

Accts. Br. No. 39/2023-24

Office of the  
District & Sessions Court,  
Bengaluru Rural District,  
Bengaluru, Dated: 22.03.2024.

**NOTIFICATION**

Sub: Inviting Quotations for outsourcing Photocopier Services by installing one Copier Machine along with Operator (i.e., Men & Machine Work Services) on Cost/Rate per page basis in the court of Senior Civil Judge & JMFC, Devanahalli.

Ref: Letter No. HCC No. 52/2023, Dated: 18.01.2024 of Hon'ble High Court of Karnataka, Bengaluru.

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Sealed quotations are invited from the local private Xerox operators who are interested to prepare the copies of orders and judgments by installing their own copier machine along with Operator in the office of the Senior Civil Judge & JMFC, Devanahalli as per reference cited above until further orders, renewable every year subject to the terms and conditions stipulated here under:

1. The party should furnish valid Registration Certificates and relevant business certifications, which is recognized by the authorities.
2. The party has to bring their own new, good quality, environment friendly and heavy-duty copier machines (70 copies per minute or higher capacity) capable of printing both sides of the sheet. The said machine has to be installed in the copying branch of Senior Civil Judge & JMFC Court, Devanahalli.
3. The installation, maintenance and consumables along with copier machine operator required for the said machine has to be borne by the party only.

4. The electric power, space and required copier sheets will be supplied by the office of the Senior Civil Judge & JMFC, Devanahalli.
5. The party should quote the cost per copy (for one side of the sheet), excluding the cost of papers supplied by the office, including applicable taxes and deductions if any. 1% Wastage shall be allowed and it is not chargeable. The office of the Senior Civil Judge & JMFC, Devanahalli is not liable for any additional / unforeseen cost other than the Cost per Copy.
6. Down time of the copier should be NIL.
7. In case of major repairs of the copiers, alternate machines shall be provided without any loss of time.
8. The copies that are to be prepared are invariably mixture of A4 Size, A3 Size, legal size and other sizes as required.
9. The copies shall have the Auto-feeding, zooming facility in order to increase or decrease the copy size.
10. Payment will be made periodically on receipt of necessary particulars on monthly basis out of the allotment available in the court for the said purpose.
11. The copies those are to be generated by the copier shall be legible and very clear.
12. Man power for operating machine will be provided by the operating agency only.
13. The party shall not sub-lease contract to any individual for carrying out copier related works without prior written permission of the Lessor.
14. The party has to deposit an earnest money of Rs. 10,000/- by way of Demand Draft to be drawn in the name of the **Prl. District & Sessions Judge, Bengaluru Rural District, Bengaluru** which is returnable whenever the copier machine is taken back. Failure to install good copier machines,

earnest money deposited will be forfeited and remitted to the Government.

Private operators who will abide by the above terms and conditions may submit the quotation in a sealed cover superscribing on the cover as **“QUOTATION FOR INSTALLATION OF COPIER MACHINE AT THE COURT OF SENIOR CIVIL JUDGE & JMFC, DEVANAHALLI”** so as to reach the office of the Prl. District & Sessions Judge, Bengaluru Rural District, Basement floor, City Civil Court Complex, Bengaluru-560009 by 4.00 PM on 04/04/2024 and sealed quotations will be opened on 05/04/2024 at 5.00pm in the chambers of the Prl. District & Sessions Judge, Bengaluru Rural District, Bengaluru.

Sd/-  
(M. L. RAGHUNATH)  
Prl. District & Sessions Judge,  
Bengaluru Rural District, Bengaluru.

Copy with a request to publish in the Notice Board:-

1. The Registrar, City Civil Court, Bengaluru.
2. The V Addl. District & Sessions Judge, Devanahalli.
3. The Senior Civil Judge & JMFC, Devanahalli.
4. The Prl. Civil Judge & JMFC, Devanahalli.
5. The Office of the Deputy Commissioner, Beerasandra, Devanahalli.
6. The Tahsildar Office, Devanahalli.
7. The President, Advocates' Association, Bengaluru.
8. The President, Advocates' Association, Devanahalli.
9. Computer Section of this office to webhost the same in the website.
10. Notice Board of this office.
11. Office Copy.