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TENDER NOTIFICATION

Sub: Submission of sealed tender for supply of Stationery articles from 01/04/2024 to 31/03/2025 for the use of District Court.

With reference to the subject cited above, it is hereby notified that, this office proposed to purchase stationery articles for the use of this office.

Sealed Tenders are invited for purchase of stationery articles as per Karnataka Transparency in Public Procurement Act, 2000 from 01/04/2024 to 31/03/2025 upto a limit of Rupees 5.00 lakh (Rupees Five lakh) only. The Authorized vendors will have to supply the stationery articles for a period of one year i.e., from the date of acceptance of the tender, at the accepted rate as and when indents are placed by this Court.

Therefore, all Authorized vendors, may submit their sealed tender addressed to the Prl.District and Sessions Judge, Chitradurga for supply of Stationery Articles on or before 20/04/2024 within 4.00 p.m. with superscription on the envelop "TENDER FOR SUPPLY OF STATIONERY ARTICLES" by clearly mentioning the Notification No. and date in your tender. Belated, unsealed tender and cover without superscription will be rejected. The sealed tenders may be tendered to this office. The sealed tender will be opened on 20/04/2024 at 5.00 p.m. in the Chamber of the Prl.District and Sessions Judge, Chitradurga. The bidders or their representatives may be present during the opening of the bids. The decision regarding acceptance of tender is reserved and final. No correspondence or enquiries either in person or over phone in this behalf will be entertained.

The Notification copy of terms and conditions, Annexure-I and Annexure-II are web hosted in the Chitradurga Court website <https://chitradurga.dcourts.gov.in/>.

Geetha K.B
3/4

(GEETHA K.B)

Prl. District and Sessions Judge,

Chitradurga
Prl. District & Sessions Judge

Chitradurga. 3/4/24
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TENDER NOTIFICATION

This Court proposed to purchase stationery articles as indicated in Annexure -II enclosed herewith, for day to day work of District Court and therefore, sealed tenders are invited for the same as per the KTTA Act, 2000.

The Authorized vendor shall submit their tender in the Formats Annexure-I and II enclosed herewith.

Terms and Conditions for supply of stationery articles:

1. The rate of stationery articles should be quoted/indicated in relevant part against item wise individual fields at Annexure-II, inclusive of all taxes, levies, freight, forwarding and other expenses. The grand total of all the articles (Sl.No. 1 to 59) per unit inclusive of GST etc., shall be considered to determine the lowest rate.
2. Vendor should quote the price for only one brand each item quoting alternative price against one item may not be considered and rate quoted should be free delivery to this Court including all charges, otherwise the quotation will be rejected. Price quoted for free delivery will be given preference.
3. The tender for supply of Stationery article is for a period of one year from 01/04/2024 to 31/03/2025 and it is valid from the date of entering into an agreement with this office and vendor should supply the stationery articles as and when indents are placed by this office, within 3 days from the date of receipt of indents, without any increase in the price till the completion of the period of tender.
4. The approximate cost of the stationery to be procured by this office for one year from the date of acceptance of the tender would be an extent of Rs.5.00 lakh, as per the KTTA Act, 2000.
5. The brand name has to be stated in the column stated as per Annexure-II. If the materials supplied are found damaged/not satisfactory, and if any other brand other than the stated brand in Annexure-II stationery articles are supplied, the same is liable to be rejected and payment due, if any towards supply of stationery articles may be withheld till the replacement of the same with new one.
6. No escalation of prices.

7. The Vendor shall pay Rs.10,000/- as EMD in the form of Demand Draft drawn in favour of "Prl.District and Sessions Judge, Chitradurga". The tender without the EMD would be rejected outright.
8. The EMD may be forfeited, if the vendor withdraw the bid during the period of agreement.
9. Unsuccessful vendors' EMD will be returned, immediately.
10. The stationery articles supplied shall be of new stock. If any old stock is found in the supplied articles the same is to be rejected and payment will be withheld till the replacement of the same with new stock.
11. The authorized vendor shall furnish the registration certificate of his Firm (xerox copies to be enclosed)
12. The authorized vendor shall furnish the copies of annual turnover for the previous three years i.e., 2021-22, 2022-23 and 2023-24 of the Firm.
13. The authorized vendor shall furnish upto date GST Registration certificate as well as GST clearance certificate.
14. The authorized vendor shall furnish the recent experience certificate of the similar supplied to the Government organization.
15. Termination of the vendor;
The Prl.District and Sessions Court, Chitradurga reserves the right to cancel the agreement of the vendor if;
 - a) The vendor commits breach of any of the above said terms and conditions.
 - b) The vendor goes in to liquidation voluntarily or otherwise.
 - c) The service is found unsatisfactory during the period of agreement.
 - d) Prl.District and Sessions Judge, Chitradurga is reserve the right of acceptance to the whole or any part of the tender (proposal) or portion of the quantity offered and also reducing or enhancing the Tender Amount and to cancel the service, if proposed service is not satisfactory, without assigning/specifying any reasons thereof.
16. The acceptance or rejection of the tender is at the discretion of the Prl.District and Sessions Judge, Chitradurga and it is final and binding on the suppliers.

SUBMISSION OF THE SEALED TENDER:

The tender shall be submitted in a sealed cover addressed to the **PRL.DISTRICT AND SESSIONS JUDGE, CHITRADURGA,** superscribed on the envelop **"TENDER FOR SUPPLY OF STATIONERY ARTICLES"**. The cover should also indicate clearly the name and address of the vendor. The sealed tender should be sent by Registered post AD or personally to this office.

LAST DATE FOR RECEIPT OF TENDER:-

The Tender should reach the Prl.District and Sessions Court, Chitradurga, on or before **20/04/2024 at 4.00 p.m.**

OPENING OF TENDER:

The sealed tender will be opened on **20/04/2024 at 5.00 p.m.** in the Chamber of the Prl.District and Sessions Judge, Chitradurga. The bidders or their representatives may be present during the opening of the bids.

Geetha K.B.
3/4

(GEETHA K.B)

Prl. District and Sessions Judge,

Chitradurga
Prl. District & Sessions Judge
3/4/24

Copy forwarded for wide publication by way of affix on notice board of following offices.

DH NO. 1409/24
4/4/24

1. Director Department of Information (Vaartha Ilakhe) Chitradurga (Copy forwarded in the separate covering letter) for wide publication.
2. The Software Technician of this Court, with a direction to Web host the said Notification on the Chitradurga District Judiciary Website.
3. Deputy Commissioner, Chitradurga District, Chitradurga.
4. Superintendent of Police, Chitradurga.
5. Assistant Commissioner, Chitradurga.
6. The Prl.District & Sessions Court, Davanagere, Haveri, Shimoga, Bellary, Tumkur.
7. The Prl.Senior Civil Judge & CJM., Court, Chitradurga.
8. The Senior Civil Judge & JMFC., Holalkere/ Challakere/ Hiriyyur/Hosadurga.
9. The Prl.Civil Judge & JMFC., Chitradurga/Holalkere/ Challakere/Hiriyyur/Hosadurga.
10. The II Addl. Civil Judge & JMFC., Chitradurga.
11. The Civil Judge & JMFC., Molakalmuru.
12. The Tahasildar, Taluk Office, Chitradurga.
13. The Commissioner, City Municipality, Chitradurga.

ANNEXURE-I

No.DJC/STN/01/2024

Dated:

To,
The Prl.District and Sessions Judge,
Chitradurga-577 501.

Sir/Madam,

We hereby quote for supply of stationery articles as per the terms and conditions prescribed under Notification of the Hon'ble Prl.District and Sessions Judge, Chitradurga and also agree to execute an agreement. The rates quoted will be for a period of one year i.e., from 01/04/2024 to 31/03/2025.

1	Name of the Supplier/Firm (in BLOCK LETTERS)	
2	Full Address	
	i) Telephone No.	
	ii) Mobile No.	
	iii) E-mail Address:	
3	PAN Number (Xerox copy to be enclosed)	
4	Income Tax Clearance Certificates for the last 3 years i.e., 2021-22, 2022-23 and 2023-24 (Xerox copy to be enclosed)	
5	Annual Turnover for the last 3 years (Xerox copies to be enclosed)	
6	Experience Certificate of similar supplies to the organization/s (Xerox copies to be enclosed)	
7	Registration No. of the Firm (Xerox copy to be enclosed)	
8	GST Registration Certificate (Xerox copy to be enclosed)	
9	Chartered Accountant Audited Certificate for the last 3 years (Xerox copier to be enclosed)	
10	Self declaration of not black listed any where.	

Date:
Place:

Signature and Seal of the Supplier

Annexure-II

Form for submission of tender for supply of below mentioned stationery articles to the Courts of Chitradurga unit, as mentioned in the Notification.

Sl. No	Description of the stationery articles	Brand Name/ Specification	Unit	GST rate	Total
1	80 GSM A4 size xerox paper (210 X 297 mm)				
2	80 GSM legal size xerox paper (8.5 X 14)				
3	80 GSM A4 size Green sheets (210 X 297 mm)				
4	Ledger book (five quire)				
5	Shorthand note Book				
6	Documentary file (Plastic folder)				
7	Stick File (F/s)				
8	L shape folder (F/s)				
9	Clear sheet protector				
10	Post-it-pad (1X3) (Plastic Flag)				
11	Marker Tip Pen				
12	Montex boll Pen				
13	Pen (Add gel-Green) (Uni-Ball eye)				
14	Pen (Add gel-Blue) (Uni-Ball eye)				
15	Pen (Add gel-Red) (Uni-Ball eye)				
16	CD Marker Pen				
17	Permanent Marker Pen				
18	Marker Pen (Red)				
19	Marker Pen (Black)				
20	Highlighter Pen (yellow)				
21	Pencil (Apsara)				
22	Eraser (Big size) (Apsara)				
23	Eraser (Small size) (Apsara)				
24	Ink Eraser (Mikado)				
25	Sharpner (Apsara)				
26	Pen and Pencil mug				
27	Pen stand (Big size) (Cobra)				
28	Ink Bottle Blue (Parker Quink fountain Blue pen ink)				
29	Ink Bottle (Blue) (Bril)				
30	Ink Bottle (Green) (Bril)				

Sl. No	Description of the stationery articles	Brand Name/ Specification	Unit	GST rate	Total
31	Ink Pad (Big) (Select)				
32	Ink Pad (Small) (Select)				
33	Kora Cloth (Red colour)				
34	Kora Cloth (white colour)				
35	Cello tape (Big) (1")				
36	Cello tape (Small) (1/2")				
37	Gunny Thread				
38	Twine Thread				
39	Lace Thread(Thabalak Thread)				
40	Patti roll (packing material)				
41	Green lace tag				
42	Cotton tag (Small size)				
43	Rubber band (Small size)				
44	Gum paste (Camlin)				
45	Notice board pin				
46	Gund pin				
47	Stapler pin No.10(Small)				
48	Stapler pin No.24/6 (Big)				
49	Gum Bottle				
50	Packing paper (Brown colour)				
51	Paper cutter (big)				
52	Cloth line cover 12X10(A4)				
53	Zip lock cover				
54	CD, DVD Fiber Holder				
55	Knife				
56	Poker (Wooden)				
57	Seizer (Big) (Kent)				
58	Seizer (Small) (Kent)				
59	Water pad & Sponje				
	GRAND TOTAL				

Date:
Place:

Signature of the supplier and
seal of the firm