



OFFICE OF THE SPECIAL COURT.
(Trial of Offences Relating to Transactions in Securities), Act, 1992.
Room adjacent to Chamber No. 24-Annexe,
First Floor, Annex Building
High Court, BOMBAY – 400 032.

ARUN J. KESARKAR

☎ (022) 2267 56 34

OFFICER ON SPECIAL DUTY,

Fax # (022) 2267 61 64.

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Email : osd.sctb-dea@nic.in

No.: Spl.Ct/OSD/706-2026

Date : 11.09.2026

**SHORT TENDER NOTICE FOR APPOINTMENT OF CONTRACTOR
FOR ASSIGNMENT OF CARPENTRY, FABRICATION & OTHER
MISCELLANEOUS WORK TO BE UNDERTAKEN IN THE OFFICE OF
THE SPECIAL COURT, BOMBAY**

The Office of the Special Court invites sealed tenders/quotations under single bid system particularly from local contractors, agencies, individuals who is conversant and experienced in undertaking the work of Carpentry, Fabrication and other miscellaneous work in the **Office of the Special Court, Room adjacent to Chamber No. 24-Annexe, First Floor, High Court Annex Building, Fort, Mumbai 400 032.** Interested contractors, agencies can download the tender documents from the website of the Special Court (TORTS), Bombay i.e. www.specialcourt-torts.gov.in. and submit their bid in accordance with the terms and conditions mentioned in the tender document.

For any further details the following persons may be contacted

- 1) **Shri Arun J. Kesarkar, Officer on Special Duty**, Special Court, Bombay
Telephone Nos: 022-22675634 & 022-22676164 & Cell No. : +91-9892029749.
- 2) **Shri Nilesh M. Ghadi, Assistant Registrar**, Special Court, Bombay Telephone
Nos: 022-22675634 & 022-22676164 & Cell No. : +91-9920991116.
- 3) **Shri Rajendra R More, Section Officer, Special Court, Bombay**
Cell No. 8879102540


OFFICER ON SPECIAL DUTY,
Special Court, Bombay.

SCHEDULE OF EVENTS

Nature of the Work	Carpentry, Fabrication and other miscellaneous work to be done in the Office of the Special Court, Bombay
No. of covers	Technical Bid & Financial Bid
Earnest Money Deposit (EMD)	Nil
Date and time of Publishing of e-tender	11.09.2026 AT 5.00 P.M.
Website for downloading Tender Document	<u>www.specialcourt-torts.gov.in</u>
Site Visit Period	From 16.09.2026 to 19.09.2026
Bid Submission Start Date & Time	21.09.2026 at 11.00 a.m.
Bid Submission Closing Date & Time	28.09.2026 at 5.00 p.m.
Date & Time of opening of Technical & Financial bids	29.09.2026 at 11:00 a.m.
Bid Validity	10 Days from the closing date of bid submission.



**OFFICER ON SPECIAL DUTY,
Special Court, Bombay.**

TENDER OFFER DOCUMENTS

TENDER NOTICE FOR APPOINTMENT OF CONTRACTOR FOR ASSIGNMENT OF CARPENTRY, FABRICATION & OTHER MISCELLANEOUS WORK TO BE DONE IN THE OFFICE OF THE SPECIAL COURT, BOMBAY

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Sr. No.	Particulars
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2.	Tender Document & Terms and Conditions.
3.	Description of Carpentry, Fabrication & other miscellaneous Work to be undertaken(Annexure-I)
4.	Technical Bid. (Annexure – II)
5.	Financial Bid (Annexure – III)



**OFFICER ON SPECIAL DUTY,
Special Court, Bombay.**

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MISCELLANEOUS WORK TO BE DONE
IN THE OFFICE OF THE SPECIAL COURT, BOMBAY

The Office of the Special Court invites sealed tenders/quotations under single bid system particularly from local contractor, agencies, individuals well verse in office Carpentry, Fabrication and other miscellaneous work.

I. Tender Process :

- The present Tender is for submission of Technical Bid and Financial Bid for assignment of Renovation work to be undertaken in the Office of the Special Court, Room adjacent to Chamber No. 24-Annexe, First Floor, High Court Annex Building, Fort, Mumbai 400 032. The nature of Carpentry, Fabrication and other miscellaneous work is listed in **ANNEXURE – I**. The tender form in the pro-forma prescribed is in **ANNEXURES-II & III**. It should be completed in all respects and shall be submitted in separate sealed covers addressed to Office of the Special Court, Bombay, Room adjacent to Chamber No. 24-Annexe, First Floor, High Court Annex Building, Fort, Mumbai 400 032. The separate sealed covers should be super-scribed with **“TECHNICAL BID” & “FINANCIAL BID” – FOR APPOINTMENT OF CONTRACTOR FOR CARPENTRY, FABRICATION & OTHER MISCELLANEOUS WORK** . Technical Bids & Financial Bids will be opened on below fixed date in the presence of bidders or by their duly authorized representatives, if they so desire, in the Office of the Special Court, Bombay. Incomplete Bid documents shall be rejected. The valid Technical Bids shall be scrutinized by the Purchase Committee of the Special Court, Bombay and Financial Bids of only those who qualify in the Technical Bid will be opened on the abovementioned date. Late submission of Bids shall not be accepted.
- If the tender is sent by post / courier, it should be ensured that the cover is intact at the time of reaching the destination without any damage or loss. The subject of the tender i.e “Tender for Carpentry, Fabrication and other miscellaneous work” should be clearly superscribed on the envelope. The Office of the Special Court is not responsible for the delay on account of Postal / Courier Services.
- Earnest Money Deposit is not to be submitted.

- The tenderer shall sign and stamp each page of the Tender Document and all other enclosures appended to it as a token of having read and understood the terms and conditions contained therein and submit the same along with the Technical Bid. The tenderer would fill up the information in the Annexure enclosed at the end of this document in clear and legible terms. Wherever required, copies of the supporting document in respect of the details mentioned in the annexure should be enclosed. The price quoted by the bidder shall be written in figures & words as well. ANNEXURES-II & III shall also have to be signed and stamped by the bidder or its authorized signatory.
- The tender forms shall be rejected if it is not completed in all respect.
- The tender documents are not transferable

Scope of work and other requirements:-

- Work to be done as described item wise in Annexure-I is to be carried out in the Office of the Special Court Room adjacent to Chamber No. 24-Annexe, First Floor, High Court Annex Building, Fort, Mumbai 400 032

The selected Contractor / Firm / Agency / Individuals has to use their own labour and good quality material for the abovesaid work.

- The selected contractor/Firm/Agency should obtain Work Completion Certificate from concerned Officer/Section only after the verification of the smooth operation of renovation work.
- The Contractor / Firms/Agencies/ Individuals should be Mumbai based or nearby office locality.
- The submission of bid will not place the Office of the Special Court under any obligation to place the order with the Contractor / Firm/Agency/Individual and no expenses incurred by the contractor in this regard will be payable by the Office of the Special Court, Bombay.
- If any dispute arises between the Contractor / Firm/Agency / Individual and its manpower in the matter of wages or any service conditions, the same will be settled by the Contractor / Firm/Agency / Individual and the workers engaged by it themselves. The Office of the Special Court, Bombay in no case shall be a party to such a dispute.

- Under normal circumstances the rate quoted shall be valid for a period of one month from the date of issue of work order.
- Necessary gate pass and permission from the police authority and building in-charge for entry of labour with vehicle/material/equipments shall be given to the selected Contractor / Firm/Agency / Individuals by the Office of the Special Court, Bombay.
- Responsibility for damage/theft/loss etc. of goods during shifting or physical injury to any labour in loading/unloading shall be of the Contractor/ Firm/Agency/Individuals.
- The damage caused, if any to the property of the Office of the Special Court, Bombay through negligence or otherwise during packing, loading while on transit, unloading, unpacking, disassembling and assembling while taking to designated rooms, shall be the responsibility of the Contractor / Firm/Agency/ Individuals. The financial or any other loss suffered by the Office Special Court, Bombay on this account shall be made good by the Contractor / Firm/Agency/ Individuals.
- Evaluation of tender for deciding L1 bidder shall be done on the basis of total lowest value quoted for the items as indicated in Annexure-I
- The interested contractor would be allowed to visit site i.e. office of the Special Court during the period mentioned in Tender Notice.

Terms And Conditions

- Conditions to be satisfied in the Technical bid:
- Bidder must have GST/service tax Registration. Evidence should be enclosed.
- The bidder must have obtained Permanent Account Number (PAN) under the Income Tax Act, 1961. Evidence should be enclosed.
- Copy of Income Tax Return filed for the last two financial years.
- Payment Terms: The contractor shall submit the bill only after completing the work along with the acknowledgements obtained from the office that the entrusted work has been completed. No payment will be made in advance to the supplier.
- The selected contractor should be in a position to complete the work assigned within 10 days of awarding the contract.

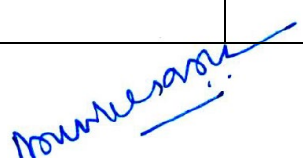
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Special Court, Bombay.

ANNEXURE-1

**Description of Carpentry, Fabrication & Other Miscellaneous work to be
doen in the Office of the Special Court, Bombay**

Sr.	Description of Work to be done	Units
1.	Carving wooden Main door at a face level and fitting a glass having size approx. 12 inches x 8 inches in the carved portion of the wooden main door. Placement of door opening chime/alarm in the Main Door .	1 Door (Main)
2.	Carving wooden wall in the Chamber of the OSD at a face level and fitting a glass having size approx. 3ft x 2 ft in the carved portion of the wooden wall.	1 wooden Wall
3.	Complete Fixing and fitting work of clear/approved acrylic sheets of 5 mm covering window having size of 4 ft x 6ft.	5 windows
4.	Complete fixing and fitting of two 2ft x 4ft wooden waterproof ply each above the two windows for installation of 2 Air conditioners to be fixed in the near future	2 Windows
5.	Fixing and fitting of M.S. Box Type Grill for carrying outer unit of Air Conditioners having size of approx.. 4ft x 2 ft x 2.5 ft height including application of anticorrosive primer and two coats of branded white paint. Removal of existing iron grills of two windows by labour of the contractor	2 Windows
6.	Fixing a wooden (Water Proof) horizontal shelf opposite to the wash basin. Fixing of Hand Wash Dispenser adjacent to the wash basin. Fixing of small wooden shelf adjacent to the wash basin for keeping washed utensils.	1 each


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ANNEXURE-II

TECHNICAL BID DOCUMENT

1. Name of the Contractor :
2. Address of the Contractor with mobile & landline number :
3. Evidence for GST Registration: (Yes / No)
4. Evidence for Permanent Account Number : (Yes / No)
5. Evidence for filing of Income Tax Returns : (Yes / No)

DECLARATION

I / We hereby certify that the information furnished above is true and correct to the best of my / our knowledge. I / we have visited site and understand the nature of work, its parameters, and standards to be adopted for successful completion of work and it is understood that in case any deviation is found in the above statement at any stage, I / we will be blacklisted and that I / we will not be permitted to have any dealing with the Office of the Special Court, Bombay in future.

(Signature of Authorized Signatory)
(Date)

ANNEXURE-III

FINANCIAL BID DOCUMENT

1. **Name of the Contractor** :
2. **Address of the Contractor**
(With Tel No., Fax No.) :
3. **Contact Person(s)**
(with mobile number) :
4. **Total (inclusive of all taxes)** :

Description of Carpentry, Fabrication & other miscellaneous work to be undertaken in the Office of the Special Court, Bombay

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(Signature of Authorized Signatory with date)