

DISTRICT LEGAL SERVICES AUTHORITY, KHAGARIA
TENDER NOTICE

Sealed Quotations with estimated 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 . <https://khagaria.dcourts.gov.in> Quotation with required documents indicated in the annexure to the notice, may be submitted in a sealed envelope to address Secretary, District Legal Services Authority, Khagaria during the office hours.

Last date and time of Receipt of Bids	15.06.2026/4:00 P.M
Place of Submissions of Bids	Secretary, District Legal Services Authority, Khagaria
Date/Time/ Place of opening of Bids	On 15.06.2026/4:30P.M In the Chamber of District and Additional Sessions Judge -cum -Special Judge, Excise I, Khagaria.

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

Sl No	Item Name	Item Description	Quantity
1	Rack/Almirah	closed metal rack/Almirah 3 feet * 5 $\frac{1}{2}$ feet * 1 $\frac{1}{2}$ feet with 22 gauge metal seat, with minimum one year warranty	7
2	L-Shape Executive Table	6 feet* 3 Feet $\pm$ 1 inch, Three side Covered & with Drawer, Made with Waterproof plywood along with table top 8mm Glass, thickness of Plywood 19mm with minimum one year warranty	1
3	Executive Table	6 feet* 3 Feet $\pm$ 1 inch, Three side Covered & with Drawer, Made with Waterproof plywood along with table top 8mm Glass, thickness of Plywood 19mm with minimum one year warranty	1
4	Visitor Chair	fix armrest with padding/ PU Armrest, Minimum chair seat height 400mm, Cushion Chair Seat & Backrest with leatherette Material with minimum one year warranty	10
5	Desktop Computer	Windows O.S, Core i5/12gen/inbuilt wifi/ 8GB RAM /512GB ROM/24inch Monitor with minimum one year warranty	3
6	Laser jet Printer	All in one multi functional duplex printer with & scanner with minimum one year warranty	2
7	U.P.S	650VA with minimum one year warranty	3
8	Pendrive	64GB with minimum one year warranty	2
9	Vaccum Cleaner/ Blower for computer	up to 500 watt with minimum one year warranty	1

Terms and Conditions:-

1. The financial bid shall contain separate 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/incorporation/ equivalent certificate, 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. Validity of bid will be 15 days from the date of opening of the bid.
5. 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.
6. 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.
7. In the event of failure to supply the required items by the contractor within reasonable time, District Legal Services Authority, Khagaria shall have the right to terminate the contract at any point during its continuance.
8. 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 of receipt of the invoice. The District Legal Services Authority, Khagaria shall have the right to scrutinise the bill before processing the payments.
9. 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.
10. The notice inviting tender and conditions for tender shall form part of agreement.
11. The competent courts in Civil Court, Khagaria shall alone have jurisdiction in respect of any matters pertaining to the tender & contract.

By Order

Pustpam Kumar Ma

30-05-2026

District and Additional Sessions Judge -cum
-Special Judge, Excise I Civil Court, Khagaria.