OFFICE OF THE DISTRICT & SESSIONS JUDGE, BAKSA MUSHALPUR

Memo No. DJ/BAK/2025/ 4759 Date 10.12.25

NOTICE INVITING TENDER

Dated at Baksa, 09th December 2025

Sealed tenders notice affixing Court stamp of **Rs. 8.25** (Non-Refundable) are invited from the intending suppliers, dealers, or authorized distributors/firms for the **Supply of Curtains**, in the establishment of O/o District & Sessions Judge, Baksa, Mushalpur.

The selected supplier shall be responsible for the supply of new, unused, and high-quality curtains as indicated below.

Sl. no	Particulars	Nos	Remarks
1	**Curtains for Door** (for Office chambers in the O/o Dist. & Sessions Judge est., Baksa)	***28 nos*** (7 ft. in length)	*Preferably light colored/ self-designed/off-white color /light grey color*
2	**Curtains for windows** (for Office chambers in the O/o Dist. & Sessions Judge est., Baksa)	***27 nos*** (7 ft. in length)	
3	**Curtains for door** (for Residential quarter of Dist. & Sessions Judge est., Baksa)	***24 nos*** (6 ft. in length)	
4	**Curtain for windows** (for Residential quarter of Dist. & Sessions Judge est., Baksa)	***24 nos*** (7 ft. in length)	

GENERAL TERMS AND CONDITIONS-

1. The sealed envelope containing quotation shall be marked as **"Tender for supply of Curtains in the O/o District & Sessions Judge establishment, Baksa",** the following documents must be annexed along with the quotation.
   a. A copy of PAN Card
   b. A Copy of Trade license from Municipality Board or any other authority
   c. Up-to-date copy of GST clearance certificate.
   d. Experience certificate/work order copies, if any,
   e. Warranty/guarantee details.(if any)

Each page of the documents should be signed by the bidder with seal to establish the bidder's eligibility and its qualification to perform the supply of materials if bid is accepted. In the absence of any of the documents/information, the offer may be summarily rejected without making any further reference in this regard.

The sealed quotations should be submitted to the **OFFICE OF THE DISTRICT & SESSIONS JUDGE, BAKSA MUSHALPUR,** during office hours on working days.

2. Rates and Taxes: The rates quoted must be firm, final, and inclusive of all applicable taxes. The bidder must submit an item-wise rate list in a clear tabular format, both in figures and words.
3. The charge for transportation and any other additional cost shall be borne by the bidder/bidders
4. The entire supply shall be completed within 30 (thirty) days from the date of issue of supply order. Items shall be delivered and installed at the office premises of the District & Sessions Judge, Baksa, without any additional charges.
5. All items supplied must be brand new and unused and the suppliers shall enclosed the sample along with the quotations.
6. The supplier shall also ensure proper delivery, placement, and installation (wherever applicable) in the Court Complex, Baksa.
7. Payment shall be made only after successful delivery, installation of the items. No advance payment will be made under any circumstances. The decision of the Hon'ble District & Sessions Judge Baksa, towards satisfaction of the quality of the material shall be final. Payment of the material supplied under purchase order will be paid on receipt of complete consignment and checking of the material and on production of a) Invoice in duplicates and b) Delivery Challan duly signed by the consignee.
8. In case of violation of any terms and conditions of the tender document and if any item is found defective, sub-standard, or not in conformity with the specifications, the same shall be replaced at the supplier's cost within a reasonable period.
9. The undersigned is not bound to accept the lowest tender. The undersigned reserves the right to accept or reject any or all tenders, wholly or partially, without assigning any reason whatsoever, as well as the undersigned reserve the rights to modify the tender notice.

10. The decision of the Hon'ble District & Sessions Judge, Baksa Mushalpur in all respect shall be final and binding in all.

The sealed quotations should reach the office of the undersigned on or before 19th December, 2025 and no quotations will be received thereafter and no quotations received after the stipulated date and time shall be entertained, whether submitted in person or received by post, speed post, courier, or any other means.

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District & Sessions Judge
Baksa Mushalpur

Memo no DJ/BAK/2025/4760-4762 Date 10.12.25

Copy to for information:

1. The System Asst, Baksa, He is directed to upload the same along with the list of articles in the official website.
2. The Accountant of this establishment
3. All the Notice board
4. Office File

09.12.25

District & Sessions Judge,
Baksa, Mushalpur

District & Sessions Judge
Baksa, Mushalpur