

**THE HIGH COURT OF JUDICATURE AT BOMBAY**  
**APPELLATE SIDE, MAHAMAHOPADHYAY DR. K. KANE MARG,**  
**FORT, MUMBAI- 400 032.**

**NOTICE INVITING e-TENDER**

**e-Tender No. HIGH COURT/STATIONARY/2026/02**

**e-Tendering notice for supply of Steel Cupboards (Powder Coated) for use of the  
Bombay High Court, Appellate Side Registry, for the period of one year.**

The High Court, Bombay, Fort, Mumbai-400 032 invites e-tenders in the prescribed format for the supply of Steel Cupboards (Powder Coated) for the use of the Bombay High Court, Appellate Side Registry. The Authorized Dealers/Registered Suppliers/Distributors and bonafide Indian Citizens as individuals, societies or corporate bodies having good experience, with financial capability, may participate for being taken up on the panel for the period of ONE YEAR for the supply of Steel Cupboards (Powder Coated) as per the specifications mentioned in **Annexure-III** and **BoQ** of the e-tender document. Interested parties/offers may submit their tender offers **on or before 04/06/2026, up to 04.00 p.m.**, on the e-tendering website of the Government of Maharashtra, i.e., <https://mahatenders.gov.in>.

The Tender document and the terms & conditions are available on the websites viz., <https://mahatenders.gov.in> and <https://www.bombayhighcourt.nic.in>

Date: 07<sup>th</sup> May, 2026

Sd/-  
Registrar General,  
High Court, Bombay

**THE HIGH COURT OF JUDICATURE AT BOMBAY**  
**Appellate Side, Mahamahopadhyay Dr. K. Kane Marg,**  
**Fort, Mumbai- 400 032.**

**e-Tender Notice No. HIGH COURT/STATIONARY/2026/02**

The Registrar General, Appellate Side, High Court at Bombay, invites online bids (Technical & Financial) from eligible bidders, which are valid for a minimum period of 180 days from the date of opening of bids (i.e. 08/06/2026) for supply of Steel Cupboards (Powder Coated) for use of the Bombay High Court, Appellate Side Registry, for the period of one year from the date of execution of an agreement/contract with successful bidder.

Sr. No.	Particulars of the item to be supplied (all sizes in MM)	Estimated cost of e-Tender (Rs.)	Earnest Money Deposit (EMD) to be submitted (Rs.)
1	Steel Cupboard (Major) Size 1980 x 915 x 485	Rs. 20,00,000/- (Twenty Lakhs)	Rs. 60,000/- (Sixty Thousand)

Prospective bidders desirous of participating in this tender may submit their written queries to the Registrar, Finance & Budget on or before **30/05/2026 upto 04.00 p.m.** through email on [fnbcs-bhc@nic.in](mailto:fnbcs-bhc@nic.in), [rghk-bhc@nic.in](mailto:rghk-bhc@nic.in) with subject line “Pre-bid queries in respect of supply of Steel Cupboard (Powder Coated)”. Based on queries received, the High Court may amend the Tender/ issue Corrigendum, if required.

Interested parties may view and download the Tender document containing the detailed terms & conditions, from the websites viz. <https://mahatenders.gov.in> and <https://www.bombayhighcourt.nic.in>

Date: 07<sup>th</sup> May, 2026

sd/-  
Registrar General,  
High Court, Bombay

**THE HIGH COURT OF JUDICATURE AT BOMBAY**  
**Appellate Side, Mahamahopadhyay Dr. K. Kane Marg,**  
**Fort, Mumbai- 400 032.**

**TENDER DOCUMENT**

**e-Tender Notice No. HIGH COURT/STATIONARY/2026/02**

**Supply of Steel Cupboard (Powder Coated)**

**Section I:- Eligibility Criteria**

Sr. No.	Eligibility Criteria	Documentary Proof to be attached
1	The Bidder's/Supplier's/Distributor's annual turnover from the sale of furniture in India should at least be Rs. 10 Lakhs. The Bidder/Supplier/Distributor shall upload scanned Copies of the Balance Sheet, Profit & Loss Account for the last three financial years i.e. FY-2022-23, 2023-24, and 2024-25, duly Certified by a practicing Chartered Accountant.	Turnover Certificate issued by CA and Audited Balance Sheet and Profit & Loss Account. F.Y. 2022-23 F.Y. 2023-24 F.Y. 2024-25
2	GST number as well as the PAN number of the Firm/Individual.	GST Registration Certificate  PAN Card
3	Scanned Copies of GST Returns for the last two quarters ending September – 2025 and ending December - 2025.	Enclose scanned copy of the GST Returns.
4	The Bidder/Supplier/Distributor must have supplied powder coated steel cupboards in past to the other Government Offices or Public Sector Undertakings (PSUs).	Enclose relevant documentary proof.
5	A copy of a valid Test Certificate confirming the quality of the powder coated Steel Cupboard is as per the specification mentioned at Section IV, Point No. 4.6 in the Tender Document.	As per the item specifications mentioned in this tender Document, submit the Quality Report of one of the approved Laboratory mentioned in the Government Resolution dated 01/12/2016. <b>(a list of approved laboratories is annexed herewith for your ready reference)</b>
6	The Bidder/Supplier/Distributor must not	Undertaking to that effect

	be blacklisted/debarred by the Central/State Government, Corporations or Public Sector Undertakings (during last 5 years)	<b>(Annexure-I)</b>
7	The bidders/suppliers/distributors must not be party to any legal proceedings before the Hon'ble Bombay High Court and its Benches.	Undertaking to that effect <b>(Annexure-V)</b>

**SECTION II****Schedule of Events**

Tender Reference No.	<b>HIGH COURT/ STATIONARY 2026/02</b>
Name of Organisation	High Court of Judicature at Bombay, Appellate Side, Fort
Tender Type (Open/Limited/EOI/Action/Single)	Open
Tender Category (Goods/Service/works)	Goods / Service
Type / Form of Contract (Supply/Goods/Service/Buy/Empanelment)	Supply / Goods /Service Empanelment
Product Category	Goods (Steel Cupboards)
Is Offline Submission Allowed (Yes/No)	No
General Technical Evaluation Allowed	No
Withdrawal Allowed (Yes/No)	No (After Technical Bid Opening)
Is Multi-Currency Allowed	No (Only INR)
Payment Mode (Online/Offline)	Online
Date of Issue/Publishing	28/05/2026 at 04.00 p.m.
Document Download Start Date	28/05/2026 at 04.00 p.m.
Clarification Start Date	28/05/2026 at 04.00 p.m.
Clarification End Date	30/05/2026 at 04.00 p.m.
Pre-Bid Meeting <b>and inspection for checking the cupboard</b>	01/06/2026 at 02.00 p.m.
Place of Pre-Bid Meeting	Chamber of the Registrar (Finance & Budget).
Document Download End Date	28/05/2026 at 04.00 p.m.
Bid Submission Start Date	28/05/2026 at 04.00 p.m.
Last date and time for uploading of bids	04/06/2026 at 04.00 p.m.
Date and Time of Opening of Technical Bids	08/06/2026 at 12.00 p.m.
Contract Type (Empanelment)	Tender
Tender Fee	Rs. 3,600/- (Rupees Three Thousand Six Hundred only)
Number of Covers/Packets (Technical and Financial)	2 (Two)
Bid Validity Days (180/120/90/60/30)	180 Days
Location (Work/Service/Items/As per tender)	As per the Tender document

document)	
The tender should be addressed to	The Registrar General, High Court of Judicature at Bombay.
Address for communication	The Registrar (Finance & Budget), High Court, Appellate Side, Bombay- 32
Contact Telephone No.	022-22672031/22673568 Ext No. 1364
Email Address	<a href="mailto:fnbcs-bhc@nic.in">fnbcs-bhc@nic.in</a> , <a href="mailto:rghk-bhc@nic.in">rghk-bhc@nic.in</a>

### **Section III:- Scope of Work**

The Bombay High Court, Appellate Side, Registry intends to empanel reputed vendors for the purchase of steel cupboard for the use of the Bombay High Court, Appellate Side Registry, for the period of one year.

### **Section IV :- Instructions**

#### **4.1 General:-**

1. Validity of the Panel is given as under:
  - a) Validity of bids – **180 days** from the date of opening of bids.
  - b) Validity of empanelment – **One year** from the date of empanelment.
  - c) Extension to empanelment may be given with mutual consent - **one year**.

Any offer falling short of the validity period is liable for rejection.

2. The Bidders are expected to examine all instructions, forms, terms and conditions in the bidding documents. Failure to furnish any information required by the bidding documents or submission of a Bid not substantially responsive to the bidding documents in every respect shall be at the Bidder's risk and may result in the rejection of the Bid. The bid is liable to be rejected outrightly without any intimation to the Bidder, if complete information called for in the Tender Document is not furnished or if any particulars asked for, in the Forms/ Proforma in the Tender are not fully disclosed.

3. The bidder shall bear all the costs associated with the preparation and submission of the Bid, including the cost of presentation/demonstration for the purposes of clarification of the Bid, if so desired by the High Court of Bombay. As per the item specifications mentioned in this tender advertisement, the bidder shall submit the Quality Report of one of the approved Laboratory mentioned in the Government Resolution dated 01/12/2016. The High Court of Bombay, in no case, will be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
4. The bidders should furnish the evidence/information regarding past supplies/clients etc., and satisfactory performance of the said work.
5. The contract shall be initially for a period of one year. However, the contract may be extended subsequently on mutual consent, for a further period of one year on the same rates, terms and conditions, as may be decided by the Competent Authority, after a review of performance.
6. After the award of the contract, if the successful bidder fails to provide powder-coated steel cupboards to the satisfaction of the Registrar General, then the contract is liable to be terminated along with forfeiture of the Security Deposit and other consequential actions without giving any prior notice.
7. Placement of order, shall be subject to the satisfaction of the High Court about the quality of the Steel Cupboards offered by the Lowest Tenderer and if the High Court is not satisfied with the product being offered by the lowest tenderer, the High Court reserves the right to place the order to the second or the third Lowest Tenderer, as the case may be, who offers good quality Steel Cupboard. No further correspondence will be entertained in this regard after the submission of the Tender.
8. The rates approved in the tender shall be valid for the whole of the period of the contract and the rates accepted cannot be changed throughout the contractual period on any count by the Tenderer/Seller and no upward revision

will be allowed during the period of the contract. If at any time during the period of the contract, the prices of the tendered item are reduced or brought down by any law, the Tenderer/Seller shall be bound to inform the Purchasing Authority immediately about such reduction in the contracted prices, in case the supplier fails to notify or fails to agree for such reduction of rate, the Purchasing Authority will revise the rates on the lower side.

9. The powder coated steel cupboards shall be provided with **numbers inscribed thereon**. The format of the number to be inscribed thereon will be provided to the successful bidder.
10. The Bidder must quote the price for the item mentioned in **Annexure III /BoQ** and if not quoted, the bid shall be summarily rejected.
11. It shall be the responsibility of the successful tenderer to deliver the Steel Cupboards (Powder Coated) **within 2 months or within such time as may be prescribed** from the date of the order received by the Tenderer.
12. All the rates quoted by the Tenderer should be **excluding of Taxes** and Payment of such taxes or like charges shall be the responsibility of the bidder.
13. The payment will be made to the successful bidder on a monthly basis as per the English Calendar within the reasonable time taken for passing the bill. However, it is provided that if there is a delay in making payment of the bill, then the High Court, Bombay, shall not be liable to pay any interest to the bidder.
14. The Tenderer should provide the name and mobile number of the person to be contacted at any time, even beyond office hours. This person should be capable of taking orders and arranging the supply of desired items, even at short notice.
15. In case the Supplier fails to supply the order in time or dishonors the contract in any way, the contract awarded shall be liable for outright

cancellation/termination without assigning any reason thereof, and the Security Deposit and payment due to him, if any, shall also be forfeited. In that event, this office shall be at liberty to entrust the job to any other firm/party at the risk and expenses of the defaulting supplier/bidder.

16. No separate charges shall be paid for the delivery of goods to the office of the Bombay High Court, Appellate Side Registry.
17. No advance payment will be made under any circumstances.
18. The Registrar General shall have the authority to select more than one firm/supplier/dealer for the award of a contract, based on the rates quoted by the tenderer for the supply of steel cupboards. This office further reserves the right to decide whether a firm/supplier/dealer should be selected for the supply of the item listed in the tender.
19. The successful bidder should not assign or sublet the empanelment or any part of it to any other third person/agency in any form. If the successful bidder is found to be doing so, it shall result in the termination of empanelment and the forfeiture of the Earnest Money Deposit/Security Deposit.
20. The Earnest Money Deposit/Security Deposit will stand forfeited if the successful bidder withdraws, or on notifying the rates, refuses to accept the tender or violates any other terms and conditions of the tender.
21. The bidder should have a minimum **annual turnover of Rs. 10 lakhs.**
22. The bidder should not be a party in any legal proceedings pending before the Hon'ble Bombay High Court and its Benches. An undertaking to this effect must be submitted in the prescribed format (**Annexure "V"**).
23. The preference will be given to the nearby dealers who will give quick delivery of articles of the tender item and prompt services.

24. The Office reserves the right to terminate the contract at any time without assigning any reasons thereof.
25. The successful bidder shall provide the warranty in connection with the quality of the powder coated steel cupboards supplied by them till the completion of the contract period. In case of any defects noticed, the successful bidder shall make the necessary arrangements to remove those defects to the satisfaction of this Registry, or replace the same at his own cost within a period of one week from the date of notifying the defects, else the Purchaser may take such remedial actions as deem fit. During the warranty period, the supplier is required to visit this office at the sites at least once in 4 months commencing from the date of delivery of the goods for preventive maintenance of the goods.
26. The bidder shall provide his official e-mail id while submitting the bid online and any communication made on such e-mail address by this office, would be considered valid communication for all legal purposes.
27. The date and time of opening of technical bid may be extended at the option of Registrar General, if sufficient numbers of bids are not received.

#### **4.2 Cost of Bid document:-**

The bidder needs to submit a non-refundable Tender fee of **Rs.3,600/- (Rupees Three Thousand Six Hundred Only)** by online mode.

#### **4.3 Timely Submission:-**

1. The tender bid must contain the **name, office address and telephone/mobile number(s) of the person(s) who are authorized to submit the bid with their signatures.** A certificate from the bidder, i.e. from its **proprietor/partner HR/Legal Department etc.,** must be **enclosed (as per Annexure-“VI”)** with the bid certifying that the person(s) who signed the bid is an authorized person on behalf of the Company/Firm.

2. The High Court of Bombay may, at its discretion, extend the deadline for the submission of Bids by amending the Tender Document. In such case, all rights and obligations of the Tender Issuer and Bidder, subject to the deadline, will thereafter be subject to the deadline as extended.
3. The interested parties should submit Bids online, completed in all respects on <http://mahatenders.gov.in>

#### **4.4 Pre-Bid Meeting and Amendment to Tender Document:-**

1. A sample of Steel Cupboard as per Annexure-III shall be demonstrated to the interested bidders for examination during the pre-bid meeting. The successful bidder shall have to supply a similar Cupboard corresponding with the sample in quality and shall be free from any defect throughout the period of empanelment unless otherwise informed in writing to the successful bidder.
2. The prospective Bidders shall submit their Pre-Bid queries only by email to [fnbcs-bhc@nic.in](mailto:fnbcs-bhc@nic.in), having the subject line as “**Pre-bid queries for Supply of Steel Cupboard (Powder Coated)**”, at least **two days** before the date of the Pre-Bid Meeting.
3. The Tendering Authority may, for any reason, whether on its own initiative or on the basis of queries/suggestions received from the Bidders or a clarification requested by a prospective Bidder, amend the Tender Document/issue Corrigendum to incorporate modifications or deletion of certain conditions in the Tender Document.
4. The amendments shall be published on the Websites <http://mahatenders.gov.in> and <http://bombayhighcourt.nic.in>. The Prospective Bidders are advised to periodically visit these Websites to find out any further Corrigendum / Addendum/ Notice published with respect to this Tender. All such amendments shall be binding on them. In the event of any amendment, the Tendering Authority reserves the right to extend the

deadline for the submission of the Bids. In such case, all rights and obligations of the Tender Issuer and Bidder, subject to the deadline, will thereafter be subject to the extended deadline.

5. The Prospective bidders shall be required to provide one steel cupboard as per the specification mentioned in clause 4.6 of the tender advertisement as a sample. The sample given by the bidder to whom the contract shall be awarded will be kept with the office for due verification of the quality check of the steel cupboard.

#### **4.5 Assistant to Bidders:-**

1. Any queries relating to the Tender document and the terms and conditions contained therein should be addressed to the **Registrar (Finance & Budget)** by sending an email to [fnbcs-bhc@nic.in](mailto:fnbcs-bhc@nic.in), [rghk-bhc@nic.in](mailto:rghk-bhc@nic.in) or calling telephone **No.22673568 Ext.1364** as mentioned in the Tender document.
2. Any queries relating to the process of online bid submission or queries relating to the e-tendering system of the Government of Maharashtra at <http://mahatenders.gov.in>, in general, may be available at the 24x7 Help desk.

#### **4.6 Specification of Steel Cupboard**

##### **I) OVERALL SIZE :-**

<b>Name of the Item</b>	<b>Height (H) (in mm)</b>	<b>Width (W)/ Length (L) (in mm)</b>	<b>Depth (D) Breadth (B) (in mm)</b>
<b>Steel Cupboard (Major) Powder Coated</b>	<b>1980</b>	<b>915</b>	<b>485</b>

**II) Steel Cupboard (Major) having 4 shelves, making 5 compartments. Metal generally conforming the IS/3312-1984. The overall dimension should not vary by more than +-5 mm.**

##### **III) Lock :-**

The Lock shall not be less than 6 levers with duplicate keys of non-corrodible

material. For the locking arrangement, there shall be a 3-way bolting device controlled by a lock and operated by a brass or zinc base alloy handle.

#### **IV) Sides :-**

The sides shall be made from Mild Steel (20 Gauge) and without any burrs or dents. The width of the side sheet shall correspond to the depth of the top. The sides shall extend between the extreme surfaces of the top and bottom shelves.

#### **V) Back :-**

The back shall be made from Mild Steel (20 Gauge) and without any burrs or dents. The width of the back sheet shall correspond to the width of the top. The back shall extend between the extreme surfaces of the top and bottom shelves.

#### **VI) Top and bottom :-**

The length of the top and bottom shall cover the width of the cabinet and the breadth shall cover the depth of the cabinet. These shall be made from Mild Steel Sheets (20 Gauge) without any burrs or dents.

#### **VII) Shelves :-**

The shelves shall be made from mild steel (20 Gauge). Shelves shall have lipped flanges 25mm in width and 15mm in depth. Each shelf shall be welded or shall be supported on four shelf brackets. The bracket shall be made of M.S. Sheet not less than 1.6 mm thick. The bracket shall be so designed and constructed that the shelf is securely supported, and that adjustment inside the bracket can be affected easily. Four rack strips shall be provided for supporting the shelves, covering the full height of the cabinet. The Rack strip shall be made of mild steel and shall not be less than 1.00 mm thick.

#### **VIII) Right Door:-**

This shall be formed out of a mild steel sheet (18 Gauge) thick, having metal stiffeners suitably welded or riveted to stiffen the door. The centre-to-centre distance between 2 adjacent hinges to the right side of the cabinet shall have a hole for the handle and a key slot for the key of the lock. The clearance around the door between the door flanges and side top and bottom flanges, shall not be more than 1.25 mm.

**IX) Left Door :-**

This shall be similarly constructed as the right door and hinged to the left side of the cabinet.

**X) Pedestal :-**

The two pedestals shall be made from mild steel sheets not less than 1.00 mm thick and shall be properly stiffened. The pedestal shall not project out of the cabinet and shall be 125 +/-5 mm in height.

**XI) Hinges:**

The Hinges shall be either plain butt type made from mild steel not less than 1.6 mm thick or double-folded type fabricated from mild steel sheet not less than 1.25 mm thick. The hinges shall be secured to the mild steel hinge bracket, not less than 2.5 mm thick on one side and shall be secured to the door on the other side of the fulcrum. The number of hinges per door leaf shall be not less than three.

**XII) Colour:-****1) Stoving Enamel Spray Paint:-**

All dents, burrs and sharp edges shall be removed from the various components. The components shall be individually pickled, scrubbed and rinsed to remove grease, rust, scale or any other foreign element. Immediately after pickling all the mild steel parts shall be given phosphating treatment conforming to Class C of IS 3618-1966 (specification). Putty shall be applied to all surfaces requiring filling and shall conform to IS 110-1968.

Coats of enamel paint shall be then applied as follows:

- a) Finish coat with enamels conforming to IS 151-1950, IS 2932-1974 or IS 2933 – 1975 and
- b) In case of stoving enamel, the component shall thereafter be baked at a specified temperature in an oven heated uniformly. The finish shall be smooth and uniform with hard, tough filling of enamel strongly adhering to the surface. The finish shall be free from all visible defects and shall not chip when tapped lightly with dull, pointed instrument.

All components shall be finished in silver grey/T.A. grey/Olive Green/ any color as per the choice of the consignee. Shall be applied/painted and baked up to 80 to 120 centigrade.

The overall dimension should not vary by more than + - 5 mm.

## 2) Epoxy Polyester Powder Coated

All the metal parts should be coated with “epoxy polyester powder of silver grey or 'T.A.’ grey or any other shade as per the choice of the consignee. The coated layer should be a minimum of 50 microns. All metal parts should be thoroughly in-house pretreated by individual hot deep tank process, including degreasing, pickling, phosphating, and giving phosphate coating conforming to IS 3618-1966 class C. The treated material should be then coated with epoxy polyester powder with a minimum 50 micron thickness (+/- 0.5%) and oven baked at 180 to 200 centigrade. All these processes must be done in-house only. These works cannot be outsourced.

## XIII) Packing:

The product shall be packed in such a way that no damage is caused to them during transit, i.e. each product is to be properly packed in corrugated sheets / or plastic sheets/ or gunny bags, etc. as per standard practice and the requirements of the product to avoid damage in transit.

## 4.7 Opening of Bids:-

1. The bidder should upload scanned copies of the following documents in Two Covers, while submitting the e-Tender:
  - a) **Technical Cover** – As per **Annexure-II**
  - b) **Financial Cover** – As per **Annexure-III**
    - i) Statement - 'A' (to be uploaded by **scan copy**)
    - ii) BoQ (to be uploaded online)
2. The Technical covers as per **Annexure-II** will be opened as per the Schedule mentioned in the Tender Document and the Financial Covers as per **Annexure – III/** BoQ of only those bidders, whose bids are found technically qualified, by the Evaluation Committee. The same will be opened on a later date as per the procedure of the e-Tendering System of the Government of Maharashtra.

3. The decision of the Evaluation Committee in the evaluation of Bids shall be final. No correspondence will be entertained outside the process of negotiation/discussion with the Committee.
4. The High Court reserves the right to accept or reject any Bid and to annul the Bidding process and reject all Bids at any time prior to the award of the Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for Tendering Authority's action.

#### **4.8 Bid Security (EMD – Earnest Money Deposit):-**

1. The interested parties are required to submit a refundable Earnest Money Deposit of **Rs. 60,000/- (Rupees Sixty Thousand Only)** by online mode
2. As per the Government Resolution dated 01/12/2016 of the Industry Energy & Labour Department, the Micro and Small, Medium Enterprises registered as manufacturers under the Micro, Small & Medium Enterprises Development Act 2006 (MSMED Act-2006) are exempted from paying Tender fee and Earnest Money Deposit (EMD). Exemption has been granted to the Government Boards/Corporations/Undertakings and Manufacturers and Suppliers registered under the Micro, Small & Medium Enterprises from paying the Tender fee and Earnest Money Deposit amount of Tenders.
3. In absence of a valid certificate from the **MSME and NSIC**, such Tenders shall be rejected straightaway.
4. The Earnest Money Deposit will be returned as per the procedure of e-Tender.

#### **4.9 Security Deposit :-**

1. The Successful Bidder shall deposit at least 3 % of the amount of the Contract value within 15 days in the form of a Demand Draft favouring the **Assistant Registrar for Registrar General, High Court, Appellate Side, Bombay** failing which the purchaser may cancel the contract.
2. The Micro and Small Enterprises registered with the National Small

Industries Corporation (NSIC) and the Micro, Small and Medium Enterprises Development Institute have been exempted from depositing the security amount for the purchase up to Rs. 25,000/- and if the purchase price is higher than Rupees Twenty Five Thousand then, they shall be required to keep the amount to the extent of 3% of the purchase price or Rs.10,000/- (Rupees Ten Thousand) whichever is less, as security. However, for the goods having a price of more than Rupees Twenty Five Thousand, the first Twenty Five Thousand should not be taken into calculation.

#### **5.0 Award Criteria:-**

- i) Contract will be awarded to the bidder whose Commercial Offer is determined to be L1, the lowest evaluated valid offer for a particular item or all items.
  
- ii) The High Court has the right to choose any subset of the Tendered items for placement of supply orders.

#### **5.1 PLACING OF LETTER OF AWARD:-**

1. The High Court has the right to choose any subset of the Tendered items for placement of supply orders.
2. For procurement of goods, a Purchase Order will be placed on the successful bidder either in hard copy or in soft copy through e-mail.
3. Objection, if any, to the Letter of Award must be reported to the High Court by the Bidder within three (3) working days from the date of the Letter of Award for modifications, otherwise it will be assumed that the bidder has accepted the Letter of Award in totality. This is applicable in case of electronic publication/delivery of the Letter of Award also. After receiving the Letter of Award, amendment, if any, of the same Letter of Award is requested by the Bidder or done by the High Court, the Empanelment period will be calculated from the date of the amendment and not from the original Letter of Award date.

**5.2 Contract Form:-**

1. The successful bidder shall enter into a contract with the Tender Issuing Authority (**Annexure-IV**). Terms and Conditions specified in the Tender Document shall become part and parcel of the Contractual Document.
2. The contract shall be signed by the bidder or a person or persons duly authorized to bind the bidder to the contract. The signatory must be an authorized representative of the Company/Proprietorship/Partnership. In case of authorized signatory, a written Power of Attorney or Authorization Letter must accompany the tender, indicating that the person has the authority to sign the contract on behalf of the bidder.
3. Failure of the successful bidder to agree with the terms and conditions of the bid/contract shall constitute sufficient ground for the annulment of the award, in that event, the tender issuing authority may make the award to the next best value bidder or all for new bids.

**5.1 Arbitration:-**

In the event of any dispute or difference arising out or touching upon any of the terms and conditions of this contract and/or in relation to the implementation or interpretation thereof, the same shall be resolved initially by mutual discussion and conciliation, but in the event of failure thereof, the same shall be referred to the Sole Arbitrator appointed by Hon'ble the Chief Justice, Bombay High Court. The arbitration shall be in Mumbai and the Arbitrator shall give his award in accordance with "The Arbitration and Conciliation Act, 1996". The decision of the Arbitrator shall be final and binding upon the parties.

**5.2 Negotiation Meeting:-**

Where any negotiation is required in the price quoted by the bidder, the purchaser can call a negotiation meeting. The date, time and place of the meeting will be communicated to the concerned bidders/contractors well in advance.

**5.3 Legal Jurisdiction:-**

All Legal disputes are subject to the jurisdiction of the Mumbai Courts only, preceded by Arbitration.

Date:- 07<sup>th</sup> May, 2026

sd/-  
**Registrar General,  
High Court, Bombay.**

**Annexure – I**

**Undertaking**

(on the Letter Head)

Date:

To,  
The Registrar General,  
High Court,  
Bombay.

**Subject:- Declaration letter for Empanelment for the supply of Steel Cupboard (powder coated).**

Respected Sir,

This is to notify that our Company/LLP/Partnership/Society/Proprietorship M/s. **(NAME)** intends to submit a tender in response to the tender for Empanelment for the supply of Steel Cupboard (Powder Coated). We also declare that our Company/LLP/Partnership/Society/Proprietorship **has not been blacklisted/debarred by any Central /State Government Department/ Corporation or by any Public Sector Undertaking during the last 5 years from the date of submission of bid.**

Yours truly,

Signature of Authorised Person

Name:

Designation:

**Annexure – II****Proforma for Technical Bid :-**

Sr. No.	Particulars	Documents to be furnished
1	Name of the Firm/Company/Dealer/Agency etc.	
2	Complete address of the firm and Telephone / Mobile No.	
3	Name, address and Telephone/Mobile Number of the proprietor/authorized representative.	
4	Whether EMD of Rs. 60,000/- is enclosed in the prescribed form.	
5	Turnover Certificate issued by CA mentioning annual turnover of last three (3) Financial Years i.e., 2022-23, 2023-24 and 2024-2025.	
6	Copy of the last three financial years' Income Tax Returns (ITRs) i.e. F.Y. 2022-23, 2023-24 and 2024-25.	
7	Copies of the audited Balance Sheet, Profit & Loss Account for the last three financial years i.e. F.Y. 2022-23, 2023-24 and 2024-25 duly certified by a practicing Chartered Accountant.	
8	Copy of PAN Card.	
9	Copy of GST Registration Certificate and GST returns for last 2 quarters (i.e. ending September-2025 and December -2025)	
10	Information regarding past supplies to other Government Offices or Public Sector Undertakings (PSUs).	
11	As per the item specifications mentioned in this tender advertisement, submit the Quality Report of one of the approved Laboratory mentioned in the Government Resolution dated 01/12/2016. <b>(a list of approved laboratories is annexed herewith for your ready reference)</b>	
12	Undertaking that bidder not blacklisted/debarred by the Central / State Government, Corporations or Government Undertakings as per <b>Annexure – I</b> .	Yes/No
13	Undertaking that bidders/suppliers/distributors must not be party to any legal proceedings	Yes/No

	pending before the Hon'ble Bombay High Court and its Benches as per <b>Annexure-V</b>	
14	Certificate for Authorised Signatory as per <b>Annexure-VI</b>	Yes/No

**6.12 परिशिष्ट-12 चिन्हाकित नसलेल्या वस्तुची खरेदी करताना मालाच्या दर्जाविषयी तपासणी ज्या संस्थाकडून करुन घ्यावयाची आहे अशा मान्यताप्राप्त संस्थांची यादी (परिच्छेद 3.1.1.2 पहावा)**

<b>Sr. No.</b>	<b>Name of Laboratory</b>
1	University Department of Chemical Technology, Matunga Road, Mumbai 400 019
2	National Chemical Laboratory, Pashan, Pune-411008.
3	Directorate of Inspection, D.G.S & D., Income Tax Bhavan Annex, New Marine Lines, Mumbai 400 020.
4	Director, M.S.M.E. Testing Centre, Kurla-Andheri Road, Sakinaka, Mumbai-400072
5	Director, Superintendence Company of India Pvt Ltd, Laxmi Bhavan, 101, P.D. Mello Road, Mumbai- 400001
6	Electronic Regional Test Laboratory, Plot No. 7, M.I.D.C Area, Opp. Seepz, Andheri (East), Mumbai -400 093.
7	Vishwesharyya Regional College of Engineering, Nagpur-440011
8	General Manager, Rail India Technial & Economic Services (Rights), Churghgate Building Annex, Churchgate, Mumbai-400020.
9	Director, National Test House, F10, M.I.D.C., Andheri (East), Mumbai 400093
10	Engineers India Limited, Express Tower, 5 <sup>th</sup> Floor, Nariman Point, Mumbai-400 020
11	Veer Jijamata Technical Institute (VJTI), Matunga, Mumbai- 400019
12	Cotton Textile Research Laboratory, Edenwala Road, Near Five Garden, Mumbai 400019
13	Textile Committee (Laboratory), Cristal,79, Annie Bezant Road, Worli, Mumbai-400018
14	M/s. Para Lab Pvt Ltd., Goregaon (East), Mumbai 400063
15	Central Institute of Plastics Engineering & Technology, M.I.D.C. Inudstrial Area, Chaikalthana, Jalna Road, Aurangabad 431006
16	M/s. Shivmalhar Laboratories (Shivmalhar Technologies Pvt. Ltd.) 96 Perfect Co-operative society, Pannase Nagar, Nagpur-22
17	Government Engineering Colleges, Maharashtra
18	Laboratories approved by Food and Drugs Administration Department (F.D.A) Maharashtra
19	Krishi Vidyapeeth, Maharashtra (Parbhani/Dapoli/Rahuri/Akola) for agricultural instruments/equipments
20	National Accreditation Board for Testing and Calibration Laboratories (Wesite- <a href="http://www.nabl-india.org">www.nabl-india.org</a> ) यांच्याकडील नोंदणीकृत /प्रमाणित असलेल्या संस्था

**Annexure – III****Proforma for Financial Bid****Steel Cupboard (Powder Coated)****(As per Specification at Para No. 4.6)**

<b>Sr. No.</b>	<b>Particular (size in mm)</b>	<b>(Rates Per Piece) (Excluding GST)</b>
<b>1</b>	Steel Cupboard (Major) Size 1980 x 915 x 485	

**Date:-****Sd/-  
Name/Signature and Seal of  
the Dealer/Supplier**

**Annexure-IV**  
**Contract Form**

**AGREEMENT MADE** on this \_\_\_ day of \_\_\_\_\_, Two Thousand Twenty Four, between M/s \_\_\_\_\_ (hereinafter called "Tenderer") of the **One Part** and the High Court, Bombay (hereinafter called "Purchaser") of the **Other Part**.

**WHEREAS** the Tenderer has Tendered to supply to the Purchaser, the Steel Cupboard specified in **Annexure – III and item rates BoQ** at the respective rate mentioned in the column provided for the purpose and whereas such Tender has been accepted and the Tenderer has deposited with the Purchaser a sum of Rs. \_\_\_\_\_ as a Security Deposit for the fulfilment of this Agreement.

**NOW IT IS HEREBY AGREED** between the parties hereto as follows:

1. The Tenderer has accepted the Contract on the Terms and Conditions set out in the Tender Id No. \_\_\_\_\_ dated \_\_/\_\_/2026 as well in the Letter of Acceptance of Tender Offer and Empanelment Order No. \_\_\_\_\_ dated \_\_/\_\_/\_\_\_\_\_, which will hold good during the period from \_\_/\_\_/\_\_\_\_ to \_\_/\_\_/\_\_\_\_ of this Agreement.
2. The Agreement will be valid for the period from \_\_/\_\_/\_\_\_\_ to \_\_/\_\_/\_\_\_\_ with a provision to extend the same for a further period of one year on the same rates, terms and conditions on mutual consent.
3. The Purchaser has issued Empanelment Order No. \_\_\_\_\_ dated \_\_/\_\_/\_\_\_\_ with M/s. \_\_\_\_\_ (Tenderer) for the supply of item, at the cost mentioned in **Annexure-III and item rates BoQ**.
4. The Tenderer shall provide the benefit of a decrease in prices, if the manufacturer provides the same to the Tenderer as a result of direct agreement or otherwise.
5. Upon breach by the Tenderer of any of the conditions of the Agreement, the Purchaser may issue a notice in writing and determine and put to an end to this Agreement without prejudice to the right of the Purchaser to claim damages for antecedent breaches thereof on the part of the Tenderer and also to reasonable compensation for the loss occasioned by the failure of the Tenderer to fulfil the Agreement, as certified in writing by the Purchaser which certificate shall be conclusive evidence of the amount of such compensation payable by the Tenderer to the Purchaser.
6. Upon the determination of this Agreement, whether by efflux of time or otherwise, the said deposit shall after the expiration of the Contract period from the date of such determination, be returned to the Tenderer, but without interest and after deducting therefrom any sum due by Tenderer to the Purchaser under the Terms and Conditions of this

Agreement.

7. Notices in connection with the Contract may be given by the Purchaser (The Registrar General, High Court of Bombay or any authorized Gazetted Officer of the High Court of Bombay).
8. The Tenderer shall, throughout the period of the Contract, supply items of the same quality for which the sample has been approved by the Purchaser as per the Tender Advertisement Section IV Instructions, Para 4.4 Sr. No.1 of the item mentioned in Annexure-III and rate of BoQ.
9. In consideration of the payments to be made by the Purchaser to the Tenderer as hereinafter mentioned, the Tenderer doth hereby covenants with the Purchaser to provide the Steel Cupboard (Powder Coated) and to remedy defects therein in conformity in all respects with the provisions of the Contract or replace the same within a period of one week from notifying of the defects at his own cost.
10. The Purchaser hereby covenants to pay the Tenderer in consideration of the provision of the supply of the item of the same quality and the remedying of defects therein or replacement of the same within a period of one week from notifying of the defects at his own cost the Contract Price or such other sum as may become payable under the provisions of the Contract at the time and in the manner prescribed by the Contract.
11. If subject to circumstances beyond the control (Force Majeure), the Tenderer fails to deliver the tender item with the conditions mentioned in the Tender Document, the Purchaser, shall at his option be entitled either:-
  - (a) To purchase elsewhere, after giving due notice to the Tenderer on the account and at the risk of the Tenderer, the stores not delivered or others of a similar description which is readily procurable (whether exactly complying with the particulars or not) in the opinion of the Purchaser.

**OR**

- (b) To cancel the Contract.

In the event of an action to be taken under (a) or (b), the Tenderer shall be liable for any losses which the Purchaser may sustain on that account. The recovery on account of agreed liquidated damages or by way of the penalty above will be made by deducting the amount in the Bills and the recovery of any loss, which the Purchaser may sustain under (a) or (b) should be made good by a credit note within the stipulated period for the purpose.

**IN WITNESS WHERE** of the said M/s. \_\_\_\_\_ (Tenderer) has set his hand hereto and Purchaser has on behalf of the High Court, Bombay affixed his hand and Seal thereto the day and year first above written.

Mumbai.

Tenderer  
M/s \_\_\_\_\_

Purchaser  
On behalf of the High Court Bombay

**Witness:-** 1)

2)

**Annexure - V**

**Undertaking**

**(on the letterhead)**

Date:

To,  
The Registrar General,  
High Court of Bombay,  
Mumbai.

**Subject:- Declaration letter regarding no legal proceedings.**

Respected Sir,

This is to notify that our Company/LLP/Partnership/Society/Proprietorship **M/s. (Name of Co./Firm etc.)** intends to submit a tender in response to the tender for Empanelment towards the supply of steel cupboards. We hereby declare that our Company/LLP/Partnership/Society/ Proprietorship is not party to any legal proceedings pending before the Hon'ble Bombay High Court and its Benches as on the date of submission of the bid for the supply of steel cupboard (powder coated).

Yours truly,

Signature of Authorised Person

Name:

Designation:

**Annexure-VI**  
**CERTIFICATE FOR AUTHORISED SIGNATORY**  
**(on the letterhead)**

Date:-

To,  
 The Registrar General,  
 High Court of Bombay,  
 Mumbai.

**Subject:-** Authorisation Certificate for signing of bid.

Respected Sir,

We M/s. (Full Legal Name of Bidder Company) hereby certify and confirm that, Mr./Mrs. (Full Name of Authorised Signatory) holding the designation \_\_\_\_\_ in our company whose specimen signature is attested below is duly authorised to sign, submit and execute all documents, clarifications, negotiations and agreements relating to the above mentioned tender on behalf of our company.

**Details of Authorised Signatory:-**

Specimen Signature:	
Full Name:-	
Designation:-	
Contact No. (Mobile Number):-	
Official Email ID:-	

We further certify that, the above information is true and correct. We undertake to inform you immediately of any change in the authorised signatory.

Yours truly,

Signature of Authorised Person

Seal of Company.