CIVIL COURT, KHAGARIA

TENDER NOTICE

Sealed Quotation with estimated with price are invited from reputed firms/suppliers/authorized dealers /vendors for the supply of items mentioned below from the date of publication of this notice on the Official Website of Civil Court, Khagaria i.e . https://khagaria.dcourts.gov.in Quotation with required document indicated in the annexture to the notice, may be submitted in a sealed envelope to addresses Nazarat, Civil Court, Khagaria during the office hours.

Last date and time of Receipt of Bids.	10.09.2025/4.30 P.M
Place of Submissions of Bids.	Nazarat Dept. Civil Court, Khagaria
Date/Time/ Place of opening of Bids.	On 10.09.2025 at 4:45 P.M. In the Chamber of D.A.J-IInd, Khagaria.

The Description of items to be supplied are as follows:-

Sr No.	Products	Quantitiy and Maxium Bidding price.
1.	**Canon A4, A3 and Legal Size Multifunction Photocopy machine installation along with all other equipments required.**	**2** **Maxium Bid price -3,90,000/- (Three Lakh Ninety Thousand Only)**

Terms and Conditions:-

1. The financial bid shall contain separates rates of all types as per the description in inclusive of all taxes, for each unit, in sealed envelopes, as well as the consolidated amount.

2. The technical bid shall contain a copy of registration/incoporation/equivalent certficate, Aadhar, PAN and GST Registration certificate along with declaration of experience.

3. The bidder, who are distributors/retailers shall be preferred over entities dealing in the terms through other agencies.

4. Every bidder must deposit a demand draft drawn on Nationalized Bank/ Scheduled Bank for 10% of the maxium bidding price in favour of **Principal District & Sessions Judge, Khagaria** as earnest money deposit.

5. Validity of bid will be 15 days from the date of opening of the bid.

6. The earnest money of the bidder, whose quotations are not approved, shall be released after the award of the work to be successful tendered. The successful bidder shall be refunded earnest money deposit only after successful completion of the work, pending which the same shall be treated as performance Security.

7. The contractor shall be competent to deliver the items immediately after the issue of supply order failing which the office reserves the right to get any other authorized party to carry out the supply.

8. The contractors shall completely indemnify against liability, claims loses or damages, sustained by it or them by reason of delay in supply or any breach of agreement, wrongful act negligence by the contractor of any of its employees engaged in supply of the items.

9. In the event of failure to supply the required items by the contractor within reasonable time, Civil Court, Khagaria shall have the right to terminate the contract at any point during its continuance.

10. Payment shall be made upon satisfaction regarding the items supplied. The Contractors shall raise invoice only after full delivery and all endeavour shall be made for payment within reasonable time for the date if receipt of the invoice. The Civil Court, Khagaria shall have right to scrutinise the bill before processing the payments.

11. The office shall be entitled to deduct in accordance with applicable laws, GST or other deductions (as the case may be), from any payments made to the contractor.

12. The notice inviting tender and conditions for tender shall form part of agreement.

13. The competent courts in Civil Court, Khagaria shall alone have jurisdiction in respect of any matters pertaining to the tender & contract.

By Order

Shailendra Kumar

Distrcit & Additional Sessions Judge- II[nd]
Civil Court, Khagaria. 26/8/25