

**Administration of
Dadra and Nagar Haveli, U.T.,
(Department of Police)
SILVASSA**

No. DNH/Police/SP/CCTNS Project /10-11/ 1063/10

Dated:- 31/08/2010.

LIMITED TENDER NOTICE

Sealed Tender are hereby invited from the interested Parties, on behalf of President of India by the undersigned for **Procurement of Computer Furniture under CCTNS Project** for Police Department, Dadra and Nagar Haveli, Silvassa from the Manufacturer/Authorized Dealers/Suppliers/on or before **22/09/2010** up to 15.00 hrs. by Post/Courier in the Office of the Undersigned.

The blank Tender Schedule alongwith Terms & Conditions can be had from the Office of the undersigned during the Office hours from the **31/08/2010 to 21/09/2010** on payment of Tender fee of Rs. 1000/- (Rupees One thousand only) in cash (NON REFUNDABLE) on production of application with valid true copy of Sale Tax & Central Sale Tax Registration Certificate. EMD should drawn in form of FDR of any schedule bank **in favour of Chief of Police, Dadra and Nagar Haveli, Silvassa**. The same is also available in the Website Address www.dnh.nic.in. But such Tender should also reached the undersigned in the manner indicated as above alongwith Tender fee. Without EMD, the Tender will be summarily rejected.

The Tender should be super scribed as **“TENDER FOR PURCHASE OF COMPUTER FURNITURE UNDER CCTNS PROJECT”**. Due date **22/ 09/2010**.

The Chief of Police Chairman, Dadra and Nagar Haveli, Silvassa reserves the right to accept / reject any or all Tenders without assigning any reason.

Sd/-
Secretary/Chief of Police
Dadra and Nagar Haveli,
Silvassa.

Copy fd.wcs. to:-

1. The District Information Officer, NIC, Silvassa for Publishing on website.
2. All Head of Office, DNH, Silvassa for wide Publicity.
3. Copy to all reputed Firms/agencies/manufacture for information and necessary action.

**Administration of
Dadra and Nagar Haveli, U.T.,
(Police Department)
Silvassa.**

E.M.D. for purchase of **Computer Furniture under CCTNS Project** **Rs. 11,250/-**
Last date of issue of Tender 21/09/2010
Last date of receipt Tender 22/09/2010

TENDER FORM

This tender form is issued to Shri/M/s. _____
of _____ tender fee Rs. _____ received vide
receipt No. _____ date _____.

Date: - / /2010

**Sd/-
Secretary/Chief of Police
Dadra and Nagar Haveli,
Silvassa.**

Sir,

I/We the undersigned

Hereby offer my/our rates as enclosed. I/We agree with terms & conditions attached with this tender and promise to supply the articles at rates shown against each items as per attached annexure.

**Sign and Name of Supplier
with Rubber Stamp**

Annexure

Sr. No.	Description	Answer
01	Has the agency registered with Sales Tax/ VAT Department and documents proof to this effect attached?	Yes/No
02	Has the agency enclosed Permanent Income Tax No. with the tender?	Yes/No
03	Has the agency deposited Bid E.M.D. of Rs. 11,250/- ?	Yes/No
04	Has the agency quoted rates inclusive of all taxes as per Schedule?	Yes/No
05	Has the agency attached the documentary proof of having exemption from Bid Security Deposit, in case of the agency exempted being register with DGSD/NISC?	Yes/No
06	Has the agency accepted all the terms and condition of the tender documents and has attached an undertaking in this regard?	Yes/No

**Signature of the Proprietor
With Seal**

**Sd/-
Secretary/Chief of Police,
Dadra and Nagar Haveli,
Silvassa**

**Administration of
Dadra and Nagar Haveli
(Police Department)
Silvassa**

**Schedule for Supply of Computer Furniture under CCTNS Project
in the UT of Dadra and Nagar Haveli,**

Sr. No.	Description of Item	Quantity	Rate Per Unit/No.
1	Computer desks/Table	25 Nos.	
2	Computer chairs	25 Nos.	
3	Book Shelves	02 Nos.	

Signature of the Proprietor
With Seal

Sd/-
**Secretary/Chief of Police,
Dadra and Nagar Haveli,
Silvassa**

TECHNICAL SPECIFICATION FOR THE FOLLOWING EQUIPMENT

1. Computer Desks -

Computer table (Size 4'-0" x 2'-6") made of MDF with Veeneer finish, Malamine Polish, Drower with channel, Lock etc. complete.(Model-HM-1204)

2. Computer Chair

Computer Chair with M.S. Powder coated frame, 'U' foam of good density, P.U. cover, hydraulic system, Revolving base etc. complete.(Model-COM-108)

3. Book Shelves

1675 x 830 x 300 mm Double Power coating standard size.

**Signature of the Proprietor
With Seal**

**Sd/-
Secretary/Chief of Police,
Dadra and Nagar Haveli,
Silvassa**

**ADMINISTRATION OF
DADRA AND NAGAR HAVELI (U.T.)
(POLICE DEPARTMENT)
SILVASSA**

TERMS AND CONDITIONS

Terms and Conditions for supply of **Equipment for CCTNS Project** for Police Department Dadra and Nagar Haveli, Silvassa.

Tender Notice No.DNH/POLICE/SP/CCTNS/09-10/1063

Date:-31/08/2010.

1. The rate(s) quoted should be strictly for free delivery at Silvassa and will be valid and operative for supply order issued on or before **31/12/2010**.
2. The rates should be quoted exclusive of all taxes.
3. Only sale tax/VAT tax will be paid on the items on which it is chargeable under the sale tax act or the rules made under CST will be paid 12.5% or State Taxes etc. as applicable by Central/State Govt.
4. Except CST all other Taxes/Duties/Royalties charges payable on the sale/transport etc. within and/or outside the state of the supplier shall be payable by the supplier.
5. No extra charge for packing, forwarding and insurance etc. will be paid on the rates quoted.
6. The rates should be quoted only for the items specified in the list of requirements and should be for the items or given specifications confirm to the standard (s) requirements of the given specification/mark/manufactures.
7. Rates quoted for items other than the required specification/mark/manufacture may not be considered. However indigenous manufactures may quote their own makes provided.
8. Where specifications/mark/manufacture is not specified by this office the rates should be quoted only for the 1st Class and standard quality.
9. The decision of the Tender Inviting Officer for acceptance/rejection of supplied including the decision for equivalent specifications, standard and quality etc. of articles shall be final.
10. The tenderers should send in advance or enclose along with tender and amount of **Rs. 11,250/-** as Earnest Money Deposit by drawing a demand draft on any scheduled Bank at Silvassa in favour of the Chief of Police, Dadra & Nagar Haveli, Silvassa . Tenders received without Earnest Money will be summarily rejected.
11. (a) The successful tenderer will have to pay within 10 days from the date of demand an amount equal to 10% of the total value of the articles that may be order on the amount of security deposit in form of F.D.R.
(b) Non receipt of Security Deposit within stipulated time limit will result in automatic cancellation of the order of supply without any intimation.
(c) However in case if any articles are received for which the Security Deposit may not have been deposited the full Security Deposit as may be due from the supplier will be recovered from the bill (s) for such articles.
12. The amount of Earnest Money paid by the successful tenderer (s) will be adjusted against the amount of Security Deposit to be paid by the successful tenderer (s) as per condition No.11 above.

...2...

13. The amount of Earnest money paid by the tenderer (s) whose tender are not accepted will be refunded to them by Cheque or demand draft(as may be refunded to the Tender Inviting Officer.
14. Only on satisfactory completion of the supplies ordered for and on payment of all bills of the supplier as to be admitted for payment, the amount of Security Deposit/Earnest Money Deposit will be refunded after expiry if guarantee period if any, or any such date/period as may be mutually agreed upon.
15. The Chairman/Chief of Police, DNH, Silvassa. will consider extension of time for remitting the Security Deposit as demand. However in case of denial to consider such extension the supplier is bound to abide by the limit given and liable to make good any loss to the Government on account of his failure to abide by the time limit.
16. The price shall be F.O.R. Silvassa including packing, transit and forwarding to rail or road carrier and statutory levies, if any. There shall be no extra charges for these items
 - (b)Railway receipt or other transport document should not be sent by V.P.P. or through any Bank as this being a Government office it is not possible to clear cash demands of post office/Bank for delivery of B.R. or other transport documents unless we have agreed to it as a special arrangements.
 - (c)Railway receipt or transport documents should be sent to this office by registered post immediately on dispatch of goods from dispatching end.
17. The suppliers of Store equipments etc. of inferior quality/standard or of different specifications other than that ordered/specified on/or incomplete or damaged articles will not be accepted. The supplier will have to replace the same at his own cost and risk on intimation of non-acceptance. However if no communication is received within 15 days from the date of communication The Chief of Police, DNH, Silvassa will not be responsible for any damage, loss etc. of such rejected articles.
18. In case of failure to replace the unaccepted and rejected articles from supplies made as mentioned in the conditions, the loss undergone by the Government will be recovered from the suppliers security deposit/earnest money or payment due of any bill (s) to the extent required.
19. In case of failure to supply the store Machinery and Equipments etc. ordered for as per conditions and within the stipulated time, the same articles will be obtained if required from the tenderer who has offered next higher rates or from any other source, as may be decided by the Tender inviting officer and loss to the Government on account of such purchase (S) shall be recovered from the former supplier Security Deposit/Ernest Money or bills payable. The suppliers shall have no any right to dispute with such procedure.
20. Extension of time limit for supplies may be considered by the Tender Inviting Officer up to 50% of the original stipulated time for supplies and the beyond that by the Dy. Inspector General of Police, Dadra & Nagar Haveli, Daman & Diu, Daman who so ever may competent to accord expenditure sanction or enter into contract with reference to the amount involved in the contract. The extension so granted may be with levy of compensation for delay in execution of supply order up to 5% of the cost of supplies ordered for at the discretion of the authority competent to grant extension of time limit provided such request is made well in time depending upon the circumstances no such decision in the matter will be final.

21. Demurrage charges paid by the Tender Inviting Officer, on account of delayed receipt of dispatch documents/intimation will be recovered from the bills payable to the supplier.
22. (a) The supplier (S) of the Machinery and Equipments shall have to supply spare parts as and when required on an agreed basis i.e. on agreed discount on the published cataloged/list prices for an agreed period
(b) The supplier (S) shall give adequate advance notice before any spare parts goes out of production to enable the Tender Inviting Officer to order for spare parts required one lot for the life time of respective Machinery.
(c) If mutually agreed to the supplier(s) shall make available the blue print drawing etc. of the spares if and when required in connection with main Machinery/Equipments.
23. If at any time after the order for supply of Machinery/store equipments the Tender Inviting Officer shall for any reason whatsoever not require the whole or part of the quantity thereof as specified in the order the Tender Inviting Officer shall give notice in writing of the fact of the supplier(s) who shall have no claim to any payment of compensation whatsoever on account of any profit or advantage which the supplier(s) might have been derive from supply of articles in full but which did not derive in consequence of the full quantity of articles not have been purchased any alteration have been made in the original instructions which shall involve any curtailment of the supply original contemplated.
24. The Earnest Money(s)/Security Deposit(s) paid by the tender earlier against any tender(s) for supply order(s) is/are not adjustable with Earnest Money or Security deposit required by these conditions.
25. All bills of supply shall in duplicate and should invariably be mentioned the number and date of supply order.
26. All bills should be pre-receipted on a revenue stamp of proper value. Bills which are not pre-receipted on revenue stamp will not be accepted for payment.
27. Each bill in which Sales Tax is charged must contain the following certificates on the body of the bill **“CERTIFIED”** that the good on which Sales tax/VAT/Service tax has been charged have not been exempted under the C.S.T./VAT Act or the rules made there under and the amount charged on account
28. of the S.T. on these goods is not more then what is payable under the provisions of relevant Act or the rules made there under.
29. The tenders will be opened in presence of Tenderers or their representative if any present in the office of the Tender Inviting Officer.
- 30. The right to accept or reject without assigning any reasons or all tenders in part or whole is reserved with the Tender Inviting Officer and his decision(s) on all matters relating to acceptance or rejection of the tenders as a whole or in part will be final and binding to all.**
31. The tender offers received which do not confirm with the terms and conditions of this office will be summarily rejected. However if any firm desires to consider exemption from payment of earnest money deposit certified copies of it's registration with D.G.S. & D for specific items should be attached with their tenders.
32. If the tenderer whose tender/quotation is accepted, fails to execute the supply order within stipulated time the, E.M.D. of such tenderer will stand forfeited to the Govt.

33. In case of supplier does not execute the supply order placed with him, the EMD of the supplier will be forfeited to the Govt. and the contract for the supply shall stand terminated with no further liabilities on either party to the contract.
34. No separate agreement will be required to be signed by the successful tenderer(s) for the purpose of the contract for supply. Rates tenderer/offered in response to the concerned tender/quotation notice shall be considered as acceptance of all above terms and conditions for supply for all legal purpose.
35. If the supply of equipments are not satisfactory or as per specification given in the tender, the same will be rejected by the Tender Inviting Officer and same will have to be replaced by the supplier at his own cost & risk.
36. The supply of equipments should be completed within 01 month from the date of work order/supply order.
37. The tendering firm must be registered with the Sales Tax/VAT Deptt. and a copy of their registration under the Sales Tax/VAT bearing the TIN Number be provided, besides the Latest Sales Tax/VAT Clearance Certificate..
38. The tendering firm will deposit the papers regarding experience supplying items during the last three years for the above item/ work, if any.
39. No advance payment will be made and no request for increase in the rates will be entertained during the period of supply.
40. All the firms participating in the Tender must submit a list of their owners/partners, etc. along with their contact telephone Nos. and a Certificate to the effect that the firm is not blacklisted by any Govt. Department nor any Criminal Case is registered against the firm or its owner or partners anywhere in India.
41. **Bidders should not be permitted to alter or modify their bids after expiry of the deadline for receipt of bids.**
42. The Purchase Committee reserves the rights to reject any tenders or negotiate as per rules.
43. The Purchase Committee also reserves the right to relax any terms and condition in the public interest.
44. All disputes are subject to the jurisdiction of courts in the Territory of Dadra and Nagar Haveli, Silvassa.

45. Interested tenderers shall also to quote their permanent Income Tax Number in the name of the tendering firm.
46. The tenderer shall indicate their rates in clear visible figures and works and shall not alter/overwrite/make cutting in the rates. If alteration/overwriting/cutting in rates are noticed, such tenders shall not be taken into consideration. The rates quoted should be inclusive of all taxes Noting shall be payable over and above the quoted rates and no future liability shall be on purchaser side.
47. All procedure for the purchase of stores shall be in consonance of the provisions laid down in GFRs and DEPRs.
48. In case of decrease of market price, the Department reserve a right to make the purchase from the market at low rates to affect to affect the economy.

NOTE-

- A) FOLLOWING DOCUMENTS SHOULD BE SUBMITTED WITH THE ENVELOPE OF TENDER DOCUMENTS: -
 9. EARNEST MONEY OF **Rs. 11,250/-** IN FAVOUR OF DIG/DD&DNH
 10. SALES TAX /VAT REGISTRATION CERTIFICATE ALONGWITH TIN NUMBER
 11. LATEST SALES TAX/VAT CLEARANCE CERTIFICATE
 12. DOCUMENTS RELATING TO PAST PERFORMANCE FOR THE LAST THREE YEARS, IF ANY.
 13. A LIST OF OWNER/PARTNERS OF THE FIRM AND THEIR CONTACT TELEPHONE NOS. ALONGWITH A CERTIFICATE TO THE EFFECT THAT THE FIRM IS NOT BLACKLISTED BY ANY GOVT. DEPARTMENT NOR ANY CRIMINAL CASE IS REGISTERED
 14. ANY OTHER RELEVANT IMPORTANT INFORMATION IF ANY
 15. COPY OF TERMS AND CONDITIONS DULY SIGNED WITH SEAL OF THE FIRM, IN TOKEN OF ACCEPTANCE OF TERMS AND CONDITIONS.
 16. TENDERER HAVE TO BE SUBMITTED BOUCHER / LITERATURE / ETC. WITH TENDER DOCUMENTS

...6/-...

AGREEMENT

Certify that I/We hereby agree to abide with Terms & Conditions as specified in Tender. Forms accepted.

**Sd/-
Secretary/Chief of Police
Dadra and Nagar Haveli,
Silvassa**

**Signature of the Supplier's
With Seal.**

Date: - /08/2010.

Note: - Please return one copy of these conditions duly signed along with your tender/ quotation.