To dt. 2375
6/7/26

PROCEEDINGS OF THE PRL. DISTRICT AND SESSIONS JUDGE, CHAMARAJANAGAR

TENDER NOTIFICATION NO. ADMN/02/2026
DATED: 04.07.2026

Sub: Calling for sealed Tender for providing 04 photo copier service(Xerox Machines only) for the use of District and Taluka Courts in Chamarajanagar District.

Ref: 1. Hon'ble High Court of Karnataka, Bengaluru Letter No. HCC No.52/2023, dated 18.01.2024.

2. Hon'ble High Court of Karnataka, Bengaluru Letter No. HCC No.19/2024 (52/2023), dated 24.09.2024.

3. KTTP Act 199 and Amended KTPP Act 2000.

4. Office Notes and Orders passed thereon 04.07.2026.

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Sealed tenders are invited from the eligible firms/agencies/ Operators (preferably local) for installation of their own 04 Copier Machines(Xerox Machine) on cost/rate per page basis through outsource method on OPEX Model, for preparing photo copying of the Judicial records including Orders, judgments, IAs, evidences, exhibits and other office documents/records etc., of the District & Taluka Courts as shown below in Chamarajanagar District.

Sl. No.	Name of the Court	No. of copier machines required
1	Prl. District & Sessions Court, Chamarajanagar	01
2	Senior Civil Judge & JMFC Court, Kollegal	01
3	Senior Civil Judge & JMFC Court, Gundlupet	01
4	Prl. Civil Judge & JMFC Court, Kollegal	01
TOTAL		**04**

...2/-...

The tender is subject to terms and conditions stipulated here under, as per Hon'ble High Court of Karnataka, Bengaluru letters vide under reference - 2 & 3

Terms and Conditions:

1) The tenders should furnish valid registration certificate and relevant business certificates which is recognized by authorities.

2) The tenders should not have been black listed by any state/Central Government/any other PSU, as on the date of its proposal. The agency/firm/organization that are in litigation will not be eligible to participate in this tender. An undertaking to that effect should be submitted.

3) The Vendor/tender has to install its own good condition, environment friendly and heavy duty Xerox machine. The service provider shall use non-carcinogenic and non-harmful ink/cartridges/ toners and the machines should be free from radiation hazards. The Photo copier machines should be capable of printing on both sides of the sheet, specifically on auto feed mode. The said Copier Machines have to be installed in the designated location/branch of the concerned Court. The installation cost, maintenance, damage due to rat bite/power fluctuation/short circuit or under any unforeseen circumstances and the consumables cost required for the said machines has to borne by the vendor only.

4) The electricity, space and required copier sheets will be supplied for the copying purpose by the Courts.

5) Expected Functions and Features of copier machines:

...3/-...

All devices Shall have the following features:

i. Support Duplex Photocopying/Print.

ii. Support A3,A4, Legal Type Mono Prints.

iii. Support for White Photocopying/Print sheets with 75 GSM or Above.

iv. Duplex Automatic (Standard) with Document Feeder (Single Pass dual Scan).

v. Print Speed 45ppm or more (Black A3/A4/Letter,Normal).

vi. Print technology Digital/Laser Mono print.

vii. Max Monthly Duty Cycle>=2,00,000 impressions.

viii. Continuous copy - Max 9999 copies.

ix. Duplex- AUTO (1:2, 2:2, 2:1).

x. Minimum two Tray Capacity of 500 Sheets each.

6) Down time of the Copier Machines should be NIL during working days.

7) In case of major repairs of the Copier Machines, the Vendor shall provide alternate machine without any loss of time on his own cost.

8) The Copies that are to be prepared are invariably mixture of A4, A3 and Legal Size, as required.

9) Manual to operate should be provided for the copier Machines and supplier contact number and E-mail ID should be posted on the machines.

10) The installer has to analyses/inspect the overall performance of the copier machines monthly.

11) The Copier Machines shall have the auto feeding, saving in various digital formats, zooming facility in order to increase or decrease the size of the copies and other basic capabilities.

12) Payment will be made periodically on receipt of necessary particulars by the vendor on monthly basis out of the allotment available in the Court for the said purpose.

...4/-...

13) The copies those are to be generated by the copier machines shall be legible and very clear.

14) The party shall not sub-let the installation of copying machines to any third parties carrying out copier related work without prior permission of the lessor.

15) The party shall maintain premises in a clear and hygienic manner without causing any nuisance or considerable disturbance of any kind in the vicinity.

16) The vendor has to deposit an Earnest Money of Rs.10,000-00 by way of Demand Draft in the name of the Prl. District and Sessions Judge, Chamarajanagar which is returnable upon completion of procurement process.

17) Successful bidder has to enter into Service Level Agreement as per the above mentioned terms and conditions before installation of the copier machines and submit performance Bank Guarantee of 5% of the established copying output of the copier machines for a year.

18) 60000 will be rough estimated copies per annum. However, Courts will not make any minimum commitment of pages for the copier machines.

19) Finalized price per page for copying will be treated as rate contract initially for 01 year, which may be extended for two more years (total 3 years), renewable every year from the date of commencement.

20) Prl. District and Sessions Judge, Chamarajanagar is not binding to accept the lowest proposal or any proposal and deserves the right to cancel the entire tender process without assigning any reason or reject the service at any point of time, if the proposed service is not satisfactory.

...5/-...

21) The work service of printing/copying of the Court documents by providing machines will be on credit basis and on delivery of service on monthly basis. The payment will be made by this office after receiving the funds by the Hon'ble High Court/Government, due to other reason if any delay in making payment by this office, the tender should bear such delay until payment will be made.

22) If the Prl. District and Sessions Judge, Chamarajanagar notices any fault/Discrepancies on the work service, the payment would be withheld till the rectification and that in the event of non fulfillment of any terms or whole of the contract, there is forfeiture of EMD amount and security deposit, deposited by the tender without any notice and that the contract would be canceled.

23) All the output of copies should be neat and clear and the vendor shall Guarantee/maintain acceptable level of copy quality through out contractual period.

24) The proposal without the relevant documents will be treated as ineligible. The Firm/Agency/operators who will abide by the above terms and conditions are to submit the tenders in a sealed cover addressed to the Prl. District and Sessions Judge, Chamarajanagar with super scribing on the cover as " Tender for installation of Copier Machines in the District & Taluka Courts in Chamarajanagar District" so as to reach the office by 5.00 p.m. on 06.08.2026 and the sealed tender will be opened on at 05.00 p.m. on 07.08.2026 in the chamber of the Prl. District and Sessions Judge, Chamarajanagar. The Tender Notification can be downloaded from the Chamarajnagar Judiciary Website https://chamarajanagara.dcourts.gov.in.

(PRABHAVATHI G.)
PRL.DISTRICT AND SESSIONS JUDGE,
CHAMARAJANAGAR.

Prl. District and Sessions Judge
Chamarajanagar.

...6/-...

Forwarded for information and necessary action to:

1. The Registrar General, Hon'ble High Court of Karnatka, Bengaluru.

2. The Prl. City Civil and Sessions Judge, Bengaluru, Prl. District and Sessions Judge, Bengaluru Rural District, Mysuru, Ramanagara, Madikeri, Mandya, Hassan, Tumakuru, Kolar, Shivamogga, Kalaburagi, Raichur, Yadagiri, Vijayapura, Ballari, Bagalkote, Belagaum, Gadag, Dharwad, Mangaluru, Udupi, Bidar, Uttara Kannada - Karwar Chikkamagaluru, Chikkaballapura,Chitradurga, Davanagere, Haveri - through E-mail only :- with request for wide publicity and to display this notification on Notice Board.

3. All the Court in Chamarajanagar District - through E-mail only :- to display in the office Notice Board.

4. The Deputy Commissioner, Chamarajanagar - for publication of the Tender Notification in the next Tender Bulletin and to display in the Notice Boards of your office.

5. The Superintendent of Police, Chamarajanagar.

6. The Tahasidars, Chamarajanagar, Kollegal, Gundlupet, Yelandur & Hanur - to display in the office Notice Board.

7. The Information officer, Department of Information and publicity, Chamarajanagar to give wide publicity at free of cost in leading local News Papers.

8. The Director, Department of Information and Publicity No.17 Vartha Soudha, Infantry Road, Bengaluru, requesting for publication of the same in two widely circulated daily News Paper, each of Kannada & English language for wide publication.

9. The Commissioner, Town Municipality, Chamarajanagar.

10. Software Technician - to share on District Court official website.

11. The Senior Sheristedar, Accounts Branch, PDJ Court.

12. Office Copy.