

## TENDER III

Through registered post

**OFFICE OF THE DISTRICT & SESSION JUDGE (NORTH DISTRICT)  
ROHINI COURTS: DELHI**

No. 1607-38 /Purchase Cell(North)/17Delhi, the dated:- 15/2/17

**SHORT TERM LIMITED TENDER IN TWO BID SYSTEMS**

To

1. The Manager, Kandriya Bhandar, West Block VIII, Wing-II, 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. E-579 Palam Extn, (Ramphal Chowk), Sector-7, Dwarka, New Delhi-110077.
6. The Manager, Sudhar Sabha Consumers Co-operative Store Ltd., DDA Shop No. A/1 Market, B-4, Lawrence Road, Delhi-35.
7. Notice Board:- At Rohini Court, Tis Hazari, Patiala House, Karkardooma, Saket, and Dwarka Court, for information to other government stores/Emporium/General Vendors.
8. District Court Website Committee, Rohini Courts with the request to place the tender form on the website of District Court, Delhi.
9. M/s. Home Saaz, , J-44 Central Market, Lajpat Nagar -II, New Delhi.
10. M/s. Royal Place, 185, Library Road, Azad Market, Delhi-110006.
11. M/s. Dinette Appilanes Pvt. Ltd., A-48/1, Mayapuri industrial Area, Phase-I, Delhi.
12. M/s. S.L. Industries, F-57, Mayapuri Industrial Area, Phase-II, Delhi-64.
13. M/s. Sea Shell Ceramics (India) Pvt. Ltd. , 30-31, Village Chhapraula-09, Ghaziabad (U.P)
14. M/s. Venus Cutlery, WZ-1, Basai, Raod, Moti Nagar, New Delhi-15.
15. M/s. Taneja Crockery House, 10246-A, Library Road, Azad Market, Delhi-06
16. M/s. Shiv Om Crockery House, 10247/1, Library Road, Azad Market, Delhi-06.
17. M/s La Opala RG Ltd., HS-28, 2<sup>nd</sup> Floor, Kailash Colony, Delhi-110048.
18. M/s Reckitt & Benckiser (India)Ltd., 227 Okhla Industrial Estate Phase-III, New Delhi-110020.
19. Godrej Consumer Products, 4<sup>th</sup> Floor, Delite theatre Building, 4/1 Asaf Ali Road, Chandni Mahal, Central District, New Delhi, Delhi.
20. M/s. Reckitt & benckiser (India) Ltd., Plot no. 48, institutional Area, Sector-32, Gurgaon-122001 (Haryana).
21. M/s. Volgina Enterprises, R-78, Model Town-III, Delhi-110009.
22. M/s. Shiv Ashish Enterprises, 4B/27, Rang Rasayan Appt. Sector-13, Rohini, Delhi-85.
23. M/s. Jai Mata Trading Co. C-4/32, Rajasthli Apartment, Pitampura, Delhi-34.
24. M/s. S.K. Agencies, 2892/38, Singhara Chowk, Quatab Road, Sadar Bazar, Delhi-06.
25. M/s. Arihant Traders, B3/38, Sector-11, Rohini, Delhi-110085.
26. M/s. Dawn Ceramics, H-2, Lajpat Nagar-1, New Delhi-24.
27. M/s New India Press, BM-34 (East), Shalimar Bagh, Delhi-110088

**Sub: (1) Purchase of items from Serial No. 1 to Serial No. 11 as mentioned in the list as Annexure "A".**

**EMD:- Rs. 3000/- (Rupees Three thousand only)**

■ Limited tenders are invited in two bid systems i.e. Technical & Financial Bid separately for Purchase

of Different consumable items for office use of District Court Rohini (North), Delhi. The Technical Bid should contain the details specifications/description along-with necessary documents as mentioned in the Terms & Conditions. The Financial Bid should contain competitive price each for the subject items and other relevant description.

- The quotation/ tenders complete in all respects must be put only in the Tender Box placed in Room No. 407, Fourth Floor, Purchase Cell (North), Rohini, Delhi., on or before 14/03/2017 at 4:00 PM, which will be opened on the same day in the presence of tenderers or their authorized representatives.

**TERMS & CONDITIONS**

1. The Tenderers are required to submit two sealed envelopes. One envelope should contain Technical Bid and the other Financial Bid. Both these envelopes must be put in a big single sealed envelope. On the said big single envelope the name of the article must be mentioned clearly for which quotation/quotations has /have been called.
2. The name of type of bid i.e. Technical or Financial as contained in each of these envelopes must be mentioned on each of the envelopes separately.
3. The tender must be accompanied with sample of the items. Without sample of the items, tender shall not be considered. The sample should be submitted at Purchase Cell, Room No. 407, Fourth Floor, Rohini Courts, Delhi.
4. Each sample should be marked and numbered by the firm, clearly visible, failing which sample may not be considered.
5. The Financial Bid/Bids of only those Tenderer/Tenderers shall be considered, who are eligible and qualified in their Technical Bid. In Technical Bid, the quality and fitness of the product would be adjudged and only those bidder would qualify for participation in Financial Bid, whose products are of superior or better quality. Decision of the Committee would be final in this regard. All such samples would be eventually returned to the respective bidders.
6. **IN CASE THE EMD OF BIDDER IS LYING IN THIS DEPARTMENT FOR ANY PREVIOUS SUCCESSFUL OR UNSUCCESSFUL TENDER, THE SAID EMD SHALL NOT BE CONSIDERED WHILE EVALUATING THIS TENDER AND ONLY THE BIDS WITH FRESH EMD SHALL BE CONSIDERED. THE DATE OF EMD SHOULD BE POST PUBLICATION DATE. THE EMD HAVING PRE PUBLICATION DATE SHALL NOT BE CONSIDERED.**
7. Quotations submitted through courier, post (i.e. Speed Post, Regd. Post etc.) or by hand would also be accepted provided samples are also submitted simultaneously. Office will not be liable if any sample is received in broken condition. Therefore, bidder must personally ensure in this regard and should, preferably, submit the bid and sample personally or through his authorized representative. Office will not be liable for any delay caused by postal agency in delivering the quotations and such quotations will not be considered which are received beyond the stipulated date for whatsoever reason.
8. The Tenderers must have a valid PAN number & copy of the same be also enclosed with the Technical Bid.
9. The goods, including for Works Contract, shall be supplied by bidder or its authorized distributor in Delhi and against a sale invoice issued from Delhi. The delivery of goods shall also be made from Delhi. The bidder dealer or its authorized distributor, as the case may be, who supplies the goods should be registered with the Delhi VAT Department and carry a **Valid Tax Identification Number issued by Delhi Govt.** The bidder shall, however, be responsible for compliance with all conditions, warranties/guarantees, irrespective of the fact that the goods are supplied by him directly or through its authorized distributor. **Further, the quoted bid price in the tender shall be inclusive of all taxes and duties.**

10. The tenders/Quotations received after due date or after the stipulated time shall not be considered.
11. **Rates should be quoted in tender inclusive of all applicable taxes & duties and the BID should be valid for a period of 90 days.**
12. The firm must have valid Sales Tax /VAT /TIN NO. AND INCOME TAX / PAN nos. & those firm who are not having the same, need not apply. Also the firm must submit proof of depositing Sales Tax/VAT. Copy of filing of VAT Return for the last Financial Year i.e. 2015-16 be also enclosed along with Technical Bid.
13. **The PAN number should be in the name of Firm/Company/Proprietorship etc falling which tax at Higher Slab @ 20% in terms of Section 206AA shall be deducted.**
14. Random checking of the sample/supply of the articles will be done at the cost of supplier as per rules & the sample so used /damaged in the random checking should be replaced by the supplier.
15. Tenderers will furnish warranty/Guarantee against manufacturing defects at least for a minimum period of one year and must mention the said period in the Technical bid (if any).
16. 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 and completion of inspection process.
17. **The rates should be written in words as well as in figures and should be inclusive of all taxes and duties.** Further, rates should be valid for a period of one year from the date of order.
18. The rates should be quoted for Rohini District Courts (North District), Delhi or as directed by this office.
19. The tenderers are required to attach either photocopy of current Sales Tax Clearance Certificate or copy of filing of VAT return (DVAT) for the last financial year 2015-16.
20. The firm should not have been 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 and contract shall be liable to be cancelled. Certificate regarding non-blacklisting be also submitted alongwith technical bid.
21. In case any day fixed for opening of tender is declared a holiday then the tenders will be opened on the next working day or any other day in the absolute discretion of the Purchase Committee.
22. In case the job work or material supplied is found below the standards 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 shall be final in this regard.
23. The Purchase Committee in its discretion may reject or accept any or all the quotations/tenderer at any time without assigning any reasons.
24. 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.
25. 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.
26. The tenderers should submit separate quotation for each category as mentioned in the subject.
27. In case of disputes the decision of Purchase Committee shall be final and binding upon the tenderer/firm/contractor/supplier and Delhi Courts alone would have the jurisdiction.
28. **Each tender form should be accompanied by FDR/Bank Guarantee as EMD in favor of District & Sessions Judge (North), Rohini District Court, Delhi for an amount as mentioned against the items hereinabove which should be valid for a period of 45 days beyond the final validity of bid. (i.e 90 + 45 =135 days).**
29. The respective EMD/bid security submitted by the successful firm would be returned to them with the condition to submit the performance security in terms of rules as laid down in the General Financial Rule 2005 in the form of Account Payee Demand Draft/ Pay Order / Bank Guarantee / FDR. The said

performance security should remain **valid for a period of sixty days beyond the date of completion of all contractual obligations** of the suppliers including warranty obligations.

30. 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.
31. The department reserves the right to impose any other condition at the time of placing order including splitting of order.

   
13.2.17

**(BIMLA KUMARI)**  
**Chairperson, Purchase Committee**  
**Additional Sessions Judge, Delhi**

## ANNEXURE "A"

S NO.	Name of consumable Item	Quantity required
1	Broom	180
2	Liquid Hand Wash	90
3	Soap	90
4	Duster	180
5	Mosquito Repellent Spray	90
6	Floor Cleaner	90
7	Glass Cleaner	90
8	Air Freshener	90
9	Scrubber	90
10	Pochhey	90
11	Room Freshener	90