PRINCIPAL DISTRICT AND SESSIONS COURT, VIJAYANAGARA DISTRICT, HOSAPETE.

Tel.No.08394 - 225186 E-mail I.D.:-e-mail: pdj.vijayanagar@gmail.com

No.02/2026/ADM Dated:- 02.07.2026

TENDER NOTIFICATION

Sub:- Procurement of Copier Machine service through OPEX method for the use of Trial Courts in Vijayanagara Unit.

Ref:- **1)** Letter No.HCC No.52/2023, dated 18.01.2024 of the Hon'ble High Court of Karnataka, Bengaluru.

2) KTPP Act 1999 and Amended KTPP Act-2020.

3) Office Note dated 30.06.2026 and orders passed thereon.

Quotations are invited from the local (preferably) private Xerox operators who are interested to prepare the copies of Judicial records including Orders, Judgments, IAs, evidences and exhibits etc by installing their own copier machines in the premises of Court Complex.

1. The Principal District and Sessions Court, Vijayanagara District, **Hosapete – 01.**
2. I Additional Civil Judge and JMFC Court, **Hosapete – 01.**
3. Senior Civil Judge and JMFC Court, **Kudligi – 01.**
4. Senior Civil Judge and JMFC Court, **Hagaribommanahalli-01.**
5. Civil Judge and JMFC Court, **Hagaribommanahalli – 01.**
6. Senior Civil Judge and JMFC Court, **Harapanahalli – 01.**
7. Civil Judge and JMFC Court, **Huvinahadagali – 01.**

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As per the resolutions of the Hon'ble Computers & Technology Committee, subject to terms and conditions stipulated here under:-

TERMS AND CONDITIONS:-

1. The Vendor has to install his/its own good condition environment friendly and heavy duty Xerox Machines. The said Copier machines have to be installed in the designated location/branch of the Court. The installation cost, maintenance and the consumables cost along with copier machine operator cost required for the said machine has to borne by the vendor only.

2. The Vendor shall quote / offer copying cost per page basis. Court will supply the paper only. 1% wastage shall be allowed and it shall not be chargeable copies.

3. The electric power, space and required copier sheets will be supplied for the copying purpose by the Court/Establishment concerned.

4. Down time of the Copier Machine should be NIL during working days.

5. In case of major repairs of the Copier Machine, the vendor shall provide alternate machine without any loss of time.

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6. The copies that are to be prepared are invariably mixture of A4, A3 and Legal size.

7. The Copier Machine shall have the zooming facility in order to increase or decrease the copy size.

8. Payment will be made periodically on receipt of necessary particulars by the vendor on monthly basis out of the allotment available in the court for the said purpose.

9. The Vendor has to deposit an Earnest Money of **Rs.10,000/-** by way of Demand Draft drawn in the name of the **PRINCIPAL DISTRICT AND SESSIONS JUDGE, VIJAYANAGARA DISTRICT, HOSAPETE,** returnable upon completion of procurement process.

10. Successful bidder has to enter into Service Level Agreement as per the above mentioned terms and conditions before installation of the copier machine and submit Performance Bank Guarantee of 5% of the estimated copying output per copier machine for three years.

11. Approximately 1 Lakh or more will be rough estimated copies per annum for Copier Machine. However Court will not make any minimum commitment of pages for any Copier Machine.

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12. Finalized price per page for copying will be treated as rate contract initially for one year and renewable each year i.e., upto 3 years, if court concerned finds work and service of the Vendor is satisfactory for a further period which is agreeable to the Court concerned.

13. Principal District & Sessions Judge, Vijayanagara District, Hosapete, will reserve the right to cancel the service if the proposed service is not satisfactory.

14. All output of copies should be clean and clear, vendor shall Guarantee/maintain acceptable level of copy quality through out contractual period.

Private operators who will abide by the above terms and conditions may submit the quotations in a sealed cover addressed to Principal District and Sessions Judge, Vijayanagara District, Hosapete with super scribing on the cover as "Quotation for installation of Copier Machine at -

1. The Principal District and Sessions Court, Vijayanagara District, Hosapete.
2. I Additional Civil Judge and JMFC Court, Hosapete.
3. Senior Civil Judge and JMFC Court, Kudligi.
4. Senior Civil Judge and JMFC Court, Hagaribommanahalli.
5. Civil Judge and JMFC Court, Hagaribommanahalli.
6. Senior Civil Judge and JMFC Court, Harapanahalli.
7. Civil Judge and JMFC Court, Huvinahadagali.

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So as to reach the office of the Principal District and Sessions Judge, Vijayanagara District, Hosapete, by 04.00 p.m. of 20.07.2026 and the sealed quotations will be opened on 20.07.2026 at 05.00 p.m. in the chamber of the Principal District and Sessions Judge, Vijayanagara District, Hosapete.

12/7/26.

DISNO 2163 / 2026

Principal District & Sessions Judge,
Vijayanagara District, Hosapete.

Prl. District and Sessions Judge
Vijayanagara District, Hosapete

Copy submitted to:-

The Registrar General, Hon'ble High Court of Karnataka, Bengaluru.

Copy to:-

1) All the Principal District & Sessions Judges of Karnataka State, with a request to display this Notification in their Notice Board (through e-mail).
2) All the Courts of Vijayanagara Unit (through e-mail).
3) The Deputy Commissioner, Vijayanagara District, Hosapete,to display this Notification in the Notice Board of the said Office.
4) The Superintendent of Police, Vijayanagara District, Hosapete, to display this Notification in the Notice Board of the said Office.
5) The Commissioner, City Municipality, Hosapete, to display this Notification in the Notice Board of the said Office.
6) The Accounts branch of this Court (through e-mail).
7) Office Copy.

Copy for information to:-

- The Directorate, Department of Information and publicity No.17, Varthasoudha, Infantry Road, Bengaluru, requesting for publication of the same in two widely circulated daily news paper each of Kannada & English language for wide publication through Nodal Officer.
- Software Technician of this Court with a direction to web host this tender on the official website of District Court, Vijayanagara.
- Notice Board of this Office.

Pass port size Photo of the Tenderer

TENDER FORM

TENDER FOR PROVIDING COPIER MACHINE SERVICE THROUGH OPEX METHOD.

Tender Notification Dated: 02-07-2026.

E.M.D amount of Rs.10,000/-.
Last date for receipt of Tender 20.07.2026 at 04.00 P.M.

1.	Name of the Tenderer.	:	
2.	Address & Contact No. of the Tenderer.	:	
3.	Voter ID Card No./Adhar Card No. of the Tenderer.	:	
4.	Whether E.M.D amount deposited? If so furnish the details.	:	
5.	**Quote the Cost** of copying per page (in figures and words).	:	

DECLARATION

I hereby declare that, I am ready to install my own good condition environment friendly and heavy duty xerox machine in the designated location/ Branch of the Court.

I do hereby declare that, I abide by the Terms & Conditions as per tender Notification dated: **02-07-2026**.

Place:
Date:

(Signature)