## Office of the Principal District & Session Judge, East Champaran, Motihari

**Tender No. 15/2025(Purchase Cell) F.Y- 2025-2026, Date:- 15.07.2025**

***Place of Receipt of Quotation :- Office of the Administration Incharge, Nazarat, Civil Court, East Champaran, Motihari.***

As directed, sealed Tender(s) are invited from the reputed and bonafide Agencies/Firms/Companies, having proper GST registration and good experience of Service/Repairing of Printers and its related equipment, at the court premises of Civil Court, Motihari as well as Sub-Divisional Civil Courts of Sikarhana at Dhaka, Areraj and Raxaul at Motihari. Quotation(s) are invited in respect of **AMC of 141 pieces of printers** of different models, details of which are as follows :-

1. 31 pieces of HP Laserjet 1566 Printer
2. 38 pieces of HP Laserjet P1108 Printer
3. 48 pieces of HP Laserjet Pro MFP M427fdw Printer
4. 18 pieces of HP Laserjet pro MFP M26nw Printer
5. 06 pieces of HP Laserjet Pro MFP 128fn Printer

The firm/ supplier must have the financial capacity to execute the supply of aforesaid article. The Quotations must reach this office within three weeks (21 Days) from the date of display of this notice on the website of Civil Court, Motihari. Quotation received after stipulated time/date shall not be entertained. This tender notice can be downloaded from the website of Civil Court, Motihari:- "https://motihari.dcourts.gov.in/".

**Terms & Conditions :-**

1. The Quotations should be specific and clear.
2. The Agencies/Firm/Company submitting quotation should also submit details of its experience in the field duly supported by relevant endorsement/certificate.
3. Proof of Registration of firm/supplier as per Government Rules.
4. The firm must have GST and PAN number.
5. The rate quoted in Quotation should be inclusive of all taxes and other charges, if any.
6. No Advance payment shall be made. The payment shall be made only after completion of the work order.
7. The Quotation duly approved by competent Authority shall be valid for the period of one year from the date of notification.
8. Approval of quotation shall not entitle the concerned Agencies/Firm/Company for issuance of work order.
9. The Competent Authority reserves the right to withdraw and/or cancel this tender any time after notification without assigning any reason(s).
10. The Court reserves the right to minimise or maximise the quantity as well as right to accept or reject any or all quotations without assigning any reason.

**By Order,**

15/7/25

**Administration Incharge,**
**Civil Court, Motihari.**

15/7/25

**Nazir,**
**Civil Court, Motihari.**