

ડીસ્ટ્રીક્ટ એન્ડ સેશન્સ કોર્ટ, રાજકોટ

ટેન્ડર નોટીસ

અત્રેની ડીસ્ટ્રીક્ટ એન્ડ સેશન્સ કોર્ટ, રાજકોટ ખાતે ગ્રાઉન્ડ ફ્લોર પર આવેલ રૂમ નંબર "ઝેરોક્ષ રૂમ" ના સંચાલન કરવા સારૂ તમામ ઈચ્છુક સંસ્થાઓ/પેઢીઓ/વ્યક્તીઓ પાસેથી માસીક ભાડા પેટેના ભાવપત્રકો (અપસેટ પ્રાઈઝ રૂ. ૫,૪૦૦/-) સીલબંધ કવરમાં મંગાવવામાં આવે છે, જે ભાવપત્રકો સીલબંધ કવરમાં તા. ૦૬/૦૩/'૨૪ સુધી અત્રેની કચેરીના કામકાજના દીવસો દરમ્યાન સમય સવારના ૧૧.૦૦ થી સાંજના ૫.૦૦ સુધીમાં અત્રેની ડીસ્ટ્રીક્ટ કોર્ટ, જામનગર રોડ, એફ.સી.આઈ. ના ગોડાઉન પાસે ઘંટેશ્વર, રાજકોટ ખાતેની નાઝર વિભાગ (રૂમ નં. ૨૧૭) માં રૂબરૂ અચુક જમા કરાવવાના રહેશે.

સદર ભાવપત્રકોના સીલબંધ કવર ઉપર "ઝેરોક્ષ રૂમના સંચાલન" લખવાનું રહેશે તેમજ તે અંગેનું ફોર્મ, શરતો અને માહિતી અત્રેની કચેરીની વેબસાઈટ

<https://rajkot.dcourts.gov.in/notice/tender-application-form-copier-machine/> ઉપર ઉપલબ્ધ છે.

જીલ્લા અદાલત

રાજકોટ

તા. ૨૬/ ૨/૨૦૨૪

(માહિતી/રાજ/૧૬૮૧/૨૦૨૪)



ડીસ્ટ્રીક્ટ એન્ડ સેશન્સ કોર્ટ

રાજકોટ

DISTRICT & SESSIONS COURT - RAJKOT
TENDER APPLICATION FORM for RUN COPIER FACILITY

1	[A]	Name of Contractor	
	[B]	Status of the Contractor (Individual / Firm / Company / Other-specify)	
2	Contact Details		
	[A]	Full Postal Address	
	[B]	E-mail Id	
	[C]	Telephone /Mobile No.	
3.	Name and Address of your Bankers, stating the name in which account stands: (copy of First page of bank passbook to be enclosed)		
4.	[A]	Give Details of any Government Contracts executed during the last twelve months (append extra page if necessary)	
5.	Detailis of relevant licence/Registration Held (Documentary proof to be enclosed)		
	[A]	Issue by	
	[B]	Issue date and validity	
6.	Any other information which you consider relevant		
7.	Based in Which City		
8.	Rent Offer by Contractor (Not Less than Rs.5,400/-)		

Date: / /2024

Place: Rajkot

Signature of the Tenderer:

Full Name:

Rubber Stamp of Organization:

TERMS AND CONDITIONS FOR AWARDING CONTRACT TO RUN COPIER FACILITY IN DISTRICT & SESSIONS COURT CAMPUS AT RAJKOT:

1. The offer of the Bidder who will, in the opinion of the Committee, be in a position to give the best services at reasonable prices, will be accepted. The decision of the Committee shall be final.
2. The amount of Security Deposit shall be Rs.15,000/- (Rupees Fifteen Thousand Only). The Security Deposit is to be deposited by the successful bidder in the Nazir Department of this Court. All the rate for Copy / Print shall be inclusive of all taxes and necessary material.
3. There shall be upset price of Rs.5,400/- (Rupees Five Thousand Four Hundred Only) as Monthly Rent/Licence Fees for the District & Sessions Court, Rajkot. Further, this monthly Rent/Licence Fees and other Terms and Conditions shall be reviewed by the District Court, Rajkot every 3 years, if required.
4. The Monthly Rent/Licence Fees shall be paid to the Nazir Department of this Court on or before the 5th day of every calendar month. If the said Monthly Rent/Licence Fees or any part thereof falls in arrears and remains unpaid for a period of 60 days from the due date, the Court can terminate the agreement without any notice to the Contractor/Licensee in that regard and the Security Deposit shall be forfeited.
5. The period of Agreement shall be for 11 months and 29 days from the date of agreement.
6. The Principal Judicial Officer of this Court shall have discretion to renew the agreement for a further period of 11 months and 29 days on the same terms and conditions before the expiry for the agreement.
7. The Contractor/Licensee shall provide Copying and Printing Services at reasonable rates as may be approved by the Committee and such details shall be displayed on a board at a conspicuous place in the Xerox Room.
8. The Contractor/Licensee shall not sublet or part with possession of the premises of Xerox Room or any portion thereof in favour of anyone else and the premises shall not be used for any other purpose. The Contractor/Licensee shall not be allowed to put up any permanent structure or make any alterations or additions to the premises without prior approval of the concerned Committee.
9. The liability of daily maintenance of the premises shall be on the Contractor/Licensee at his/her/its own expenses.
10. It shall be liability of the Contractor/Licensee to pay regularly Electricity Consumption charges of the premises.

11. The Contractor/Licensee to obtain necessary licence/s from the concerned Government Authorities as required by laws for running Copier Facility immediately from the date of awarding the Contract and before starting the Copier Facility. The remuneration of the employees of the Contractor shall be as per prevailing laws. The Contractor/Licensee shall not engage child labourer in the Facility and shall follow all the rules and regulations of the Government and the Labour Laws scrupulously.
12. No person, who is suffering from contagious disease and/or who has criminal – antecedent, shall be employed by the Contractor/Licensee in Facility. The staff of the Contractor and any other person shall not be permitted to use the Facility premises as rest room or lodging house.
13. The Contractor/Licensee shall provide all equipment's for copying & printing at his/her/its own costs and shall keep the same In clean and good condition. Surroundings should be kept clean and any grievance with regard to this, will empower the Committee to discontinue the agreement at any time without giving any notice.
14. The conduct of the Contractor/Licensee as well as his/her/its staff members must be courteous and co-operative towards Officers and Employees of Court/Advocates and litigating public visiting the Facility.
15. The timings of the Facility shall be between 8:00 am to 7:00 pm only during the office working days of Court. The Facility shall remain closed on all Sundays, closed Saturdays and Public Holidays. In case of Covid pandemic, on basis of SOP, the right to change the timings for functioning of Facility shall remain with the Principal Judicial Officer.
16. The Committee shall carry out inspection of Facility from time to time to ascertain as to whether the Contractor/Licensee complies with the terms agreed.
17. The Court shall not be liable for any damage caused to or loss incurred by the Contractor/Licensee either by the act of God or natural calamity or for any other reason or due to fault/negligence on his/her/its part or part of his/her/its employees.
18. On expiry of the period of Agreement, the Contractor/Licensee shall hand over vacant and peaceful possession of the Xerox Room to the Court without raising any dispute whatsoever, failing which, the Committee will take decision to take over possession of the Xerox Room. The Contractor/Licensee can be allowed to remove all the movable articles brought by him/her/it in the premises during the continuance of the agreement, before handing over vacant and peaceful possession of the premises to the Court. No vested right shall be created in any manner nor can be claimed by the Contractor/Licensee by virtue of the agreement.

19. In case of loss or damage to any furniture, fixtures, fittings, etc, provided by the Court in the Xerox Room and/or the Court building caused by the Contractor/Licensee or his/her/its employees due to negligence or otherwise, the cost thereof shall be recovered from the Contractor/Licensee and the same shall be deducted from the amount of Security Deposit.
20. In case of breach of any of the aforesaid terms and conditions or insolvency or non-payment of electricity charges and other charges/taxes, the agreement shall stand terminated forthwith and the Contractor/Licensee shall have to hand over vacant and peaceful possession of the premises to the Court without raising any dispute whatsoever. In case if the Contractor/Licensee wants to terminate the contract in between then the Contractor/Licensee shall deposit license fee, average light bill and tax bill well in advance before 1 month from the date of termination of the contract.
21. All dues of the Court shall be paid by the Contractor/Licensee before vacating the premises. The expenses for drafting of Agreement, Stamp duty, Electric Connection etc. Shall be borne by the Contractor/Licensee.
22. The Contractor/Licensee shall follow all the prevailing laws, Government Resolutions, Notifications and Circulars applicable from time to time and for any breach of the same, the Contractor/Licensee shall be personally responsible.
23. Explosive and dangerous material/thing should not be stored in Xerox Room.
24. On account of demise of the Contractor during the period of Contract, the existing Contract shall be treated as null and void. And it is made clear that the legal heirs of the Contractor have no any right to claim for the said Contract. However, the legal heirs of the Contractor agrees to continue the Contract as per the terms and conditions laid down in the existing Contract then the decision regarding the continuation of the Contract for the period of next 3 months or date of completion of the Contract from the demise of the Contractor whichever may be earlier shall be decided by the Principal District Judge.
25. The Contractor shall furnish the necessary certificates and license with regard to functioning of the Copier Facility that are issued by the Government Authorities.
26. The Contractor/Licensee applying for the tender shall be residing and having its office locally i.e. in Rajkot only.

Date: /02/2024

Place: Rajkot

Signature of the Tenderer:

Full Name:

Rubber Stamp of Organization: