

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, 6th 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.

Sub:- (1) Annual Rate Contract for supply of 2688 Kgs. Gur and 2688 Kgs. Chana for the use of District Courts, Delhi

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

Terms & conditions :-

1. The quotations/tender complete in all respect be put only in tender box placed in Room No. 18, Ground Floor, Tis Hazari Courts, Delhi on or before **05.07.2008 at 3.30 P.M.**, which will be opened on the same day in the presence of tenderers.
2. The tenders/quotations received after due date and time shall not be considered.
3. The rates should be valid for a period of minimum one year from the date of awarding of contract. No extra payment would be made to the contractor except the rates approved by this department.

4. Quotations through Direct, Courier, Post and any other means, shall not be accepted/entertained in any case.
5. 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.
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 subject should be mentioned clearly for which the quotation has submitted.
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. 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.
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.

(R. KIRAN NATH)
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. 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 Tara Chand Sahni & Sons, 292, Gali Toliya Wali, Sadar Bazar, Delhi-110006.
12. M/s Bombay Dyeing & Manufacturing Company Limited, Neville House, J.N. Haredia Marg, Ballard Estate, Mumbai-400001
13. M/s Standard Engineers, 48, Dena Bank Building, Shiva Market, Pitam Pura, Delhi-34.
14. M/s Balaji Industries, 222, New Prem Puri, Railway Road-250002, Meerut, U.P.
15. M/s Saifi Con Fab Systems Pvt. Ltd., 3737-38, Near Masjid, Nangla Raod, Jawahar Colony, Faridabad.
16. M/s SSR Metal Pvt. Limited, 179-A, New Lahore Extn., Gali No. 11, Near Pooja STD, Shastri Nagar, Delhi-31.
17. M/s BTM Plastic, D-13, DSIDC Complex, Nangloi, New Delhi-110041
18. M/s Su Kam Communication Systems Limited, WZ-1401/2, Nangal Rai, New Delhi-46
19. M/s J.B. Exports Pvt. Ltd., A-20, Mohan Co-operative Industrial Estate, Mathura Road, New Delhi-07
20. M/s Shore Wala Overseas, 9, Banarsi Das Estate, Lancers Road, Timar Pur, Delhi-54
21. M/s Siddhartha, 126-127, Vardhman Fashion Mall, Pitam Pura, N. Delhi-34

Sub: (1) Purchase of 216 nos. Inverter trolley to be provided & installed at the residential office of Judicial Officers and at challan courts at Delhi, New Delhi & outside Delhi. The specifications of trolley are as under:-

- a. **Dimensions:** not less than length 23" , Breadth 14" and Height 34" .
- b. **Material:** made up of PP (poly propylene) suitable for 1000 VA Inverter fitted with 02 nos. 160 AH batteries.
- c. **Prototype of Steel Pipe:** support at four corners should be of iron encased in plastic instead of plastic. Back side of the Trolley should be open for release of fumes.
- d. **Castors:** The trolley should be mounted on wheels (Castors) swiveling arrangement.

(separate quotation for this item)

(2) Purchase of 750 nos. Towels for the use of Judicial & other Officers with following specifications.

- Size of towels should be 26" x 50" .
- It shall be weaved up densely.
- Weight of each towel shall be at least 450 grms.
- Variation in size and weight of towels is allowed by $\pm 10\%$.

(separate quotation for this item)

(3) Purchase of 1500 nos. Hand Towels for the use of Judicial & Other officers with following specifications.

- Size of hand towel should be 16" x 24"
- It shall be weaved up densely.

(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 18, Ground Floor Tis Hazari Courts, Delhi on or before **05.07.2008 at 3.00 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 BIG sealed 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. Random checking of the sample/supply of the articles will be done at the cost of supplier as per rules as the sample so used/damaged in the random checking should be replaced by the supplier.

19. When any working day is declared a holiday then the tenders will be opened on the next working day.

20. 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.

21. 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.

22. 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.

23. The tenderers should submit separate quotation for each item as mentioned in the subject.

24. In case of dispute the decision of Purchase Committee shall be final and binding upon the tenderer/firm/contractor/supplier.

25. 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

26. 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.

27. 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.

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

(R. KIRAN NATH)
Chairperson, Purchase Committee/
Additional District & Sessions Judge, Delhi.