

NOTICE INVITING BIDS (TENDER)

The District Judge, Dehradun District, invites open **bids** from eligible and interested bidders for grant of **license/lease** to run a **Photostat-cum-Stationery Shop in the Convenience Block, District Court, Dehradun** on the terms and conditions mentioned in the tender document.

Details of the Shop

1. **Name of Work:**
Grant of license for running a Photostat-cum-Stationery Shop
2. **Location:**
Convenience Block, District Court, Dehradun
3. **Area of Shop:**
54.23 square meters
4. **Purpose:**
Photocopying, printing, scanning, binding, and sale of stationery items.

Reserve Price / Minimum Bid

- The **minimum (reserve) bid amount** shall be **₹1,68,000/- (Rupees One Lakh Sixty-Eight Thousand only)** per annum.
- Bids **below the reserve price shall be summarily rejected.**

Eligibility Criteria

- The bidder must be an **Indian citizen.**
- The bidder should have **experience** in running a photostat/stationery/printing business (proof to be enclosed).
- The bidder must not have been **blacklisted** by any government or judicial authority.
- The bidder must possess or be able to obtain necessary **licenses/registrations** as per law.

Bidding Process

- The bidding shall be conducted offline.
- Interested bidders must visit on the website (<https://dehradun.dcourts.gov.in/>) and download the tender documents.

Important Dates

Particulars	Date & Time
Start date for bid submission	01.02.2026
Pre-Bid Meeting	10.02.2026 Time: 1600 Hours at Conference Room (Ground Floor) District Court, Dehradun
Last date for bid submission	15.02.2026
Date of technical/financial evaluation	23.02.2026 at 16:00 hrs
Date of Open Bidding	23.02.2026 at 17:00 hrs

i General instructions for the bidder while filling the Technical and Financial Bids:

- ii Sealed Tenders are invited by **District Court, Dehradun, District Dehradun**, as per terms and condition stipulated in the Tender document for **Photostat-cum-Stationery Shop in the Convenience Block at District Court Building , Dehradun ,Uttarakhand**.
- iii The Tender document may be obtained from **Nazarat Anubhag, District Court, Dehradun, District Dehradun**, on submission of e-challan of Rs 1000(Non refundable) **in the name of District Judge Dehradun payable at Dehradun**.
- iv The Tender document may also be downloaded from the official Website of District Court, Dehradun, District Dehradun, and Tender document charges are required to be deposited by way of e-challan of Rs 1000(Non refundable) **in the name of District Judge, Dehradun payable at Dehradun**, along with Earnest Money Deposit (EMD).
- v Bidder are required to submit Earnest Money Deposit (EMD) of Rs. 50,000(Fifty thousand only) in the form of Fixed Deposit in favor of District Judge Dehradun, otherwise application shall not be considered.
- vi The Tender document/ form are non- transferable.
- vii All the pages of the tender document must be signed by the authorized signatory and sealed with the stamp of the bidding firm as token of having accepted all the terms and conditions of this tender.
- viii Tender document may be obtained with effect from 01.02.2026 to 15.02.2026
- ix The Tender with particulars and enclosures must be submitted up to 16:00 hrs. On 15.02.2026.
- x The Technical bid & Financial bid of Tender would be opened on 23-02-2026 at 16:00 hrs. in the conference Hall (Ground Floor) of District Court building.
- xi The Tenderers or their authorized representatives, if so desire, may attend the opening of the tender in the **Conference Room, Ground floor, of building of the District Court Dehradun** on the date and time mentioned above.
- xii **District Court, Dehradun** shall not be responsible for any postal delay, if any.
- xiii Tender received after the last date and time will be rejected. In case the date for opening the tender is declared a holiday the tender will be opened on the next working day at the same place and time.
- xiv Pre -bid meeting would be held on 10-02-2026 Time -16:00 hours, for clarifying the bidders queries.
- xv The District Judge Dehradun reserves the right to accept or reject any or all the tender without assigning any reason thereof.

Bid Security / Earnest Money Deposit (EMD)

- EMD Amount: ₹ 50,000/-
- Mode of Payment: Earnest Money in form of Fixed Deposit
- EMD of unsuccessful bidders shall be refunded as per rules.

Period of License

- The license shall be granted for a period of **01 year w.e.f 01.04.2026**

General Conditions

- The shop shall be run strictly as per court rules and directions of the District Judge, Dehradun.
- After bidding, successful bidder should deposit total bidding amount within 15 days. Failure of which amount of Earnest money deposit shall be forfeited.
- No illegal or unauthorized activity shall be permitted.
- Sub-letting or transfer of license is **strictly prohibited**.
- The competent authority reserves the right to **accept or reject any or all bids** without assigning any reason.

Authority

District & Sessions Judge, Dehradun

District Court, Dehradun

DISTRICT COURT, DEHRADUN

Tender Form for Auction of Photostat cum Stationery Shop situated in the Convenience Block, District Court Dehradun

1. Name of the Firm -
2. Name of the Proprietor of the Firm -
3. Local Address of the Firm (with telephone) -
4. Permanent Address of the Firm -
5. Trade Tax (Registration and Certificate) -
6. Service Tax Certificate (if required) -
7. Tender Fees of Rupees 1,000/- (Receipt of e-challan) -
8. Details of Security Deposit (EMD) -
 - (a) Name of the Nationalized Bank -
 - (b) FDR Number -
 - (c) Amount -
9. Other Certificates (if required) -