Office of the Principal District & Sessions Judge, Supaul

Quotation Inviting Notice No- 01
Date- 11.09.2026

Sealed quotations are hereby invited from the bonafide, reputed, registered firm or authorized dealers engaged in the repair and maintenance of office furniture, for the repairing of the following Godrej-make chairs installed in the Civil Court, Supaul:-

SI. No.	Description of item	Approximate Quantity
1.	God. Make High-Back Chairs	07 in number
2.	God. Make Computer Chairs	03 in number
3.	God. Make Visitors Chairs	29 in number

The scope of work includes replacement of damaged spare parts, and the repair of hydraulics, wheels/castors, armrests, seats and back cushions, upholstery, tilt mechanism, and bases. It also includes welding, polishing, tightning of fittings, and any other work necessary to restore the chairs to proper working condition.

Terms & Condition:-

1. The quotation must be submitted in a sealed envelope superscribed: " Quotation for Repairing of Godrej-Make Chairs" and addressed to the undersigned.
2. The quotation must reach this office on or before 28.09.2026 up to 4.00 P.M.
3. The quotation will be opened in the chamber of undersigned on 29.09.2026 at 1:35 P.M. in the presence of the bidders or their authorized representatives, if they wish to attend.
4. Bidder may inspect the chairs during office hours on any Sunday prior to submitting their quotation.
5. The quoted rates must be all inclusive, covering labour, transportation, replacement of spare parts, taxes, and any other incidental expenses.
6. Only genuine, high-quality spare parts must be used. Repaired chair must carry a warranty of at least one year from the date of completion of the work.
7. The successful bidder must complete the repair work within 10 days from the date of issuance of the work order.
8. Payment will be processed only after the satisfactory completion of the repair work.
9. The undersigned reserves the right to accept or reject any or all quotations without assigning any reason therefor.

11/9/26

(Sudeep Pandey)
Munsif -cum- D.D.O.
Civil Court, Supaul