OFFICE OF THE CIVIL JUDGE (JR. DIVISION)
-CUM JUDGE IN-CHARGE,
NEZARAT SECTION,
MEKHLIGANJ SUB-DIVISIONAL COURT,
MEKHLIGANJ, COOCHBEHAR.

No. 39(7) **Dated: Mekhliganj, the 19th day of May, 2026**

From : Civil Judge (Jr. Division)
-cum-Judge In-charge,
Nezarat Section,
Mekhliganj Sub-Divisional Court
Mekhliganj, CoochBehar.

To :

(i) The District Judge,
CoochBehar.
(ii) The Judge In-charge,
Accounts Department,
District Judge's Office,
CoochBehar.
(iii) The District Magistrate,
CoochBehar.
(iv) The SDO,
Mekhliganj, CoochBehar.
(v) DIO, NIC
CoochBehar
(vi) Nodal Officer,
District Judge's Office,
CoochBehar
(vii) System Officer,
CoochBehar

Sub: Forwarding the approved 'Tender' by the Vehicle Committee, Mekhliganj Sub-Divisional Court, Mekhliganj, CoochBehar.

Sir,

I am forwarding herewith the **'Approved Tender'** by the **'Vehicle Committee'**, Mekhliganj Sub-Divisional Court, Mekhliganj, Coochbehar with a request to make the wide circulation of the same, following the existing Government procedure and norms in this regard, by using Your good office and doing the needful in this regard.

Haardikaa Rajdev
Civil Judge (Jr. Division)
-cum-Judge In-charge,
Nezarat Section
Mekhliganj Sub-Divisional Court,
Mekhliganj , CoochBehar

Civil Judge
Junior Division
Mekhliganj

Enclosure:
Approved Tender.

Office of the Civil Judge (Junior Division)
Mekhliganj, Cooch Behar

Order No. 20 **Dated, Mekhliganj the 19th day of May, 2026**

NOTICE: INVITING TENDER

In view of the Order Dt. 03.06.2025 of Learned District Judge Cooch Behar and Resolution Dt. 18.05.26 of Vehicle Committee Sub-divisional Court, Mekhliganj, regarding plying of a new vehicle to come under agreement with this establishment on rental basis, for Administrative use as well as other purposes of Sub-divisional Court Mekhliganj, TENDER(s) are invited from registered commercial vehicle owners, following the rates and other guidelines issued from the Government of West Bengal.

TENDER(s) must be submitted in the official **TENDER BOX** of the Civil Judge (Jr. Divn.)'s Office, Mekhliganj, placed in the office room of the **Nezarat Section, Mekhliganj by 4:30 PM** up-to **06.06.2026** and the same will be opened subsequently. For details may contact with the office of the undersigned.

Required criteria of vehicle:

- **ONE MINT CONDITIONED [SCORPIO] vehicle having Valid Contract Carriage Permit for coming under agreement with the Civil Judge(Jr. Divn.)'s Court Mekhliganj and remain attached for administrative use of Mekhliganj Sub-divisional Court.**

Terms and Conditions:

- **The vehicle will be required in 01 number, to be deployed at Sub-divisional Court, Mekhliganj.**
- **The bidder will have to arrange the garage facility at any place required which is nearest to the Mekhliganj Sub-divisional Court Complex.**
- **Maximum of 10 Kilometers between garage of the vehicle and place of reporting will be allowed (both ways)**
- **The bidder will be responsible to ensure the availability of vehicle on all days that the vehicle is asked to report for duty including Saturday/Sunday or other Holidays, if need be.**
- **The bidder will be responsible for all the repair and maintenance / taxes / certification of fees / and fines / in respect of the vehicles and all the papers of the vehicles should be up-to date.**
- **The vehicle should be maintained in uncompromising condition and should abide by all the norms of plying commercial vehicle as laid down by the Transport Department or any other related Department of Government of West Bengal.**
- **The bidder will be responsible to ensure that alternate arrangement of vehicle of similar category is available in case of any breakdown of any vehicle.**
- **The bidder will have the ensure fire safety & security system available in the vehicle and also to maintain proper level of hygiene during duty hours.**
- **The driver to be engaged for the hired vehicle by the bidder should be physically fit and mentally alert and should be disciplined, well behaved & maintain cleanliness of the vehicle itself.**
- **The driver should be advised to maintain all traffic rules on the road.**
- **The Vehicle Committee, Mekhliganj Sub-divisional Court reserves the right to accept or reject the TENDER without assigning any reason.**
- **The Vehicle Committee, Mekhliganj Sub-divisional Court reserves the right to accept or reject the body of services subject to the satisfaction in respect of requirement and immediacy.**
- **The services(s) should be supplied to this end within Seven (07) days from the date of issuing the supply order.**
- **The rates must be quoted in both figures and in words.**
- **Bidders are to submit rates separately for the different groups/categories of items, if any. Warranty/Guaranty periods are to be specifically mentioned.**
- **Rates are to be placed after observing parity with the amount provided in the Serial No. 01 for BS-III- Non Air conditioned Maxi Cab in the G.O. No. 3564-WT/3M-81/98 Dt. 24.11.2008.**

sd/-
Civil Judge(Jr. Divn.)
Mekhliganj, Cooch Behar

Civil Judge
Junior Division
Mekhliganj

Copy to :-
1. Ld. District Judge, Coochbehar for kind information &
2. Ld. Judge In-charge, Accounts Dept., District Judges' Office, Sadar, Coochbehar for information.

Continued.....

Copy for information to the following dignitaries along with a request to display the tender notice in their respective 'Office Notice Boards' and 'Official Websites', if any, for wide circulation and information of all concerned:-

3. The District Magistrate, Cooch Behar
4. The S.D.O Mekhliganj.
5. NOTICE BOARD, Mekhliganj Sub-Divisional Court.
6. The D.I.O, N.I.C. Cooch Behar with a request to publish the same in www.coochbehar.gov.inand Official website of www.nic.in and www.nic.gov.in for widest circulation.
7. Nodal Officer, Sadar, Coochbehar &
8. SYSTEM OFFICER, Ld. District Judge's office with a request to upload the notice in the official website of this judgeship with kind approval of ld. District Judge, Cooch Behar and also to take proper steps for uploading the tender notice in the website of Hon'ble Court, Calcutta (**www.calcuttahighcourt.gov.in)** with approval of ld. District Judge, Cooch Behar **for widest circulation.**

Office of the Civil Judge (Junior Division) Mekhliganj, Cooch Behar

Letter No. 38(8) **Dated, Mekhliganj the 19th day of May, 2026**

Copy to :-
1. Ld. District Judge, Coochbehar for kind information &
2. Ld. Judge In-charge, Accounts Dept., District Judges' Office, Sadar, Coochbehar for information.

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Haardikaa Rajdev
Civil Judge (Jr. Divn.)
Mekhliganj, Cooch Behar
Civil Judge
Junior Division
Mekhliganj