

कार्यालय, जिला एवं अपर सत्र न्यायाधीश प्रथम -सह- अध्यक्ष,  
आधारभूत संरचना कमिटी, खगड़िया।

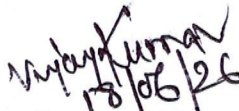
दिनांक 18 वीं जून, 2026.

व्यवहार न्यायालय, खगड़िया परिसर में कैटीन संचालन हेतु निविदा आमंत्रित की गई है। सभी संबंधित निविदाताओं को सूचित किया जाता है कि निविदा प्रपत्र जमा करने की **अंतिम तिथि 06.07.2026 समय 4.30 बजे अपराह्न तक** निर्धारित किया गया है। निविदा प्रपत्र न्यायालय प्रबंधक, व्यवहार न्यायालय, खगड़िया के कार्यालय में जमा लिया जाएगा।

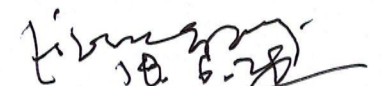
निर्धारित तिथि एवं समय के पश्चात् कोई भी निविदा प्रपत्र जमा नहीं लिया जाएगा।

नाजीर, व्यवहार न्यायालय, खगड़िया को निर्देश दिया जाता है कि यह आदेश नजारत विभाग के नोटिस बोर्ड पर चस्पा करें एवं सिस्टम असिस्टेन्ट, व्यवहार न्यायालय, खगड़िया को निर्देश दिया जाता है कि इस आदेश को व्यवहार न्यायालय, खगड़िया के वेबसाइट पर अपलोड करें तथा व्यापक प्रचार प्रसार हेतु जिला पदाधिकारी, खगड़िया को एक प्रतिलिपि भेजें

सभी संबंधित को सूचित करें।

  
(विजय कुमार)  
न्या० दण्डा० प्रथम श्रेणी  
-सह- अपर मुंसिफ,  
खगड़िया।

  
सचिव, जिला विधिक  
सेवा प्राधिकार,  
खगड़िया।

  
जिला एवं अपर सत्र  
न्यायाधीश प्रथम -सह-  
अध्यक्ष, व्यवहार न्यायालय,  
खगड़िया।

# **TENDER NOTICE**

**Office of the District & Sessions Judge, Khagaria**

Tender Notice No.:- 03/26

Date : 18/06/26

**Subject : Invitation of Tender for Running Refreshment Canteen in Civil Court Premises, Khagaria**

Sealed tenders are invited from eligible and experienced Vendor for running a Refreshment Canteen in the premises of Civil Court, Khagaria, subject to the terms and conditions mentioned below.

## **1. Scope of Work**

The selected bidder shall :

- Run and maintain a refreshment canteen in the Civil court premises.
- Provide tea, coffee, snacks, lunch, drinking water, and other light refreshments.
- Ensure cleanliness, hygiene, and quality of food items.
- Quality and quantity must be maintained as per standards.
- The Canteen should open on all working day of Civil Court Khagaria.

## **2. Space Details**

- Space measuring approximately 25X20sq.ft. (or as available) will be provided within the Civil Court premises.
- Location - Near the Excise Court Building.

## **3. Eligibility Criteria**

- Bidder having prior experience in running canteen/food services (preferred).
- Need to Submit Food License Certificate.
- Bidder need to submit an affidavit for not been blacklisted by any Government/Semi Government institution.
- Submit Adhar Card
- PAN Card
- Need to Submit rate chart of the refreshment items in separate Sheet enclosed.

## **4. Tender Security Deposit**

- Security Deposit (Refundable) :- Bidder must have to submit a Demand draft of rupees 25,000/- in favour of Principal District & Sessions Judge Khagaria.

## **5. License Fee/Rent**

- The successful bidder shall pay a monthly rent as decided as per rules.
- Electricity charges shall be borne by the bidder.
- That the rent will be enhance every alternate year by 10% at the flat rate.

## **6. Terms & Conditions**

- The contract shall be valid for a period of 11 months extendable based on performance and no complain against the licensee.
- The canteen shall remain open during court working hours on all working days.
- Quality and hygiene must be strictly maintained.
- Rates once approved shall not be increased without prior permission.
- No intoxicants, tobacco, or prohibited items shall be sold.
- Prices of food items should be reasonable and approved by the administration.
- The premises must be kept clean and hygienic at all times.
- The administration reserves the right to inspect the canteen at any time.
- Any violation of terms may lead to cancellation of contract.
- The administration reserves the right to accept or reject any or all tenders without assigning any reason one month prior notice.

## **7. Required Documents**

- Application Form
- Food License under FSSI Act.
- Identity Proof (Adhar/PAN)
- Address Proof
- Experience Certificate (if any)
- Affidavit regarding non-blacklisting
- Financial details (Income Tax Return if available.)

## **8. Submission of Tender**

- The tender must be submitted in a sealed envelope superscribed as:
- "Tender for Canteen in Civil court Khagaria"
- Last date for submission:
- Place of submission: Nazarat Civil Court, Khagaria

**The allotment of Canteen and finalization of rate, Terms & Conditions of License Shall be the Sole discretion of the Administration of Civil Court Khagaria.**

**The Court administration also reserves the right to cancel this expressin of interest in part or full with one month of Prior Notice.**



Principal District & Sessions Judge  
Khagaria.

**APPLICATION FORM FOR ALLOTMENT OF CANTEEN  
(ON TENDER BASIS)**

**1. Name of the Applicant/Firm:**

**2. Father's/Proprietor's Name:**

**3. Full Address (with Contact Details):**

**4. Type of Organization:**

- Individual - Individual
- Proprietorship Firm
- Partnership Firm

**5. Food License Details (if any):**

**6. PAN Number (Compulsary) :-**

**7. Experience in Running Canteen / Catering Services:**

**8. Details of Present Address/Temporary.**

**9. Details of Demand Draft (EMD):**

**10. Proposed Menu & Rate List: YES/NO**

**11. Any Other Relevant Information:-**

**DECLARATION**

I/We hereby declare that the information furnished above is true and correct to the best of my/our knowledge. I/We agree to abide by all the terms and conditions mentioned in the tender document. In case any information is found incorrect, my/our application may be rejected.

**Signature of Applicant**

## MENU RATE CHART

For Refreshment Canteen,

### A. Beverages (पेय पदार्थ)

| Sl. No. | Item Name     | Quantity/Unit Rate (Rs.) |
|---------|---------------|--------------------------|
| 1.      | Tea           |                          |
| 2.      | Coffee        |                          |
| 3.      | Milk          |                          |
| 4.      | Mineral Water |                          |

### B. Snacks (नाश्ता)

| Sl. No. | Item Name    | Quantity/Unit Rate (Rs.) |
|---------|--------------|--------------------------|
| 1.      | Samosa       |                          |
| 2.      | Kachori      |                          |
| 3.      | Veg Cutlet   |                          |
| 4.      | Bread Pakora |                          |
| 5.      | Noodles      |                          |
|         | Others       |                          |

### C. Miscellaneous (अन्य)

| Sl. No. | Item Name | Quantity/Unit Rate (Rs.) |
|---------|-----------|--------------------------|
| 1.      |           |                          |
| 2.      |           |                          |
| 3.      |           |                          |
| 4.      |           |                          |

### Declaration

I/We hereby certify that the above rates are reasonable and inclusive of all taxes, and I/We agree to abide by the terms and conditions of the tender.

**Signature of Bidder**