Office of the Principal District & Sessions Judge, West Champaran

Short Tender Notice No. 7/2025

Sealed Tenders/quotations are invited from bonafide & reputed suppliers having requisite experience for providing the following as per the given models and quantity with tender period of 10 days from the date of display of this notice on the website of District Court, West Champaran. Quotations received after stipulated time/date shall not be entertained.

Important information

Sl. No.	Activity	Date
01.	Date of Tender Publication on the official website	30/08/2025
02.	Date of commencement of Bids	30/08/2025
03.	Last Date of receipt of Bids	09/09/2025
04.	Place of submission of Bids	Nazarat, Civil Court, Bettiah
05.	Date/Time/Place of opening of Bids	10/09/2025 @ 4.35 PM in the presence of Purchase Committee Civil Court, Bettiah

Items

Sl. No.	Office Stationary details	Number of items
01.	A4 size Papers	50 cartons
02.	Ball Pen (Black ink)	300 pieces
03.	Ball Pen (Red ink)	200 pieces
04.	Ball Pen (Blue ink)	200 pieces
05.	Court Diary	100 pieces
06	Cello Tape (2 inch)	200 pieces
07.	Cello Tape (1 inch)	100 pieces
08.	HB Pencil	100 pieces
09.	Sua (Needle)	100 pieces
10.	Cover File	100 pieces
11.	Adhesive gum (200 ml)	100 pieces
12.	Stapler (small size)	50 pieces
13.	Stapler Pins (small size)	200 packets
14.	Judgment Paper	200 packets
15.	T Pin	100 packets
16.	Paper weight	100 pieces
17.	Stamp Pad (Blue colour)	100 pieces
18.	Steno Note- Book	100 pieces

Terms & Conditions :

(i.) Proof of Registration of firm/supplier as per Government Rules.

(ii) The firm must have GST and PAN number.

(iü) The articles supplied should be be in good condition.

(iv) The rate of article must be quoted as per unit price.

(v) The rate quoted in Quotation should be inclusive of all taxes and other charges, if any.

(vi) No advance payment shall be made.

(vii) The Court reserves all right to minimize or maximize the quantity as well as right to accept or reject any or all quotations without assigning any reason.

(viii) The firm shall submit its bill in duplicate at the time of supply of articles.

(ix) Payment will be made in account of the firm after due verification of items supplied.

(x) Any dispute shall be subject to West Champaran Jurisdiction.

30/10/21

Judge In- Charge (Admin.)
Civil Court, Bettiah