

**OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE,**  
**HAZARIBAGH**

Email id:- civilcourthazaribagh28@gmail.com

**Notice inviting application for providing service of Faras cum Pani Pande from Reputed Outsourcing Empanelled Agency on Outsourcing Basis.**

**DATE:- 30.04.2025**

This is to inform that in pursuance to the directions contained in Letter No. B.4/Vidhi-stha.-147/2022-01/Stha., dated 20.07.2003 of the Law Department of Jharkhand, Ranchi, the Civil Courts, Hazaribagh invites applications for providing "Service of **one (01) Faras cum Pani pande** on outsourcing Basis" on the terms and conditions mentioned below from reputed Outsourcing Empanelled Agencies which provide similar services to other Government Department.

**Terms & Conditions.**

1. The application should be addressed to the **Principal District & Sessions Judge, Hazaribagh** in a sealed envelope clearly mentioning therein "**Application for Outsourcing Service of Faras cum Pani pande**" and the same shall be submitted to the office of Registrar, Civil Courts, Hazaribagh, through speed post or personally in the office of Registrar, Civil Courts, Hazaribagh **on or before 15<sup>th</sup> of May, 2025 by 17:00 Hrs.**

2. The nature of services to be procured will purely on temporary basis. The human resource assigned to the above post will be the sole responsibility of the agency and in any condition or circumstances the human resources deployed for the services will not claim for their services to be permanent or demand directly to the department for extending facilities during their services.

3. The application should be accompanied by the following documents: -

- a) Self attested copies of Registration of firm/company,
- b) Experience certificate issued by the other Government department,
- c) Self-Attested copy of PAN card of firm/company/individual,
- d) Self-attested copy of the ITR,
- e) An affidavit of non-Blacklisting on Non- Judicial Stamp Paper,
- f) Self-attested copy of Goods and Service Tax (GST) registration and GST Return,
- g) Self-attested copy of valid License order as per the contract Labour (R&A) Act 1970,
- h) Mobile Number & e-mail address &
- i) Self declaration & signature.

4. The shortlisted application shall be called for interview through E-mail/mobile number provided by them.

5. Applying for engagement does not create any right/assurance whatsoever and the undersigned reserves his right to accept or to reject any application.

For further details, please contact the office of the Registrar, Civil Courts, Hazaribagh.

Sd/-  
Principal District & Sessions Judge,  
Hazaribagh