OFFICE OF THE PRINCIPAL DISTRICT AND SESSIONS COURT, SANGAREDDY

Dis. No. 3441 / 2025 Date: 21 / 11 / 2025

TENDER NOTIFICATION

Sealed Tenders are invited from reputed and eligible suppliers for supply of the following stationery item to the **Principal District and Sessions Court, Sangareddy**.

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1. Item Description

Sl. No.	Description of Item	Specification	Quantity
1	White Paper	JK Copier Brand, 75 GSM, A4 Size (Red Label)	**1000 Bundles**

2. Place of Submission

To:
The Chairman,
Purchase Committee-cum-Principal District and Sessions Court,
Sangareddy

The sealed tender must reach the Office of the Principal District and Sessions Court, Sangareddy, on or before 29 / 11 / 2025 up to 2 :00 PM.

3. Date and Time of Opening of Tenders:- The sealed tenders will be opened on **29/ 11 /2025 at 3.30 AM/PM** in the Chambers of the undersigned, in the presence of the tenderers who may wish to attend.

4. Date and Time of Negotiations:- If required, negotiations with the eligible tenderers will be conducted on:

Date : 29/ 11 / 2025
Time : : AM/PM 3.30PM
Venue : Chambers of the Chairman,
Purchase Committee-cum-Principal District and Sessions Judge,
Sangareddy

Only the tenderers who qualify after evaluation will be permitted to participate.

5. Terms and Conditions

1. The tender shall be submitted in a **sealed cover**, superscribed as *"Tender for Supply of JK Copier A4 White Paper – 75 GSM"*.
2. Rates shall be quoted **per bundle**, inclusive of GST, transportation, delivery, loading/unloading, and all incidental charges.
3. The supplier must quote **only for original JK Copier Brand (75 GSM, A4, Red Label)**.
4. The successful bidder shall supply the material within **7 working days** from the date of issue of the Purchase Order.
5. Payment will be made only after satisfactory delivery and verification by the concerned Section.
6. The undersigned reserves the right to accept or reject any or all tenders without assigning any reason.
7. Late, incomplete, or improperly sealed tenders will be summarily rejected.
8. Tenderers may remain present at the time of opening of the tenders if they so desire.
9. The Tenderers shall present before purchase committee with sample

Chairman, Purchase Committee-cum-
Principal District and Sessions Judge,
Sangareddy

Copy to:

1. The Member, Purchase Committee-cum-I Additional District and Sessions Judge, Sangareddy
2. The Member, Purchase Committee-cum-II Additional District and Sessions Judge, Sangareddy
3. The Sr. Superintendent, Central Nazarath, Principal District and Sessions Court, Sangareddy
4. The Sr. Superintendent, Accounts Section, Principal District and Sessions Court, Sangareddy
5. The System Assistant, with a request to upload the Tender Notification on the official District Court website.
6. The Notice Board Section, for affixture on the Court Notice Board.
7. The Public Relations Officer, Sangareddy, for wide publicity.
8. The District Collector, Sangareddy, for information.
9. Spare.

True Copy / Forwarded / By Order

Chief Administrative Officer
Pri. Dist. and Sessions Cou
Sangareddy