

**Through Registered Post**

**OFFICE OF THE DISTRICT & SESSIONS JUDGE::**

**TIS HAZARI COURTS ::: DELHI**

No \_\_\_\_\_/Purchase Cell/08

Dated \_\_\_\_\_

**LIMITED TENDER**

To,

1. The Manager, Kendriya Bhandar, West Block VIII, Wing-III, Ground Floor, R.K. Puram, New Delhi.
2. The Manager, NCCF India Ltd, 92, Deepali Building, 6<sup>th</sup> Floor, Nehru Place, N.D.
3. The Manager DSIDC, Admn. Block Okhla Phase-I, Near Police Station, New Delhi
4. The Manager DCCW Store limited, Karam Pura Road, Moti Nagar, New Delhi-15.
5. The Manager, Delhi State Consumer Co-operative Federation Ltd, G-184, Basement, Behind Dena Bank, Hari Nagar, Delhi-64
6. The Sudhar Sabha Consumers Co-operative Store Ltd., DDA Shop No. A/1 Market, B-4, Lawrence Road, Delhi-35
7. Notice Board:- At Tis Hazari, Patiala House, Karkardooma and Rohini Courts, for information to other Government stores/Emporium/General tenderers.
8. District Courts Web-site Committee, Tis Hazari Courts, Delhi with the request to place the tender form on the website of District Courts, Delhi.
9. M/s Khadi & Village Industries Commission, Khadi Gramodyog Bhawan, 24, Regal Building, New Delhi- 110001.
10. M/s Godrej & Boyce Mfg. Co. Ltd., Godrej Bhawan, Sher Shah Suri Marg, New Delhi- 110065
11. M/s Delite Hi-Tech Furniture Ind. Pvt. Ltd., 46-A, Rani Jhansi Road, New Delhi-55
12. M/s Delite Com Ltd., Kukreja House, 2<sup>nd</sup> Floor, 46 Rani Jhansi Road, New Delhi-55
13. M/s Wipro Consumer Care & Lighting Block, F-16, Okhla Industrial Area, Phase-I, New Delhi-110020

**Sub: Purchase of 64 nos. Officers Almirah (Hanger Type) of following Specifications:-**

- (a) Size of the Almirah should be 1980 X 1067 X 610 mm.
  - (b) It should be made of 1mm thick metal sheet, door of the almirah should be made of 1.24 mm thick metal sheet.
  - (c) It should have hanger arrangement, pags, rod, letter racks and inbuilt locker system.
  - (d) Legs of the almirah should be made from the extended portion of the metal sheet of the main body. Legs should not be welded separately.
- Limited tenders are invited in **two bid system** i.e. Technical bid and Financial bid. The technical bid should contain details specification of the item along-with necessary documents as mentioned below. The financial bid should contain competitive price of goods and other relevant description etc.
- The quotations / tender complete in all respect be put only in tender box placed in room No 326, 3<sup>rd</sup> Floor Tis Hazari Courts, Delhi on or before **15.05.2008 at 3.30 P.M.**, which will be opened on the same day in the presence of tenderers.

- Each sample should be marked and numbered by the firm, clearly visible, failing which the sample may not be considered.
1. The quotation must be accompanied with **sample** of the items. Without sample of the item quotation shall not be considered
  2. The financial bid of only those tenderers shall be considered who are eligible and qualified in their technical bid.
  3. The tenders received after due date and time shall not be considered.
  4. The tenderers are required to submit two sealed envelopes in a one envelope. One envelope should contain technical bid and another financial bid. On the top of the envelope financial and technical bid must be mentioned.
  5. Quotations through Direct, courier, post and any other means, shall not be accepted / entertained in any case.
  6. Quotations received after due date & time shall not be considered in any case.
  7. The firms must have sales tax / VAT / TIN no. and Income tax / PAN Nos. and those who have not the same, need not apply. Also the firm must submit proof of depositing sales tax/VAT to indenting department.
  8. No payment will be made in advance to the tenderers. Payment of the bill will be paid only after the complete supply of the articles as mentioned above.
  9. The rates should be written in words as well as in figures and sales tax, VAT, Excise Duty must be mentioned separately, (if ST/VAT/Service Tax, Excise Duty etc. is not mentioned, the rates of concerned item will be treated as inclusive of ST,VAT, Excise Duty etc.). Further, rates should be valid for a period of one year from the date of order.
  10. The rates should be quoted F.O.R. Tis Hazari, Karkardooma, Patiala House and Rohini Courts, Delhi or as directed by this office.
  11. The tenderers are required to attach photocopy of current Sales Tax Clearance Certificate along with their quotations. Failure to submit Current STCC may render them invalid automatically.
  12. On the top of envelope/quotations the name of the articles must be mentioned clearly for which quotation has been called.
  13. The Tenderers will furnish warranty/Guarantee against manufacturing defects at least for minimum period of one year.
  14. The firm will supply only the ISI marked product which have been notified by the Bureau of Indian Standards (**BIS**), wherever applicable.
  15. The Purchase Committee in its discretion reserves right to reject or accept any or all the quotations at any time without assigning any reasons.
  16. The firm should not be black listed by any Govt. Department/Semi Govt. If any proof of black listing is found against the tenderer/firm at any time during the period of contract/purchase, the whole claim or part thereof as decided by the Purchase Committee may be forfeited without assigning any reason.
  17. When any working day is declared a holiday then the tenders will be opened on the next working day.
  18. In case of job work or material used is found below the standard and not according to the specifications, the Purchase Committee reserves the right to forfeit the whole claim or part thereof. The decision of Purchase Committee will be final in this regard.

19. The Purchase Committee reserves the right to terminate any contract at any time before the expiry of the period covered under the contract without assigning any reason thereof and without incurring any liability.
20. The Purchase Committee reserves the right to accept or reject any tender without assigning any reason whatsoever and no representation of any kind will be entertained.
21. The tenderers should submit separate quotation for each item as mentioned in the subject.
22. In case of dispute the decision of Purchase Committee shall be final and binding upon the tenderer/firm/contractor/supplier.
23. Each tender form should be accompanied by demand draft/pay order/ FDR/Bank Guarantee for amount of 5% of total quoted rate and value of purchase as EMD in favour of District & Sessions Judge, Tis Hazari Courts, Delhi
24. The amount of security will be refunded as soon as possible to the unsuccessful tenderers on written request. The Govt. Stores who have been declared exempt from depositing EMD shall be required to submit documentary evidence as proof to prove that they are exempted from depositing earnest money by the Govt. of India/Govt. of NCT of Delhi. In the absence of earnest money/documentary evidence the quotation shall not be considered.
25. The respective EMD/bid security submitted by the successful firm would be returned to them with the condition to submit the performance security as deemed fit by the Purchase Committee of this department in form of FDR/Bank Guarantee/Demand Draft. The said performance security would be valid for a period of all contractual obligations.
26. The department reserves the right to impose any other condition at the time of placing order.

**(B.S. MATHUR)**  
**Chairman, Purchase Committee/**  
**Additional District & Sessions Judge, Delhi.**

Through Regd. Post.

**OFFICE OF THE DISTRICT & SESSIONS JUDGE ::  
TIS HAZARI COURTS:: DELHI**

No. \_\_\_\_\_/Purchase Cell/08

Dated \_\_\_\_\_

**LIMITED TENDER**

To,

1. The Manager, Kendriya Bhandar, West Block VIII, Wing-III, Ground Floor, R.K. Puram, New Delhi.
2. The Manager, NCCF India Ltd.92, Deepali Building, 6<sup>th</sup> Floor, Nehru Place, ND.
3. The Manager, DSIDC, Admn. Block Okhla Phase-I, Near Police Station, New Delhi.
4. The Manager DCCW Store Limited, Karam Pura Road, Moti Nagar, New Delhi-15
5. The Manager, Delhi State Consumer Co-operative Federation Ltd.,G-184, Basement, Behind Dena Bank, Hari Nagar, Delhi-64.
6. The Manager, The Sudhar Sabha Consumers Co-operative Store Ltd., DDA Shop No. A/1 Market, B-4, Lawrence Road, Delhi-35.
7. M/s Khadi & Village Industries Commission, Khadi Gramodyog Bhawan, 24, Regal Building, New Delhi-110001
8. Notice Board:- At Tis Hazari, Patiala House, Karkardooma and Rohini Courts, for information to other Government stores/Emporium/General tenderers.
9. District Courts Website Committee, Tis Hazari Courts, Delhi with the request to place the complete tender form on the website of District Courts.
10. M/s Shilpi Carpet Udyog, 15, Dr. Ambedkar Stadium Market, Delhi Gate, N D-02.
11. M/s Prince Carpets, 304-305 Deepshikha Building, 43 Veer Savarkar Block, Shakarpur, Vikas Marg, Delhi-92.
12. M/s Hindustan Lever Ltd., Block-A, Plot No.B. South City-1, Delhi-Jaipur Highway, Gurgaon.
13. M/s Godrej Sara Lee Ltd., Pirojshanagar Easter Express Highway, Vikroli, Mumbai-79.
14. M/s Metropol (India) Pvt. Ltd.262, Phase-III, Okhla Industrial Estate, New Delhi-20.
15. M/s Reckitt & Benckiser (India) Ltd., 227 Okhla Industrial Estate Phase-III, ND – 20.
16. M/s R.P. Locks Company, Harrison House, 14 Central Market, Punjabi Bagh (West), New Delhi-110026.
17. M/s Narvi Locks Company, C-7, Industrial estate, Aligarh, U.P.-202001.
18. M/s Bharat Lock House, Achal Tank, G.T. Road, Aligarh, U.P.-202001.
19. M/s Usha International Ltd. Plot No. 3,Sector-32,Institutional Area, Gurgaon-122001.
20. M/s Bajaj Electrical Ltd. 1/10 Asaf Ali Road, New Delhi.

**Sub: (1) Purchase of 1700 nos. Vim Liquid of 225 ml. pack.**

(Separate quotation for this item)

**(2) Purchase of 150 nos. Brass Pad Lock of 65mm having three keys with each lock.**

(Separate quotation for this item)

**(3) Purchase of 59 Nos. Hot Case for the use of District Courts, Delhi.**

(Separate quotation for this item)

**(4) Purchase of Carpet for the court room of Judge-In-Charge Patiala House Courts, New Delhi of following specifications:-**

- Acrylic Carpet of 728 mm pile Carpet with 1500 gms superior quality.
- Quantity Dais = 12 X 31.6 feet, Court Room = 40 X 31 feet

(Separate quotation for this item)

You are hereby requested to send your sealed quotation for the supply of **above mentioned item with samples and necessary descriptions** separately on the following Terms & Conditions:-

1. The quotations/tender complete in all respect be put only in tender box placed in Room No.326, 3<sup>rd</sup> Floor Tis Hazari Courts, Delhi on or before **15.05.2008 at 3.30 P.M.**, which will be opened on the same day in the presence of tenderers.
2. Quotations through Direct, Courier, Post and any other means, shall not be accepted/entertained in any case.
3. Quotations received after due date and time shall not be considered in any case.
4. The Firms must have Sales Tax/ VAT/TIN no. and Income Tax /PAN nos. and those who have not the same, need not apply. Also the firm must submit proof of depositing sales tax/VAT to indenting department.
5. No payment will be made in advance to the tenderers. Payment of the bill will be paid only after the complete supply of the articles as mentioned above.
6. The rates should be written in words as well as in figures and sales tax, VAT, Excise Duty must be mentioned separately, (if ST/VAT/Service Tax, Excise Duty etc. is not mentioned, the rates of concerned item will be treated as inclusive of ST, VAT, Excise Duty etc.) Further, rates should be valid for a period of one year from the date of order.
7. The rates should be quoted F.O.R. Tis Hazari, Karkardooma, Patiala House and Rohini Courts, Delhi or as directed by this office.
8. The tenderers are required to attach photocopy of current Sales Tax Clearance Certificate along with their quotations. Failure to submit Current STCC may render them invalid automatically.
9. On the top of envelop/quotations the name of the articles must be mentioned clearly for which quotation has been called.
10. The Tenderers will furnish Warranty/ Guarantee against manufacturing defects at least for minimum period of one year.
11. The firm will supply only ISI marked product which has been notified by Bureau of Indian Standard (BIS) wherever applicable.
12. The Purchase Committee in its discretion reserves right to reject or accept any or all the quotations at any time without assigning any reasons.
13. The firm should not be blacklisted by any Govt. Department/ Semi Govt. if any proof of black listing is found against the tenderer/firm at any time during the period of contract /Purchase, the whole claim or part thereof as decided by the Purchase Committee may be forfeited without assigning any reason.
14. When any working day is declared a holiday then the tenders will be opened on the next working day.
15. In case of job work or material used is found below the standard and not according to the specifications, the Purchase Committee reserves the right to forfeit the whole claim or part thereof. The decision of Purchase committee will be final in this regard.
16. The Purchase Committee reserves the right to terminate any contract at any time before the expiry of the period covered under the contract without assigning any reason thereof and without incurring any liability.

17. The Purchase Committee reserves the right to accept or reject any tender without assigning any reason whatsoever and no representation of any kind will be entertained.
18. The tenderers should submit separate quotation for each item as mentioned in the subject.
19. In case of dispute the decision of the Purchase Committee shall be final and binding upon the tenderer/firm/contractor/supplier.
20. Each Tender form should be accompanied by demand draft/pay order/FDR/ Bank Guarantee for amount of 5% of total quoted rate and value of purchase as EMD in favour of District & Sessions Judge, Tis Hazari Courts, Delhi
21. The amount of security will be refunded as soon as possible to the unsuccessful tenderers on written request. The Govt. Stores who has been declared exempt from depositing EMD shall be required to submit the documentary evidence as proof to prove that they are exempted from depositing earnest money by the Govt. of India/ Govt. of NCT of Delhi. In the absence of earnest money/documentary evidence the quotation shall not be considered.
22. The respective EMD/Bid security submitted by the successful firm would be returned to them with the condition to deposit the performance security as deemed fit by the Purchase Committee of this department in form of FDR/Bank Guarantee/demand Draft. The said performance security would be valid for a period of all contractual obligations.
23. The department reserves the right to impose any other condition at the time of placing order.

**(B. S. MATHUR)**  
**Chairman, Purchase Committee/**  
**Additional District & Sessions Judge, Delhi.**

Through Regd. Post.

**OFFICE OF THE DISTRICT & SESSIONS JUDGE ::  
TIS HAZARI COURTS:: DELHI**

No. \_\_\_\_\_/Purchase Cell/08

Dated \_\_\_\_\_

**SHORT TERM LIMITED TENDER**

To,

1. The Manager, Kendriya Bhandar, West Block VIII, Wing-III, Ground Floor, R.K. Puram, New Delhi.
2. The Manager, NCCF India Ltd.92, Deepali Building, 6<sup>th</sup> Floor, Nehru Place, ND.
3. The Manager, DSIDC, Admn. Block Okhla Phase-I, Near Police Station, New Delhi.
4. The Manager DCCW Store Limited, Karam Pura Road, Moti Nagar, New Delhi-15
5. The Manager, Delhi State Consumer Co-operative Federation Ltd.,G-184, Basement, Behind Dena Bank, Hari Nagar, Delhi-64.
6. The Manager, The Sudhar Sabha Consumers Co-operative Store Ltd., DDA Shop No. A/1 Market, B-4, Lawrence Road, Delhi-35.
7. M/s Khadi & Village Industries Commission, Khadi Gramodyog Bhawan, 24, Regal Building, New Delhi-110001
8. Notice Board:- At Tis Hazari, Patiala House, Karkardooma and Rohini Courts, for information to other Government stores/Emporium/General tenderers.
9. M/s Shah Shahib Electronics, 24, Pushpanjali, Vikas Marg Extn., Delhi 92.
10. M/s Luminous Power Technology, C-8, Community Centre, Janak Puri, New Delhi.
11. M/s Seth Sales & Services, WZ-5, 1<sup>st</sup> Floor Progressive Complex, Jwala Heri, Paschim Vihar, Delhi-63.
12. M/s Standard Engineers, 48 Dena Bank Building, Shiva Market, Pitam Pura, Delhi-34
13. M/s SSV Spectrum Marketing & Servicing Pvt. Ltd., B-4, Pandav Nagar Complex (Near Hanuman Mandir), Ganesh Nagar, Delhi-92
14. M/s V.B. Enterprises, 219, Syndicate House, 3 Old Rohtak Road, Inder Lok Delhi
15. M/s Exide Industries Ltd., Exide House, 3-E/1 Jhandenwala Extension, Delhi-55
16. M/s Rayal Electricals, 7/22, Kirti Nagar Industrial Area, New Delhi-15
17. M/s Datex Electronics Pvt. Ltd., T-1512/1, Bhishm Pitamah Marg, opp. Sachdeva P.T. College, Defence Colony, New Delhi.
18. M/s Power Guard Technologies, 191/1 Gali No.1, Opp. Shiv Mandir, Padam Nagar, Kishan Gung, Delhi.
19. M/s Aracool Comforts, A-87, Ground Floor, Near Tirupati Medical Centre, Malviya Nagar, Delhi-110017.

- Sub:- (1) Comprehensive Annual Maintenance Contract of 275 nos. Power Inverters of 1.0 KVA installed at the residence of Judicial Officers at Delhi, New Delhi & outside Delhi for a period of one year w.e.f. 12.05.2008 to 11.05.2009.**
- (2) Annual Rate Contract for supply of inverter batteries (under Buy back scheme) to be supplied at the residential office of the Judicial Officers as and when required for a period of one year w.e.f. 12.05.2008 to 11.05.2009**
- (3) Annual rate contract for installation / re-installation of inverters from one place to another in the event of shifting of residence by the Judicial Officers for a period of one year w.e.f. 12.05.2008 to 11.05.2009.**

You are hereby requested to send your sealed quotation for the above mentioned items with necessary descriptions separately on the following terms & conditions:-

**-: Special terms & conditions :-**

1. The quotations/tender complete in all respect be put only in tender box placed in Room No.326, 3<sup>rd</sup> Floor Tis Hazari Courts, Delhi on or before **07.05.2008 at 3.30 P.M.**, which will be opened on the same day in the presence of tenderers.
2. The Tenderer who is interested to undertake the work of AMC abovesaid items should be in possession of the requisite license/necessary permission from the competent authority to carry out such jobs and must have at least five year of experience.
3. Purchase Committee as it discretion to award contract for supply of inverter batteries with replacement of old batteries & AMC of inverters of two different firms.
4. In case the contract for AMC of inverters and the contract for supply of inverter batteries with replacement of old batteries is awarded to two different firms. In that case, the firm to whom the contract for AMC of inverter would be awarded will have to collect the new batteries and replace the same with old batteries as and when required from the firm to whom the contract for replacement of batteries would awarded.
5. Transportation charges for collecting the old batteries from the residential office of Judicial officers and getting it replace with the new batteries from the firm to whom the contract for supply of inverter batteries may be given will have to be borne by the firm dealing with the AMC of inverters.
6. All the power inverters should be checked at least once in a month and necessary repair/replacement of parts carried out as and when required with the original one as provided in the machines/equipments.
7. The tenderer are required to put distilled water into the batteries at stipulated time/interval, so that the batteries may not get damaged.
8. Job card would be strictly maintained and signature of the complainant be obtained for each visit separately.
9. The technician / Electrician should possess proper I-Cards duly signed / stamped by the tenderer as well as by this department, while visiting the courts premises/residence of Judicial Officers.
10. The complaint made in the forenoon over telephone should be attended either in the forenoon itself or latest by afternoon of the date of complaint. Similarly, complaint made during afternoon should be attended in the afternoon itself and latest by the following morning, even if it happens to be a holiday.
11. At any time, during the contract period the job work may be cross checked, and if the job work not found satisfactory or according to the contract order necessary action as deemed fit by this department may be taken against the contractor.
12. The supplier should not supply/install batteries at the residence of Judicial Officer it, the earlier installed batteries are under warranty / guarantee period.



13. The supplier of the battery must be manufacturer/authorized distributor of the company. The supplier is duty bound to replace the battery within time failing which, the department will reserve the right to purchase the batteries from the local market at the risk and cost of supplier and it will be binding upon the supplier.
14. The batteries should be of ISI/ISO mark having 160 AH capacity. The firm should mention the guarantee/warranty period as well as the capacity of the battery in their tender bid.
15. The tenderer must mention the date of installation on the batteries permanently at the time of installation, so that, guarantee period may be calculated. During the guarantee/warranty period, if any defect arises in the battery then the tenderer will have to replace the same with new battery immediately. IN such case, repairing shall not be allowed.
16. In case the power inverters cannot repaired at site, standby arrangement should be provided without any additional charge till the same is not repaired & re-installed.
17. The tenders/quotations received after due date and time shall not be considered.
18. Quotations through Direct, Courier, Post and any other means, shall not be accepted/entertained in any case.
19. The firms must have permanent Service Tax/Sales Tax/ VAT/TIN no. and Income Tax /PAN nos. and those who have not the same, need not apply. Also the firm must submit proof of depositing sales tax/VAT to indenting department. The tenderers must mention the Service Tax/Sales Tax/ VAT/TIN no. and Income Tax /PAN nos. in their invoice /receipts submitted by them.
20. The rates should be written in words as well as in figures and sales tax, VAT, Excise Duty must be mentioned separately, **(if ST/VAT/Service Tax, Excise Duty etc. is not mentioned, the rates of concerned item will be treated as inclusive of ST, VAT, Excise Duty etc.)** Further, rates should be valid for a period of one year from the date of order.
21. The rates should be quoted F.O.R. Tis Hazari, Karkardooma, Patiala House and Rohini Courts, Delhi or as directed by this office.
22. The tenderers are required to attach photocopy of current Sales Tax Clearance Certificate along with their quotations. Failure to submit Current STCC may render them invalid automatically.
23. On the top of envelop/quotations the subject should be mentioned clearly for which the quotation has submitted.
24. The Tenderers will furnish Warranty/ Guarantee against manufacturing defects at least for minimum period of one year.
25. The firm will supply only ISI marked product which has been notified by Bureau of Indian Standard **(BIS)** wherever applicable.
26. No payment will be made in advance to the tenderers. The payment shall be made on quarterly/monthly/yearly basis or as decided by this department and after receiving satisfactory working report from the actual users. The pre-receipted bill in quadruplicate be submitted after each quarter for arranging payment.

27. The firm should not be blacklisted by any Govt. Department/ Semi Govt. if any proof of black listing is found against the tenderer/firm at any time during the period of contract /Purchase, the whole claim or part thereof as decided by the Purchase Committee may be forfeited without assigning any reason.
28. When any working day is declared a holiday then the tenders will be opened on the next working day.
29. In case of job work or material used is found below the standard and not according to the specifications, the Purchase Committee reserves the right to forfeit the whole claim or part thereof. The decision of Purchase committee will be final in this regard.
30. The Purchase Committee reserves the right to terminate any contract at any time before the expiry of the period covered under the contract without assigning any reason thereof and without incurring any liability.
31. The Purchase Committee reserves the right to accept or reject any tender without assigning any reason whatsoever and no representation of any kind will be entertained.
32. The tenderers should submit separate quotation for each item as mentioned in the subject.
33. In case of dispute the decision of the Purchase Committee shall be final and binding upon the tenderer/firm/contractor/supplier.
34. **Each Tender form should be accompanied by demand draft/pay order/FDR/ Bank Guarantee for amount of 5% of total quoted rate and value of purchase as EMD in favour of District & Sessions Judge, Tis Hazari Courts, Delhi.**
35. The amount of security will be refunded as soon as possible to the unsuccessful tenderers on written request. The Govt. Stores who has been declared exempt from depositing EMD shall be required to submit the documentary evidence as proof to prove that they are exempted from depositing earnest money by the Govt. of India/ Govt. of NCT of Delhi. In the absence of earnest money/documentary evidence the quotation shall not be considered.
36. The respective EMD/Bid security submitted by the successful firm would be returned to them with the condition to deposit the performance security as deemed fit by the Purchase Committee of this department in form of FDR/Bank Guarantee/demand Draft. The said performance security would be valid for a period of all contractual obligations.
37. The department reserves the right to impose any other condition at the time of placing order.

**( B.S. MATHUR )**  
**Chairman, Purchase Committee/**  
**Additional District & Sessions Judge, Delhi.**

**Through Registered Post**

**OFFICE OF THE DISTRICT & SESSIONS JUDGE::**

**TIS HAZARI COURTS ::: DELHI**

No \_\_\_\_\_/Purchase Cell/08

Dated \_\_\_\_\_

**LIMITED TENDER**

To,

1. The Manager, Kendriya Bhandar, West Block VIII, Wing-III, Ground Floor, R.K. Puram, New Delhi.
2. The Manager, NCCF India Ltd, 92, Deepali Building, 6<sup>th</sup> Floor, Nehru place, N.D.
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8. Notice Board:- At Tis Hazari, Patiala House, Karkardooma and Rohini Courts, for information to other Government stores/Emporium/General tenderers.
9. District Courts Web-site Committee, Tis Hazari Courts, Delhi with the request to place the tender form on the website of District Courts, Delhi.

**Sub: Purchase of 9000 Nos. Bastas for the use of District Courts with following specifications:-**

- Size of bastas should be 48" x 48".
- It should be made of superior quality markin Cloth (Powerloom)
- It should be fine stitched from all sides.
- Weight of the bastas should be 172 gms with variation of  $\pm 5\%$ .

*(Separate quotation for this item)*

**Note : The supply of the aforesaid items may be taken on quarterly/half yearly/yearly/completely or as deemed fit by this department.**

You are hereby requested to send your sealed quotation for the supply of **above mentioned item with samples and necessary descriptions** separately on the following Terms & Conditions :-

1. The quotations / tender complete in all respect be put only in tender box placed in room No 326, 3<sup>rd</sup> Floor Tis Hazari Courts, Delhi on or before **15.05.2008 at 3.30 P.M.**, which will be opened on the same day in the presence of tenderers.
2. Quotations through Direct, courier, post and any other means, shall not be accepted / entertained in any case.
3. Quotations received after due date & time shall not be considered in any case.

4. The firms must have sales tax / VAT / TIN no. and Income tax / PAN Nos. and those who have not the same, need not apply. Also the firm must submit proof of depositing sales tax/VAT to indenting department.
5. No payment will be made in advance to the tenderers. Payment of the bill will be paid only after the complete supply of the articles as mentioned above.
6. The rates should be written in words as well as in figures and sales tax, VAT, Excise Duty must be mentioned separately, (if ST/VAT/Service Tax, Excise Duty etc. is not mentioned, the rates of concerned item will be treated as inclusive of ST,VAT, Excise Duty etc.). Further, rates should be valid for a period of one year from the date of order.
7. The rates should be quoted F.O.R. Tis Hazari, Karkardooma, Patiala House and Rohini Courts, Delhi or as directed by this office.
8. The tenderers are required to attach photocopy of current Sales Tax Clearance Certificate along with their quotations. Failure to submit Current STCC may render them invalid automatically.
9. On the top of envelope/quotations the name of the articles must be mentioned clearly for which quotation has been called.
10. The Tenderers will furnish warranty/Guarantee against manufacturing defects at least for minimum period of one year.
11. The firm will supply only the ISI marked product which have been notified by the Bureau of Indian Standards (BIS), wherever applicable.
12. The Purchase Committee in its discretion reserves right to reject or accept any or all the quotations at any time without assigning any reasons.
13. The firm should not be black listed by any Govt. Department/Semi Govt. If any proof of black listing is found against the tenderer/firm at any time during the period of contract/purchase, the whole claim or part thereof as decided by the Purchase Committee may be forfeited without assigning any reason.
14. When any working day is declared a holiday then the tenders will be opened on the next working day.
15. In case of job work or material used is found below the standard and not according to the specifications, the Purchase Committee reserves the right to forfeit the whole claim or part thereof. The decision of Purchase Committee will be final in this regard.
16. The Purchase Committee reserves the right to terminate any contract at any time before the expiry of the period covered under the contract without assigning any reason thereof and without incurring any liability.
17. The Purchase Committee reserves the right to accept or reject any tender without assigning any reason whatsoever and no representation of any kind will be entertained.
18. The tenderers should submit separate quotation for each item as mentioned in the subject.

19. In case of dispute the decision of Purchase Committee shall be final and binding upon the tenderer/firm/contractor/supplier.
20. **Each tender form should be accompanied by demand draft/pay order/ FDR/Bank Guarantee for amount of 5% of total quoted rate and value of purchase as EMD in favour of District & Sessions Judge, Tis Hazari Courts, Delhi.**
21. The amount of security will be refunded as soon as possible to the unsuccessful tenderers on written request. The Govt. Stores who have been declared exempt from depositing EMD shall be required to submit documentary evidence as proof to prove that they are exempted from depositing earnest money by the Govt. of India/Govt. of NCT of Delhi. In the absence of earnest money/documentary evidence the quotation shall not be considered.
22. The respective EMD/bid security submitted by the successful firm would be returned to them with the condition to submit the performance security as deemed fit by the Purchase Committee of this department in form of FDR/Bank Guarantee/Demand Draft. The said performance security would be valid for a period of all contractual obligations.
23. The department reserves the right to impose any other condition at the time of placing order.

**( B. S. MATHUR )**  
**Chairman, Purchase Committee/**  
**Additional District & Sessions Judge, Delhi.**

Through Regd. Post.

**OFFICE OF THE DISTRICT & SESSIONS JUDGE::**

**TIS HAZARI COURTS : DELHI**

No \_\_\_\_\_/Purchase Cell/08

Dated \_\_\_\_\_

**LIMITED TENDER**

To,

1. The Manager, Kendriya Bhandar, West Block VIII, Wing-III, Ground Floor, R.K. Puram, New Delhi.
2. The Manager, NCCF India Ltd, 92, Deepali Building, 6<sup>th</sup> Floor, Nehru place, N.D.
3. The Manager DSIDC, Admn. Block Okhla Phase-I, Near Police Station, New Delhi
4. The Manager DCCW Store limited, Karam Pura Road, Moti Nagar, New Delhi-15.
5. The Manager, Delhi State Consumer Co-operative Federation Ltd, G-184, Basement, Behind Dena Bank, Hari Nagar, Delhi-64
6. The Sudhar Sabha Consumers Co-operative Store Ltd., DDA Shop No. A/1 Market, B-4, Lawrence Road, Delhi-35
7. Notice Board:- At Tis Hazari, Patiala House, Karkardooma and Rohini Courts, for information to other Government stores/Emporium/General tenderers.
8. District Courts Web-site Committee, Karkardooma Courts, Shahdara, Delhi with the request to place the tender form on the website of District Courts, Delhi.
9. M/s Lakshmi Rubber Stamps Works, Shop No. 41, Raghubira Market, Near Gurudwara Opp. Beri Wala Bagh Chowk, Azad Market, Delhi.
10. M/s Khanna Rubber Stamps, Shop no. 378, Azad Market, Delhi-06
11. M/s Fancy Plastic Centre, 381, Azad Market, Delhi-06.
12. M/s Tiger Rubber Stamps, 413, Azad Market, Delhi-06.
13. M/s Shakti Stamp Works, 10082, Pul Bangash, Delhi-06.
14. M/s R.K. Rubber Stamp Works, 35, Azad Market, Delhi-06.
15. M/s Delhi Rubber Stamp Works, 380, Azad Market, Delhi-06.
16. M/s Shiv Ashish Enterprises, 4B/27, Rang Rasayan Aptt. Sector-13, Rohini Delhi-85.
17. M/s Kamal Enterprises, Shop No. 6, Raghubira Market, Azad Market Chowk, Near Red Light, Delhi-06
18. M/s Bala Print, 4948, Chandni Chowk, Delhi- 06
19. M/s Sun Stamper, 8879/2, Multani Dhanda, Paharganj, Delhi-55
20. M/s Ideal Enterprises, 5211, 2<sup>nd</sup> Floor, Basant Road, Paharganj, Delhi -55
21. M/s Chakkarvati Stamps, 110, Mall Road, Kingsway Camp, Near Oriental Bank of Commerce, Delhi-09.
22. M/s Shiva Enterprises, Shop No.123, New Kishore Market, Camp Chowk, GTB Nagar, Delhi-95

**Sub : Annual Rate Contract for preparation of Rubber Stamps for District Courts for the period of one year on the following descriptions :-**

**Items :**

1<sup>st</sup> Line Single Line

2<sup>nd</sup> Line/Additional Line

Round Rubber stamps with emblem (Hindi)

Round Rubber stamps with emblem (English)

Round Rubber Stamp (Hindi + English)

Dater with stamp English

Dater with stamps (Hindi +English)

Dater with stamps Hindi  
Border Charges (Outline Charges)  
Only date stamps  
Brass seal small size  
Brass seal big size  
Brass seal Big size with emblem  
Brass seal with name  
Brass seal with emblem in the name of XYZ  
Self ink stamp by name (XYZ)

***You are hereby requested to send your sealed quotation for the above mentioned items with necessary descriptions separately on the following Terms & Conditions :-***

1. **Quotations through Direct, courier, post and any other means, shall not be accepted /entertained in any case.**
2. **The quotations / tender complete in all respect be put only in tender box placed in room No 326, 3<sup>rd</sup> Floor Tis Hazari Courts, Delhi on or before 15.05.2008 at 3.30 P.M., which will be opened on the same day in the presence of tenderers.**
3. **The firms must have permanent Service Tax Number and mention the Service Tax Registration no./Service Tax Code and Accounting Code in their invoice/receipts submitted by them.**
4. The rates should be written in words as well as in figures and should be inclusive of sales tax, VAT, Excise Duty, (if ST/VAT/Service Tax not mentioned, rates of concerned item will be treated as inclusive of ST,VAT, Excise Duty etc.). Further, rates should be valid for a period of one year from the date of order.
5. Quotations received after due date & time shall not be considered in any case.
6. No payment will be made in advance to the tenderers. The payment of the bill will be made on monthly/quarterly/half yearly basis as deemed fit by this department at the time of placing contract order and only after receiving the satisfactory performance report.
7. The quoted rates should be mentioned in figures as well as in words and should be inclusive of sales tax, VAT, Excise Duty, **(if ST/VAT not mentioned, rates of concerned item will be treated as inclusive of ST,VAT, Excise Duty etc.)** Further, rates should be valid for a period of one year from the date of order.
8. The rates should be quoted F.O.R. Tis Hazari, Karkardooma, Patiala House and Rohini Courts, Delhi or as directed by this office.
9. The tenderers are required to attach photocopy of current Sales Tax Clearance Certificate along with their quotations. Failure to submit Current STCC may render them invalid automatically.
10. On the top of envelope/quotations the name of the articles must be mentioned clearly for which quotation has been called.
11. The Tenderers will furnish warranty/Guarantee against manufacturing defects at least for minimum period of one year.
12. The Purchase Committee in its discretion reserves right to reject or accept any or all the quotations at any time without assigning any reasons.
13. The firm should not be black listed by any Govt. Department/Semi Govt. If any proof of black listing is found against the tenderer/firm at any time during the period of contract/purchase, the whole claim or part thereof as decided by the Purchase Committee may be forfeited without assigning any reason.
14. When any working day is declared a holiday then the tenders will be opened on the next working day.

15. In case of job work or material used is found below the standard and not according to the specifications, the Purchase Committee reserves the right to forfeit the whole claim or part thereof. The decision of Purchase Committee will be final in this regard.
16. The Purchase Committee reserves the right to terminate any contract at any time before the expiry of the period covered under the contract without assigning any reason thereof and without incurring any liability.
17. The Purchase Committee reserves the right to accept or reject any tender without assigning any reason whatsoever and no representation of any kind will be entertained.
18. The tenderers should submit separate quotation for each item as mentioned in the subject.
19. In case of dispute the decision of Purchase Committee shall be final and binding upon the tenderer/firm/contractor/supplier.
20. **Each tender form should be accompanied by demand draft/pay order/FDR/Bank Guarantee for amount of 5% of quoted rates and value of purchase as EMD in favour of District & Sessions Judge, Tis Hazari Courts, Delhi.**
21. The amount of security will be refunded as soon as possible to the unsuccessful tenderers on written request. The Govt. Stores who have been declared exempt from depositing EMD shall be required to submit documentary evidence as proof to prove that they are exempted from depositing earnest money by the Govt. of India/Govt. of NCT of Delhi. In the absence of earnest money/documentary evidence the quotation shall not be considered.
22. In Case of Annual Maintenance Contract/Annual Rate Contract, the respective EMD/bid security submitted by the successful firm would be returned to them with the condition to submit the performance security as deemed fit by the Purchase Committee of this department in form of FDR/ Bank Guarantee/ Demand Draft. The said performance security would be valid for a period of all contractual obligations.
23. The department reserves the right to impose any other condition at the time of placing order.

**( B. S. MATHUR )**  
**Chairman, Purchase Committee/**  
**Additional District & Sessions Judge, Delhi.**