DISTRICT COURT, PATNA

TENDER NOTICE

DATED- **04.04.2026**

Quotations are invited from the reputed/ registered local firms for supply of A/4 size 75 GSM white papers of reputed company for Copying Department of Patna Judgeship for financial year 2026-27 as per requirement.

Terms & Conditions:

I The Quotations should be accompanied by Earnest Money Deposit (**EMD**) of **Rs.10,000/- (Ten Thousand)** only 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 Registrar, Civil Courts, Patna, without which the quotations will not be considered. The earnest money will be returned to all the unsuccessful Tenderer after finalization of the Contract without interest.

II Tenderer should provide Income Tax Return for the last three financial years along with copy of Pan Card, GSTIN, any document for address proof, Registration No. & date, and Account Details such as Account Type, Account Holder Name, Bank A/c No., Bank IFSC Code.

III The Tenderer may provide the details of any previous supply (along with quantity and value of contract) made to any Government Organizations in the last 3 financial years.

IV The Tenderer shall quote the rate inclusive all taxes.

V The rate should be written both in numbers as well as in words.

VI No extra charges (including freight) will be acceptable.

VII No advance payment shall be made in any condition.

VIII 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.

IX The rates finally approved/accepted by the District Court, Patna shall be valid and no upward revision will be allowed under any circumstances whatsoever.

X The District Judge, Patna, reserves the right to amend or alter any of the terms and conditions of the Tender Document at any time.

XI Any dispute shall be subject to Patna Jurisdiction.

XII District Court, Patna may cancel the tender without assigning any reason at any time.

The quotation is to be submitted in sealed cover with samples by **16.04.2026** at 03.30 p.m. in the office of the undersigned.

By Order

4/4/26

I/c Registrar,
Civil Courts, Patna