

PRINCIPAL DISTRICT & SESSIONS COURT,
BALLARI.

Tel. No: 08392-272155

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No.004/2026/ADM

Dated : 06-10-2026

SHORT TERM e-TENDER NOTIFICATION

Re-Tender

Sub:- Providing of FOUR NUMBERS different cadre of Manpower for maintaining office work of the VI Additional Civil Judge and JMFC Court, Ballari - reg.,

- Ref :-1)** G.O. No.LAW-35-LCE 2018, Bengaluru dated 11.09.2018.
- 2)** G.O. Nos.LAW 99 LAC 2019 dated 14.10.2019, 27.02.2020 and 03.03.2020 and G.O. No.LAW-LCE/184/2022 dated 11.07.2022.
- 3)** Circular No.LD 51 LWA 2017 dated 29.12.2017 of Labour Department.
- 4)** Letter No.HCB/04/GD/DC/2024 (2024-2025) dated 12.12.2024 of Hon'ble High Court of Karnataka, Bengaluru.
- 5)** Relevant provisions of Karnataka Transparency in Public Procurement Act 1999 and Rules as amended up-to-date.
- 6)** Government Order No. LAW 48 LCE 2017, dated 05.01.2019 & 21.08.2019 read with its corrigendum dated: 09.07.2019.

Tenders from experienced and reputed Service Providers/Manpower Agencies who are interested to provide 04 number of Manpower in different cadre for maintaining office work of VI Additional Civil Judge and JMFC Court, Ballari. Last date for submitting the tender quotations is 14.10.2026 at 05.00 P.M.

TERMS AND CONDITIONS

Requirement of Man Power in different cadres for VI Additional Civil Judge and JMFC Court, Ballari is as follows :-			
Sl. No.	Name of the Post	No. of Post	Qualification required for the post
1.	Typist	01	Passed P.U.C alongwith Kannada and English Senior Typewriting
2.	Attender	01	Passed in S.S.L.C Examination
3.	Peon	02	
Total		04	

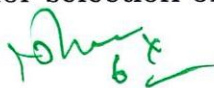
- 1) Estimated Approx total cost of Rs. 9,00,000 for one year.
- 2) The Service Provider offering service shall have an experience in providing such services/manpower to reputed organizations.
- 3) The Tenderer shall remit E.M.D amount of Rs.25,000/- in e-portal.
- 4) Complying with Labour regulation, etc., will be the responsibility of the Service Provider.
- 5) The Service Provider shall quote separate rates for salary, P.F, E.S.I, Service Charges and other charges in figure and words as per the Minimum Wages Act.
- 6) The working hours will be from 10.00 A.M. to 06.00 P.M. on all Court working days or as notified by the High Court from time to time and in case of urgent requirement, they may have to extend working hours on the Holidays.
- 7) Service Provider will have to provide the manpower with required Identity Card for the suitable job.
- 8) The contract will be for a period of one year which is extendable up to two years.
- 9) The Service Provider should provide the personnel who are having requisite experience in the said post. If the performance/Conduct of any personnel provided by the Service Provider is found to be unsatisfactory, such personnel shall be replaced within three days from the date of receipt of communication from this office.
- 10) If the Service Provider desires to terminate the contract, he shall give one month prior written notice to the Principal District and Sessions Judge, Ballari.

- 11) No request for advance payment will be considered. Payment will be made in the succeeding month on receipt of the particulars out of the allotment available in the court for the said purpose.
- 12) The personnel deployed in the Court Complex shall maintain devotion towards duty and integrity and professional competence which will not be compromised. The selection of the Service Provider will be made purely on past reputation, dependability and credibility. Merely quoting of lowest rates will not make any Service Provider an automatic choice for selection. The decision of the Principal District and Sessions Judge, Ballari in selection of the Service Provide will be final.
- 13) Formal agreement will have to be executed before the commencement of the job by agreeing the terms and conditions.
- 14) The Tenderer shall produce the necessary certificates of related Act and Regulations in force and the below documents.

Sl. No.	Criteria	Documents to be provided
a)	The bidder shall be a firm/company/partnership registered.	Copy of Certificate of in corporation and Partnership Deed. (As the case maybe)
b)	Bidder should be registered with Income tax and Goods & Service Tax departments.	(a) Attested copy of PAN/GIR Card (b) Attested copy of Goods & Service Tax registration certificate (c) Filing of IT & GST returns statement for last two financial years. (d) Labour Registration Certificate. (e) ESI and EPF Registration Certificate (f) Professional Tax Registration Form Certificate. (g) Annual Turnover Certificate.
c)	The bidder or any of its partners/directors etc. should not have been black listed/debarred by any of the government agencies or department	Self-Declaration by the bidder.
d)	Minimum experience of three years (previous three financial years)	The work completion certificates along with relevant copies of contracts executed by the company

e)	Bidder should accept all the tender conditions unconditionally and sign all the pages of the tender document to this effect. The bidder shall specify an authorized representative with written power of attorney of the signatory of the bid to commit the bidder (if any).	All the pages of the tender document should be signed by the bidder. Power of attorney/authorization along with Name, contact details and designation of the representative, duly signed by the proprietor/all the partner/the board (as the case may be) must be submitted along with the technical bid.
f)	Performance contract statement	Experience certificate with work orders

- 15) Bidders are advised to study the tender document carefully and shall not tamper/modify the tender document including price bid template in any manner.
- 16) Not more than one tender shall be submitted by one firm.
- 17) The technical Bids shall be open as per schedule placed at Notice inviting tender. The vendors who are short listed after qualifying technical Bid evaluation will be intimated on KPP.
- 18) Financial bids of only technically suitable/qualified bidders will be opened. As provided in the price bid format, the bidders will have to quote the rates for the work.
- 19) The Contracting agency/firm/company will not transfer, assign, pledge or Sub-Contract its responsibilities, rights and liabilities under this Contract to any other agency. In case of a violation, the Contractor will be terminated.
- 20) The decision of the Principal District and Sessions Judge, Ballari in regard to interpretation of the terms and conditions shall be final and binding on the agency.
- 21) The Tenderer shall provide atleast 33% reservation to woman.
- 22) It is strictly directed that the Bidders have to file only relevant documents which are asked and not repeat the same documents again and again. This will be one of the important instructions for selection of the bidders.



(**SIDDALINGA PRABHU**)

Principal District & Sessions Judge,
Ballari.





6/10

Notice Inviting Tender (NIT)

1.	Date of Tender Publishing	06-10-2026
2.	Date of Tender queries (to be uploaded on the website)	~~12~~ -10-2026 at 04.00 PM
3.	Tender submission start date	06-10-2026
4.	Last Date and Time for Submission of Tender	~~14~~ -10-2026 at 05.00 PM
5.	Opening of Technical Bid	~~15~~ -10-2026 at 05.10 PM
6.	Address for submission of bid documents	Through KPP Portal
7.	Venue for opening of Technical Bid	Principal District and Sessions Court, Ballari
8.	Experience	Shall be in providing Manpower services
9.	Duration of Contract	One year
10.	EMD	Rs.25,000/- Can be paid through e-portal.
11.	Bid Validity	90 days
12.	Schedule of Opening Financial Bids	Schedule for opening of financial Bids will be notified only to the bidders qualifying the Technical Bid evaluation.

Detailed tender notice can be downloaded from the KPP portal and Institute website.

The right to suspend the tender process or part of the process, to accept or reject any or all the tenders at any stage of the process and/or to modify the process or any part thereof at any time without assigning any reason thereto vests with Principal District and Sessions Judge, Ballari without any obligation or liability whatsoever.


(SIDDALINGA PRABHU)

Principal District & Sessions Judge
Ballari

To,

1. All the Courts of Ballari City for affixing to the Notice Boards.
2. The President, Ballari Bar Association, Ballari for affixing to the Notice Board.
3. To the Manpower Agencies at Ballari.
4. The Labour Officer for affixing on the notice board.
5. The Director, Department of Public Information and Publicity, No.17, Bhagwan Mahavir Road, Bengaluru – 01 two copies of Notification with a request to publish in any of the Kannada & English daily news papers for wide publicity.
6. The Software Technician to web-host the Notification.
7. The Notice Board of this Court.
8. Office Copy/Extra Copy.

TENDER FORMAT

**Tender for providing manpower to the VI ADDITIONAL CIVIL
JUDGE AND JMFC COURT, BALLARI.**

Tender Notification dated : 06-10-2026.

Last date for receipt of Tender 13.10.2026 at 5.30 P.M

1.	Name of the Tenderer.	:	
2.	Address & Contact No. of the Tenderer.	:	
3.	Certification details from concerned authorities	:	
4.	Whether E.M.D. amount deposited? If so furnish the details.	:	
5.	Whether possess "License" to provide Manpower. If so enclose the copy.	:	

I hereby declare that, I am ready to provide manpower at the quoted rates and I am ready to abide by the Terms & Conditions as per tender Notification dated : **06-10-2026.**

Place:

Date:

(Signature and Seal)