with copier machine operator required for the said machines have to be borne by the party only.
8. The bidder should quote the Cost per copy (for one side of the sheet), excluding the cost of papers supplied by the office of City Civil Court, including applicable taxes and deductions if any. 1% wastage shall be allowed and it is not chargeable. The office of City Civil Court is not liable for any additional/unforeseen cost other than the Cost per Copy.
9. The electric power, space and required copier sheets will be supplied for the purpose by the respective Courts.
10. Down time of the copier should be Nil.
11. In case of major repairs of the copiers, alternate machines shall be provided without any loss of time.
12. The Copies that are to be prepared are invariably mixture of A-4, legal sheets and other sizes as required.
13. The copiers shall have the Auto-feeding, zooming, saving in various digital formats (for digitization purpose) and other basic capabilities.
14. Payment will be made on receipt of necessary particulars out of the allotment available in the court for the said purpose.
15. The copies those are to be generated by the copier shall be legible and very clear.
16. The Manpower for operating machine will be provided by the operating agency only.
17. The party shall maintain the premises in a clean and hygienic manner without causing any nuisance or considerable disturbance of any kind in the vicinity.
18. The party shall not sub-let the installation of copying machine to any third parties for carrying out copier related works without prior written permission of the Lessor.

19. Only online bids would be considered through e-tender portal i.e., <https://kppp.karnataka.gov.in/#/portal/Auctions/live>
20. EMD amount which is 2% of the estimated cost should be paid under e-payment, as per KPP portal guidelines. No proposals would be accepted without the EMD amount in the prescribed method.
21. The Principal City Civil and Sessions Judge, Bengaluru City, is not binding to accept the lowest proposal or any proposal, and reserves the right of acceptance to the whole or any part of the tender (proposal) or portion of the quantity offered and also reducing or enhancing the Tender Amount and he may be canceled the entire tender process without assigning any reasons. The jurisdiction for any claims is within Bengaluru City only.
22. The Work service of Printing/Copying the said Court Documents by providing machine and manpower will be on the credit basis and on delivery of the service on monthly basis. The payment would be made after this office receiving funds from the Hon'ble High Court/Government, due to other reason if any delay in making payment by this office, the Tenderer should bear such delay until payment would be made.
23. If the Principal City Civil and Sessions Judge, Bengaluru City noticed any fault/discrepancies on the work service, the payment would be with-held till the rectification and that in the event of non-fulfillment of any of the terms or whole of the contract, there is forfeiture of EMD Amount and security deposits, deposited by the tenderer without any notice and that the contract would be canceled.

Note: Proposals without the relevant documents will be treated as ineligible.”

The Eligible and Interested Firms/Agencies/Operators (having business in Bengaluru City Only), in acceptance to the above stated details, terms and conditions may submit their e-Bidding Proposals (Quotations), through e-procurement portal (<https://kppp.karnataka.gov.in/#/portal/Auctions/live>).

Sd/-  
Registrar,  
City Civil Court,  
Bengaluru.

**Copy To, For wide Publication:**

1. The Registrar General, Hon'ble High Court of Karnataka, Bengaluru, with a request to publish the Tender notification on the Hon'ble High Court Website.
2. The Prl. District & Sessions Judge, Bengaluru Rural Court, Bengaluru.
3. The Chief Metropolitan Magistrate, Bengaluru.
4. The Registrar, Court of Small Causes, Bengaluru.
5. The Director, Department of Information (Vaartha Ilakhe), No.17, Vartha Soudha, Infantry Road, Bengaluru – 560001:- along with Tender Notification & Brief Tender Notification, requesting for publication of the same in two widely circulated Daily News Papers, each of Kannada and English language, for wide publication.
6. The Software Technician/Sheristedar, City Civil Court, Bengaluru:- to Web Host on the Bengaluru Urban District Judiciary Website
7. Notice Boards
8. Office Copy



Tuesday, July 9, 2024 4:20:07 PM GMT+05:30

App ▶ KPPP Mobile ಸಹಾಯವಾಣಿ ಕೇಂದ್ರ ▶ +91-8046010000 +91-8068948777 support[at]eprochelpdesk[dot]com

## Tender Management

### ಸಾಮಾನ್ಯ ವಿವರಗಳು

#### ಸಾಮಾನ್ಯ ವಿವರಗಳು

ಟೆಂಡರಿನ ಸಂಖ್ಯೆ:	HCK/2024-25/SE0020
Commercial Bid Type:	Itemwise
ಟೆಂಡರ್ ಶೀರ್ಷಿಕೆ:	outsourcing for Photocopier Services of Six Copier Machines along with Operators (i.e., Men & Machine Work Services) on Cost/Rate per page basis, to City Civil Court and its Units
ಟೆಂಡರ್ ಮೌಲ್ಯಮಾಪನ ಬಗೆ:	Two Cover
ಟೆಂಡರ್ ಪಂಗಡ:	Services
ದರಪಟ್ಟಿ ಬಗೆ:	Open
ಇಲಾಖೆ:	High Court of Karnataka
Tender Amount(INR):	0.55
Location Name:	CITY CIVIL COURT BENGALURU
ECV/Non-ECV:	ECV
Highest Bidder Selection:	No
Multiple Currencies Allowed:	No
ಎನ್ ಐ ಟಿ ಪ್ರಕಟಿಸಿದ ದಿನಾಂಕ:	08-07-2024 13:27:36
ಘೋಷಣೆಗಳ ಸಂಖ್ಯೆ:	1
Is this QCBS tender? :	No
Itemwise EMD:	No
Tender Scope:	outsourcing for Photocopier Services of Six Copier Machines along with Operators (i.e., Men & Machine Work Services) on Cost/Rate per page basis, to City Civil Court and its Units
File Number:	---
Itemwise Technical Evaluation:	Yes

### General Conditions of Eligibility

Condition 1:

Bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by Government of Karnataka

Condition 2:

It shall be the responsibility of the Bidder to ensure credit of Tender Processing Fee and EMD into the respective receiving bank accounts of e-Procurement on or before the last date and time of bid submission.

Condition 3:

EMD Payments through e-Payment mode shall be made as one single transaction and payments made in part are liable for rejection.

Condition 4:

The bidder should be an agency/firm (having business within Bengaluru City Only) with a track record of having provided Photocopier services (Manpower & Machine)

Condition 5:

All terms and conditions as per tender documents

### Technical Qualification Criteria

ಕ್ರಮಸಂಖ್ಯೆ	Criterion Type	Criterion Description	Criterion Documents
1	Capabilities of Vendor	Aadhar card of proprietor	• Others -- Aadhar card of proprietor
2	Capabilities of Vendor	Pan card of the business entity	• Others -- Relevant document
3	Capabilities of Vendor	Undertaking of no litigation or blacklist	• Others -- Undertaking of no litigation or blacklist
4	Capabilities of Vendor	The bidder should be an agency/firm (having business within Bengaluru City Only) with a track record of having provided Photocopier services (Manpower & Machine).	• Others -- Relevant document
5	Financial Status	Gst registration certificate	• GST Registration

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### Documents required from the Bidder

ಕ್ರಮಸಂಖ್ಯೆ	Document Type	Document Name	Document is Mandatory
1	Technical Bid	Company Registration Certificate	Yes

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### Tender Group Items

ಕ್ರಮಸಂಖ್ಯೆ	ViewTenderDetails.serviceltems.packageName	ವಸ್ತುಗಳ ಸಂಖ್ಯೆ	View Item Details
1	Default	1	∨

### ಸಂಪರ್ಕ ಮಾಹಿತಿ

Contact Person Name:

**Nagarjuna G K**

ಕಛೇರಿ ದೂರವಾಣಿ ಸಂಖ್ಯೆ:

**08022939220**

ಮೊಬೈಲ್ ದೂರವಾಣಿ ಸಂಖ್ಯೆ:

**7676925111**

### ಟೆಂಡರ್ ಮೊತ್ತದ ವಿವರಗಳು

ಅಂದಾಜು ಒಪ್ಪಂದದ ಮೌಲ್ಯ:

**0.55**

ಟೆಂಡರ್ ಶುಲ್ಕ (INR):

**500.00**

ಮುಂಗಡ ಹಣ ಠೇವಣಿ ಮೊತ್ತ(INR):

**30000.00**

EMD e-Payment:

**2500.00**

EMD Bank Guarantee:



27500.00

Validity of BG in Days from Last Day of Bid Submission:

15

## ಟೆಂಡರ್ ಪ್ರಿಬಿಡ್ ಸಭೆಯ ವಿವರಗಳು

ದಿನಾಂಕ ಮತ್ತು ಸಮಯ :

22-07-2024 11:00:00

ವಿಳಾಸ:

City civil Court, Bengaluru

ನಗರ:

Bengaluru

ರಾಜ್ಯ:

Karnataka

ಪಿನ್:

560009

## Tender Schedule

ಬೆಲೆ ಕೂಗು ಉರ್ಜಿತ ಅವಧಿ:

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ಟೆಂಡರ್ ಪ್ರಶ್ನೆಗಳು/ ಸ್ಪಷ್ಟೀಕರಣಕ್ಕೆ ಕೊನೆಯ ದಿನಾಂಕ ಮತ್ತು ವೇಳೆ:

08-08-2024 17:00:00

ಟೆಂಡರ್ ಗಳನ್ನು ಸ್ವೀಕರಿಸಲು ಕೊನೆಯ ದಿನಾಂಕ ಮತ್ತು ವೇಳೆ:

09-08-2024 16:00:00

ತಾಂತ್ರಿಕ ಬೆಲೆ ಕೂಗು ತೆರೆಯಲು ದಿನಾಂಕ ಮತ್ತು ವೇಳೆ:

12-08-2024 12:00:00

## Tender Published User Details

Tender Published User Name:

KPE21531 - P J PARAMESHWARA

Tender Published User Post:

HCK\_REG\_BCCC\_BNG

ಹಿಂದೆ

Refer Karnataka Transparency in Public Procurement Rules Chapter V.Rule 17 for Minimum Time for Submission of Tenders

As per KPPP Rule 17(3): The last date for submission of tenders, so fixed, shall be on the working day and the time shall be mandatorily between 10.00 hrs and 17.30 hrs only.

ಮುಖಪುಟ | ಪೂರೈಕೆದಾರರ ನೋಂದಣಿ | ಕೆಳಲಾಗುವ ಪ್ರಶ್ನೆಗಳು | ನಿಯಮಗಳು ಮತ್ತು ಷರತ್ತುಗಳು | ಗೌಪ್ಯತೆ ನೀತಿ | ಡೌನ್ ಲೋಡ್ ಗಳು | ಪರವಾನಗಿ ಪ್ರಮಾಣೀಕರಿಸುವ ಅಧಿಕಾರಿಗಳು | ನಮ್ಮನ್ನು ಸಂಪರ್ಕಿಸಿ

ಕೊನೆಯದಾಗಿ ನವೀಕರಿಸಲಾಗಿದೆ: Wednesday, March 22, 2023 11:55 AM

ಇಲ್ಲಿ ಅತ್ಯುತ್ತಮವಾಗಿ ವೀಕ್ಷಿಸಲಾಗಿದೆ: Chrome v-87.0.4280.141, Microsoft Edge v-87.0.664.75, Firefox -v-83.0 | ಬ್ರೌಸರ್ ಗಳ ರೆಸಲ್ಯೂಷನ್: 1280x800 to 1920x1080