

CIVIL COURTS, SERAIKELLA-KHARSAWAN

REQUEST FOR QUOTATION

Advt. No. 03 /2026

Dated : 07/04/2026

In exercise of the resolution of the meeting dated 07/04/2026 of Purchase Committee, Civil Court, Seraikella, quotations are invited from interested service providers in the designation of the undersigned for the following works:-

Name of the Item :

1. "Repairing / Servicing of "Two (02) Water Cooler-cum-Purifiers" installed in Civil Court, Seraikella."

Terms & Conditions :

- (a) Whether your quotes are inclusive or exclusive of sales taxes/VAT; if not otherwise stated, we will assume, your quotes are inclusive of sales taxes.
- (b) If service costs are not included in your quote, please state this clearly, otherwise we will assume they are included.
- (c) Your terms of payment.
- (d) All price quotations must be firm and state when they expire.
- (e) Award of supply order shall be made to the lowest quotation, which complies with the description of the items.
- (f) Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the service provider or his/her authorized representative.
- (g) Manual submission of quotation and eligibility documents will be accepted in Nazarat, Civil Court, Seraikella addressing on or before **14/04/2026**, as it is matter of urgency , hence paucity of time given for filling quotation.
- (h) The decision of the purchasing committee subjected to the approval of Ld. Pr. District & Sessions Judge, Seraikella-Kharsawan, will be binding in case of residuary matters.

Sd/-
Judge-in-Charge,
Civil Court, Seraikella.

Memo No. 143-144 /2026 Dated- 07/04/2026

Copy to :-

1. Nazir, Civil Court, Seraikella to get it displayed in Notice Board of Civil Court, Seraikella.
2. System Assistant to upload it in the official website of Civil Court, Seraikella.


Judge-in-Charge,
Civil Court, Seraikella.