

IN THE HIGH COURT OF JUDICATURE AT PATNA

(PURCHASE CELL)

Notice Inviting Tender

Sealed quotations are invited from reputed firms/suppliers/authorized dealers having local shop for supply and installation of Utensils and Miscellaneous Items (**Annexure 'A'**) at **Judges' Guest House, Chhajjubagh, Patna** within 21 days from the date of publication of this notice on the official website of Patna High Court.:- <http://patnahighcourt.gov.in>

Sl. No.	Notice inviting Tender No. 04/ 2025-2026	
1.	Date of Notice Inviting Tender	11-07-2025
2.	Last date & time for submission of Tender	31-07-2025 at 5.00pm
3.	Date & time of opening of Tender	01-08-2025 at 03.00pm
4.	Place of opening of Tender	Near O.S.D Chambers

Documents required to be submitted along with bid:-

(i). Proof of GST Registration.

(ii). Copy of PAN Card.

(iii). Copy of Income Tax Return for the last two years.

(iv). **An Earnest Money Deposit of Rs.10,000/- must be enclosed along with quotation in the form of Demand Draft issued from Nationalized/Scheduled Bank in favour of Registrar General, Patna High Court, Patna, Payable at Patna.** No interest shall be paid on the EMD and the EMD shall be forfeited in case the selected/successful bidder does not accept the work order or unable to supply goods as per the stipulated terms.

(v). The firm will have to submit an affidavit regarding not blacklisted in any Government Office during its entire business period.

(vi). Copy of turnover certified by a chartered Accountant/Auditor for the last two financial years with minimum average transaction of Rs. 25 Lakh for indication of financial capacity to execute the orders for supply of the articles in time.

Other Terms and Conditions:-

(1) All the tender proposals will have to be submitted in hard copy with all pages numbered and signed. Further **Checklist and Undertaking** must be enclosed with the bid.

(2) The rate quoted in tender should be inclusive of all taxes and other charges, if any.

(3) The articles should be in good condition. Further, quantity of items may be increased or decreased as per requirement of the Court.

(4) Quotation/tender received after stipulated time/date shall not be entertained.

(5) The Firm/supplier/Authorized Dealer shall submit detailed specification (Catalogue) of aforesaid articles along with their quotations. The Firm/Supplier/Authorized Dealer have to display quoted items, if required by this Court.

(6) The Firm/supplier/Authorized Dealer has to submit Proof of Registration, as per Government Rules.

(7) No advance payment shall be made.

(8) The Court reserves the right to accept or reject any or all quotations without assigning any reason.

(9) The Firm shall submit the bill in two copies after supply of articles.

(10) Payment will be made in the account of the firm after due verification of the items supplied.

(11) The successful bidder will have to supply the articles for a minimum period of one year at the approved rate, if agreed bilaterally.

(12) The successful bidder will have to submit an undertaking that proper service will be provided during warranty period on its own responsibility, if informed by this Court.

(13) It is obligatory for all the interested firm/supplier/authorized dealer to quote price for all the articles as mentioned at Sl. No.1 to 58 otherwise, quotation submitted will not be entertained. **However, the firm may submit separate quotation for the item mentioned at Sl. No.59.**

(14) **The bidders will have to print Logo (dome of Patna High Court) on the articles mentioned at Sl. No. 25 to 31, 34, 37, 42, 43 & 48. The logo will be provided by Court.**

(15) The bid will be decided on the basis of quality and price of the articles.

(16) Quotation shall remain valid for a period not less than 90 days after the last date for submission of quotation.

(17) Any clarification regarding the Tender may be sought by visiting Purchase Cell, Patna High Court during Office Hours.

(18) The Bidder will have to obtain a Pass from Pass Counter of Patna High Court before submitting the Quotation.

(19) The successful bidder is required to submit 5% of value of the Supply Order as performance security which shall be deposited by successful bidder(s) by way of Demand Draft from Nationalized/Scheduled bank drawn in favour of "**The Registrar General, Patna High Court**" payable at Patna for a period of one (01) year which will be refunded on satisfactory performance of supplied articles. No interest will be paid on performance security.

(20) In the event of any dispute arising from this tender, the decision of Patna High Court shall be final and binding on all parties. Any dispute whatsoever shall be subject to the Jurisdiction of Courts at Patna, Bihar only.

(21) On the top of the Envelope, the **Tender No.04/2025-26** be clearly mentioned.

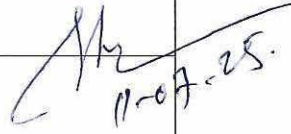
Address for Submission of the Tender:- In the Box kept Near O.S.D Chambers, Patna High Court, Patna-800028.

Date:11 /07/2025


11-07-25.
**Officer on Special Duty
Patna High Court**

List of Items "Annexure" (A)

Sl. No.	Name of Items with printed of Dome with Judges' Guest House, Patna	Require quantity
1.	Kadhai (small, Medium & Big)	3 pcs each (9)
2.	Dekchi 2 ltr with lid	4 pcs
3.	Dekchi 1 ltr with lid	4 pcs
4.	Dekchi 5 ltr with lid	2 pcs
5.	Cooker 3 ltr	2pcs
6.	Cooker 2 ltr	2 pcs
7.	Kalchul	2 pcs
8.	Cholni	4 pcs
9.	Kathouti	2 pcs
10.	Service Kalchul (Spoon)	6 pcs
11.	Roti Tawa	2 pcs
12.	Dosa Tawa	2 pcs
13.	Idli Maker	1pc
14.	Chakla+belna	4 pcs
15.	Aata Parthan container with lid	2 pcs
16.	Jaali (rice) Strainer	2 pcs
17.	Chanauta	2 pcs
18.	Masala container	2 pcs
19.	Biscuit container	4pcs
20.	Aata+Chawal container (3kg) with lid	2 pcs each (4 pcs)


11-07-25.

21.	Plastic Container- size	10 pcs
22.	Chimta	4 pcs
23.	Butter crusher	2 pcs
24.	Vegetable crusher	2 pcs
25.	Full plate	100 +20 =120 pcs
26.	Service plate	16+20 =36 pcs
27.	Quarter plate	100+20 =120 pcs
28.	Tea set (Cup & Saucer)	100+16 pcs = 116 (232 cup + plate)
29.	Soup bowl	100+20 =120pcs
30.	Rice bowl	100+20 = 120 pcs
31.	Sweet bowl	100+20 = 120 pcs
32.	Water glass	100 pcs
33.	Juice glass	100 pcs
34.	Spoon	100+20 = 120 pcs
35.	Fork Spoon	50 pcs
36.	Small Spoon	100 pcs
37.	Service bowl (small, medium, big)	4 set +6 = (30) pcs
38.	Service spoon	12pcs
39.	Chimta	6 pcs
40.	Chimta (roti maker)	2 pcs
41.	Service Tray	4 small, 6 big size
42.	Sugar pot	8+20 = 28 pcs

Handwritten signature and date:
11-07-25.

43.	Milk pot	8 +15 = 23 pcs
44.	Tea Strainer Channi (round shape)	8 pcs
45.	Tea channi (steel make)	2 pcs
46.	Butter knife	6 pcs
47.	Knife	6 pcs
48.	Service casserole	4+20 = 24 pcs
49.	Tea pan	4 pcs
50.	Khal Musher	2 pcs
51.	Induction burner	2 pcs
52.	Frying pan	2 pcs
53.	Chinese Kadhai	2 pcs
54.	Steel tray	4 pcs
55.	Cutting board (chopping board)	2 pcs
56.	Mixer Grinder & Juicer	2 pcs
57.	Bread Toaster	2 pcs
58.	Sandwich toaster	1 pc
59.	Vacuum Cleaner	1 pc

Note. Warranty/Guarantee of items at sl. no. 51, 56 to 59 should clearly be mentioned in the quotation.

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11-07-25

Check List to be submitted with tender Document:-

S.No	Particlulars	Yes/No	Page No.
1	The rate quoted in tender should be inclusive of all taxes and other charges, if any.		
2	Proof of GST Registration Certificate.		
3	Copy of PAN Card.		
4	Copy of Income Tax Return for the last two years		
5	Copy of turnover certified by a Chartered Accountant/Auditor <u>for the last two financial years with minimum average transaction of Rs. 25 Lakh .</u>		
6	Eamest Money Deposit of Rs.10,000/- in the form of Demand Draft issued from Nationalized/ Scheduled Bank in favour of Registrar General, Patna High Court, Patna, Payable at Patna. However, this will be not applicable on those who are registered with Central Purchase Organisation/ State Purchsae Organisation/ National Small Industries Corporation(NSIC).		
7	An affidavit to the effect that the firm has not been black listed/ de-registered/ barred by the Central/ State Government/ Society during their period of business. Further, the bidder will also mention that their supply of aforesaid article will be as per quality, quantity and time frame mentioned in terms of tender.		
8	The firm/ supplier/ authorized dealer must have authorized shop/service centre/ repairing centre/ service partner in area under Patna Municipal Corporation/ nearest to Patna for after sales service. Complete address of the same with the Contact no. must be mentioned in quotation.		
9.	Undetaking duly Signed and Stamped.		

**Signature & Name/
authorized signatory of bidder
with Stamp**

Undertaking

(To be printed on the letter head of Tenderer)

Tender No. /2025-26/ Purchase Cell dated2025 .

1. I/We undertake that I/We have carefully studied all the terms and Conditions and understood the parameters of the proposed items and shall abide by them.

2. I/we also undertake that I/We have understood "Parameters and Specifications, terms and conditions for executing the order" mentioned in this tender notice and shall conduct the work strictly as per these "Parameters and specifications"

3. I/We further undertake that the information given in this tender are True and Correct in all respect and we hold responsibility for the same.

4. I/We also undertake that the materials to be supplied will be in accordance with specification mentioned in Tender notice and also abide by warranty terms and conditions. I/We shall be responsible for rejection/cancellation of contract if the materials are not found up to the mark or for Civil/Criminal proceedings if the material supplied found sub-standard/ not abiding by terms and conditions of tenders.

5. I/ We also undertake that supply of aforesaid article will be of original brand and as per quality, quantity and time frame mentioned in terms of tender.

**Signature & Name/
authorized signatory of bidder
with Stamp**

Place

Date