

**DISTRICT COURT, PATNA****NOTICE INVITING Tenders****Dated:- 27.05.2025**

Quotations are invited from the reputed/ registered firms for supply and insatallation of Photocopier cum Scanner at Civil Courts, Patna Judgeship:

Sl. No.	<u>Articles</u>	Quantity					Remarks
		Patna	Patna City	Barh	Danapur	Masaurhi	
1.	<u>Photocopier cum Scanner</u>	02	01	01	01	01	

*\*Specifications:-*

1. Copying speed should be 45-55 ppm.
2. Features required:- SPDF, Duplex, Scanner, USB printing, Internet/LAN/Wi-Fi/mobile connectivity etc.
3. Photocopier machine equipped with latest/updated/advanced technology would be preferred.
4. Toner yield:- 40,000 ti 45,000 copies.
5. Drum yield:- 3-5 lakh copied/life time would be preferred.
6. Warranty:- Minimum Three (03) year onsite and Two (02) year comprehensive AMC is desirable.

The quotation is to be submitted in sealed cover on or before **10.06.2025** at 12.30 p.m. with the following

**Terms & Conditions:**

- I Tender should be in two part Technical & Financial Bid separately.
- II The Quotations should be accompanied by Earnest Money Deposit (EMD) of 5% of total estimated value of articles in the form of Demand Draft/ Fixed Deposit Receipt/ Bankers cheque or unconditional Bank Guarantee from any of the Commercial/ nationalized/ scheduled banks in an acceptable form drawn in favour of the Judge-in-Charge, Civil Courts, Patna, without which the quotations will not be considered. The earnest money will be returned to all the unsuccessful Tenderers after finalization of the Contract without interest.
- III The Tenderer must have an average annual turnover of **Rs.10,00,000/- (Rupees ten lacs)** during the last three years in the same field.
- IV Tenderer should provide Income Tax Return for the last three financial years along with copy of Pan Card, GSTIN, any document for adress proof, Registration No. & date, and Account Details such as Account Type, Account Holder Name, A/c No., Bank IFSC Code.
- V The Tenderer may provide the details of any previous supply (along with quantity and value of contract) made to any Government Organisations in the last 3 financial years.
- VI The Tenderer shall quote the rate inclusive all taxes, written both in numbers as well as in words.
- VII No extra charges (including freight) will be acceptable.
- VIII The period for completion of work will be **15 days** from placing of work order.
- IX Payment will be made after the satisfactory completion of the work on the availability of FUND and no advance payment shall be made in any condition.
- X There is no obligation on the part of the District Court, Patna to inform the unsuccessful Tenderer of the outcome of the tender process and reasons for rejection of Tender.
- XI The rates finally approved/accepted by the District Court, Patna shall be valid and no upward revision will be allowed under any circumstances whatsoever.
- XII The District Judge, Patna, reserves the right to amend or alter any of the terms and conditions of the Tender Document at any time.
- XIII Nos. of articles may be change as per requirement.
- XIV Any dispute shall be subject to Patna Jurisdiction.
- XV District Court, Patna may cancel the tender without assigning any reason at any time.

By Order  
Registrar I/c  
Civil Courts, Patna