

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, 6th 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. The Superintendent, Central Jail No. 2, Tihar, New Delhi.
11. M/s A-One Enterprises, 2/89, Furniture Block, Kirti Nagar, N.Delhi-15
12. M/s Phulkari Punjab Govt. Emporium, C-6, Emporia Complex, Baba Khark Singh Marg, New Delhi-01
13. M/s Premier Furnishing Co. 63, Rani Jhansi Road, New Delhi-55
14. M/s H.P. State Handicrafts & Handloom Corporation Ltd., C-3, Baba Khark Singh Marg, New Delhi-01
15. M/s Arora Furnishers, 1424, Dr. Mukherjee Nagar, Delhi-09.
16. M/s A.B. Traders, V-61, Ch. Fateh Singh Marg, Arvind Nagar, Delhi-53.
17. M/s Empire Safe Co. 59 M.M. (Rani Jhansi Road), New Delhi-55.
18. M/s N.V. Enterprises, Plot No. 2, Main Najafgarh Road, Opposite Metro Pillar NO. 430, Titarpur, New Delhi-110027.
19. M/s Kala Mandir Wooden Furniture, Shop No. 21, D.D.A.L.S.C, Furniture Block, Kirti Nagar, New Delhi-15.
20. M/s Chadha Furnishers, D-1, Fateh Nagar, Jail Road, New Delhi-18.

Sub: (1) Purchase of 172 nos. Revolving Chairs for District Courts, Delhi with following specification:-

- (a) The chair should have neck support with tilting mechanism having unique air channel system PU foam sheet / back neatly upholstered in superior quality tapestry/leather foam.
- (b) The base of the chair must be powder coated/chromed with five replaceable castors of superior quality.
- (c) The back of the chair must be in the shape which can provide complete relief to the user.

- (d) Frame of the chair must be made of good quality durable steel for long life.

(separate quotation for this item)

(2) Purchase of 44 Computer Chairs & 44 Computer Tables with following Specifications.

Computer Chairs (Revolving):-

- (a) Frame of the chair should be made with good quality steel for its durability.
- (b) Seat and Back of the chair should be well cushioned with foam tapestry/leather foam etc.
- (c) The chair should have good quality handle in the both side attached with the seat of the chair for the convenience of the operator.
- (d) Base of the chair must be powder coated/chromed with five replaceable castors of superior quality.
- (e) back of the chair should not be much higher for convenience of the operator.

Computer Tables :-

- (a) The size of the table must be 2'-6" X 4' feet.
- (b) It should be made of superior quality teak good having mica top.
- (c) A separate in build box with locking facility should be provided to keep CPU safely.
- (d) A separate box with locking facility should also be provided to keep mouse & keyboard.
- (e) A drawer system with locking facility should be provided preferably in the right side.

(separate quotation for this item)

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 in the terms & conditions. The financial bid should contain competitive price of goods and other relevant description etc.

1. The quotations / tender complete in all respect be put only in tender box placed in room No 326, 3rd Floor Tis Hazari Courts, Delhi on or before **25.02.2008 at 3.30 P.M.,** which will be opened on the same day in the presence of tenderers.
2. The quotation must be accompanied with **sample** of the items. Without sample of the item quotation shall not be considered.
3. The financial bid of only those tenderers shall be considered who are eligible and qualified in their technical bid.
4. The tenders received after due date and time shall not be considered.
5. 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.

6. Quotations through Direct, courier, post and any other means, shall not be accepted / entertained in any case.
7. Quotations received after due date & time shall not be considered in any case.
8. 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.
9. 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.
10. 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.
11. The rates should be quoted F.O.R. Tis Hazari, Karkardooma, Patiala House and Rohini Courts, Delhi or as directed by this office.
12. 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.
13. On the top of envelope/quotations the name of the articles must be mentioned clearly for which quotation has been called.
14. The Tenderers will furnish warranty/Guarantee against manufacturing defects at least for minimum period of one year.
15. The firm will supply only the ISI marked product which have been notified by the Bureau of Indian Standards (BIS), wherever applicable.
16. The Purchase Committee in its discretion reserves right to reject or accept any or all the quotations at any time without assigning any reasons.
17. 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.
18. When any working day is declared a holiday then the tenders will be opened on the next working day.
19. 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.
20. 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.
21. 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.
22. The tenderers should submit separate quotation for each item as mentioned in the subject.
23. In case of dispute the decision of Purchase Committee shall be final and binding upon the tenderer/firm/contractor/supplier.
24. 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

25. 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.
26. 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.
27. The department reserves the right to impose any other condition at the time of placing order.

(SUNIL GAUR)
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, 6th 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. M/s 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 Web-site Committee, Tis Hazari Courts, Delhi with the request to place the tender form on the website of District Courts, Delhi.
10. M/s Hindustan Lever Ltd., Block-A, Plot No. – B, South City-1, Delhi-Jaipur Highway, Gurgaon.
11. M/s Reckitt & Benckiser (India) Ltd., 227 Okhla Industrial Estate Phase-III, New Delhi – 110020.
12. M/s Samay Electronics Pvt. Ltd., M.R. Industrial Estate, Morbi-Rajkot Highway, P.O. Box. NO. 210, Morbi, Gujarat – 363641.
13. M/s Ajanta Quartz, 258 New Lajpat Rai Market, Delhi.
14. M/s Orpat Industrial Estate, Rajkot Highway, Morbi, Gujarat-363641
15. M/s Colgate Palmoliv (India) Ltd. Plot No. 158, Kundai Industrial Estate, Goa-403115.
16. M/s Usha International Ltd., Plot No. 3, Sector-32, Institutional Area, Gurgaon-122001
17. M/s Bajaj Electrical Ltd., 1/10, Asaf Ali Road, New Delhi.

Sub:

- (1) Purchase of 4000 Nos. Officer Soaps for the use of Judicial & Administrative Officers.**

(Separate quotation for this item)

- (2) Purchase of 240 Nos. Wall Clocks.**

(Separate quotation for this item)

- (3) Purchase of 33 Nos. of Electric Kettles for the use of District Courts, Delhi.**

(separate quotation for this item)

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

(separate quotation for this item)

(5) Purchase of 5000 Envelopes (SE-7A) and Purchase of 5000 Envelopes (SE-8A) for the use of District Courts.

(separate quotation for this item)

Note : The supply of the aforesaid items may be taken on quarterly/half yearly/yearly 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, 3rd Floor Tis Hazari Courts, Delhi on or before **25.02.2008 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.

(SUNIL GAUR)
Chairman, Purchase Committee/
Additional District & Sessions Judge, Delhi.

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

Through Regd. Post.

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, 6th 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 Fancy Plastic Centre, 381, Azad Market, Delhi-06.
11. M/s Tiger Rubber Stamps, 413, Azad Market, Delhi-06.
12. M/s Shakti Stamp Works, 10082, Pul Bangash, Delhi-06.
13. M/s R.K. Rubber Stamp Works, 35, Azad Market, Delhi-06.
14. M/s Delhi Rubber Stamp Works, 380, Azad Market, Delhi-06.
15. M/s Shiv Ashish Enterprises, 4B/27, Rang Rasayan Aptt. Sector-13, Rohini Delhi-85.
16. M/s Kamal Enterprises, Shop No. 6, Raghubira Market, Azad Market Chowk, Near Red Light, Delhi-06

Sub : Annual Rate Contract for preparation of Rubber Stamps for District Courts for the period w.e.f. 03.04.2008 to 02.04.2009 on the following descriptions :-

Items :

- 1st Line Single Line
- 2nd 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, 3rd Floor Tis Hazari Courts, Delhi on or before 25.02.2008 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.

(SUNIL GAUR)
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 _____

TENDER

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, 6th Floor, Nehru place, N.D
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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 G.R. Office Automation, No. 9, Community Centre-II, 1st floor, Ashok Vihar, Phase-II (Opposite Satyawati College) Delhi – 110052
10. M/s Gestetner (India) limited, 6, Bahadur Shah Zafar Marg, New Delhi-02

Sub: (1) Comprehensive Annual Maintenance Contract of 03 Duplicating machines installed at Tis Hazari Courts, & Karkardooma Courts.

Note : (A) Bidders are free to inspect all the duplicating machines before participation in the tender process.

(B) The Comprehensive AMC in respect to the Duplicating machine, shall be on the basis of the condition of the machine as are available at the time of participation in the bid process. The bidders are free to inspect the duplicating machines during working hours of the courts before they participate in the tender process.

(C) Rates should be quoted for Comprehensive AMC with or without consumables.

(separate quotation for this item)

(2) Annual Rate contract for maintenance of 401 Hot Cases and 368 Electric Kettles at different District Courts Complexes.

Rates should be quoted with or without parts.

Rates of the following items should be quoted :-

Hot Case

- (a) Providing / replacement of element,
- (b) Providing / replacement of iron "Jali" of shelves,
- (c) Providing of three pin socket 15 Amp.
- (d) Providing of wire 4 mm.

(e) **Providing / replacement of Handle of Window of the Hotcase.**

Electric Kettles

- (a) **Providing / replacement of element,**
- (b) **Providing of three pin socket 15 Amp.**
- (c) **Providing / replacement of 15 Amp three pin plug (Top).**
- (d) **Replacement of lid of electric kettles**
- (e) **Providing / replacement Handle of electric Kettles.**
- (f) **Providing of wire 4 mm**

(separate quotation for this item)

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, 3rd Floor Tis Hazari Courts, Delhi on or before 25.02.2008 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 requisite licence/necessary permission from the competent authority to carry out such jobs and must have at least five year experience in the respective field.
3. All the machines / equipments should be checked at least twice 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.
4. The tenderer are required to put all the machines in perfect working order during the contract period.
5. Job Card would be strictly maintained and signature of the complainant be obtained for each visit separately.
6. 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.
7. 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.
8. 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 this department may be taken against the contractor.
9. The rates should be valid for a period of minimum one year from the date of awarding of contract.
10. No extra payment would be made to the contractor except the rates approved by this department.

11. 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.
12. **The tender should be accompanied with EMD of 5% of quoted rates in either form of Demand Draft / Pay Order / FDR / Bank Guarantee in favour of District & Sessions Judge, Delhi, Tis Hazari Courts, Delhi.**
13. In case, if the above said machines cannot be repaired at site, standby arrangement should be provided without any additional charges till the same is not got repaired and re-installed.
14. No payment will be made in advance to the tenderers. The payment shall be made on quarterly/monthly/yearly basis 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.
15. **After awarding the contract, the respective EMD/bid security submitted by the firm would be returned to them with the direction to submit the performance security as deemed fit by the Purchase Committee of this department in the form of FDR/Bank Guarantee/Demand Draft. The said performance security would be valid for a period of all contractual obligations.**
16. In the event of performance under contract period is found unsatisfactory, a written notice will be issued to the contractor to improve the service. If the service does not improve, even within fortnight after receiving the notice, the contract may be terminated without making any further reference.
17. **Quotations through Direct, courier, post and any other means, shall not be accepted / entertained in any case.**
18. Quotations received after due date & time shall not be considered in any case.
19. **The firms must have permanent Service Tax /VAT / TIN Number and mention the same in their invoice/receipts submitted by them, those who have not the same, need not apply. Also the firm must submit proof of depositing VAT /Service tax to indenting department.**
20. The rates should be quoted F.O.R. Tis Hazari, Karkardooma, Patiala House and Rohini Courts, Delhi or as directed by this office.
21. 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.
22. On the top of envelope/quotations the name of the articles must be mentioned clearly for which quotation has been called.
23. The Tenderers will furnish warranty/Guarantee against manufacturing defects at least for minimum period of one year.
24. 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.

25. When any working day is declared a holiday then the tenders will be opened on the next working day.
26. 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.
27. 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.
28. 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.
29. The tenderers should submit separate quotation for each item as mentioned in the subject.
30. In case of dispute the decision of Purchase Committee shall be final and binding upon the tenderer/firm/contractor/supplier.
31. 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.
32. The department reserves the right to impose any other condition at the time of placing order.

(SUNIL GAUR)
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, 6th 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. M/s 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 Web-site Committee, Tis Hazari Courts, Delhi with the request to place the tender form on the website of District Courts, Delhi.
10. M/s Hindustan Lever Ltd., Block-A, Plot No. – B, South City-I, Delhi-Jaipur Highway, Gurgaon.
11. M/s Reckitt & Benckiser (India) Ltd., 227, Okhla Industrial Estate Phase-III, New Delhi – 110020.
12. M/s Godrej Sara Lee Ltd., Pirojshanagar Eastern Express Highway, Vikroli, Mumbai-400079.
13. M/s Metropol (India) Pvt. Ltd. 262, Phase-III, Okhla Industrial Estate, New Delhi -20.

Sub: (1) (a) Purchase of 1700 nos. Vim Liquid.

(b) Purchase of 600 nos. Small Dustbins of following specifications:

- (i) It should be made of superior quality plastic.
- (ii) It should have capacity to contain 10-12 ltr. liquid.
- (iii) It should have cover on upper portion and should have a push button/paddle to open it.

(Separate quotation for these items)

(2) (a) Purchase of 650 bottles of Dettol in the pack of 250ml.

(b) Purchase of 1000 nos. apron for the use of staff posted in the Record Rooms at different court complexes.

(Separate quotation for these items)

Note : The supply of the aforesaid items may be taken on quarterly/half yearly/yearly 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, 3rd Floor Tis Hazari Courts, Delhi on or before **25.02.2008 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.

(SUNIL GAUR)
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 IN TWO BID SYSTEM

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, 6th 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. M/s 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 Web-site Committee, Tis Hazari Courts, Delhi with the request to place the tender form on the website of District Courts, Delhi.
10. The Superintendent, Central Jail No. 2, Tihar, New Delhi.
11. M/s U.R. Traders, 920, 2nd floor, Mela Ram House, Chawari Bazar, Delhi- 110006
12. M/s New Stationery House, 2912, Main Bazar, Subzi Mandi, Delhi- 110007
13. M/s Goyal Stationers, 433, Gali Robin Cinema, Old Subzi Mandi, Delhi- 110007
14. M/s Popli Plastics, 5411, New Market, Sadar Bazar, Delhi -06

Sub: Purchase of following Stationery items :

1	Gum Powder	25 kgs.
2.	Stock & Distribution register	25 Nos.
3.	Cash book small for road & Diet money	25 Nos.
4.	Stock Register	25 Nos.
5.	Rubber Band	5 Kgs.

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

Limited tenders are invited in **two bid system** i.e. Technical bid and Financial bid. The technical bid should contain details specifications of the item along-with necessary documents as mentioned in the below mentioned terms & conditions. The financial bid should contain competitive price of goods and other relevant description etc.

Terms & conditions:-

1. The quotations / tender complete in all respect be put only in tender box placed in room No 326, 3rd Floor Tis Hazari Courts, Delhi on or before **25.02.2008 at 3.30 P.M.** which will be opened on the same day in the presence of tenderers.
2. The quotation must be accompanied with **sample** of the items. Without sample of the item quotation shall not be considered.

3. The financial bid of only those tenderers shall be considered who are eligible and qualified in their technical bid.
4. The tenders received after due date and time shall not be considered.
5. 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.
6. Quotations through Direct, courier, post and any other means, shall not be accepted / entertained in any case.
7. Quotations received after due date & time shall not be considered in any case.
8. 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.
9. 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.
10. 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.
11. The rates should be quoted F.O.R. Tis Hazari, Karkardooma, Patiala House and Rohini Courts, Delhi or as directed by this office.
12. 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.
13. On the top of envelope/quotations the name of the articles must be mentioned clearly for which quotation has been called.
14. The Tenderers will furnish warranty/Guarantee against manufacturing defects at least for minimum period of one year.
15. The firm will supply only the ISI marked product which have been notified by the Bureau of Indian Standards (BIS), wherever applicable.
16. The Purchase Committee in its discretion reserves right to reject or accept any or all the quotations at any time without assigning any reasons.
17. 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.
18. When any working day is declared a holiday then the tenders will be opened on the next working day.
19. 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.
20. 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.
21. 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.

22. The tenderers should submit separate quotation for each item as mentioned in the subject.
23. In case of dispute the decision of Purchase Committee shall be final and binding upon the tenderer/firm/contractor/supplier.
24. 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
25. 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.
26. 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.
27. The department reserves the right to impose any other condition at the time of placing order.

(SUNIL GAUR)
Chairman, Purchase Committee/
Additional District & Sessions Judge, Delhi.