E-TENDER NOTICE

E-Tender Notice for e-procurement of Winter Uniform articles for MTS and other eligible Group 'C' employees of Department of Industrial Policy and Promotion, Udyog Bhawan, New Delhi.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>SCHEDULE OF TENDER</th>
<th>DATE AND Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Date of Issue of Tender Document</td>
<td>10.02.2017</td>
</tr>
<tr>
<td>2.</td>
<td>Last Date &amp; Time for submission of Tender Document</td>
<td>Upto 3.00 P.M. on 02.03.2017</td>
</tr>
<tr>
<td>3.</td>
<td>Date and time for opening of Tender Document</td>
<td>3.30 P.M on 03.03.2017</td>
</tr>
</tbody>
</table>

(Anoop Kumar)
Under Secretary to the Government of India
Tel. No.011-23061256
E-TENDER NOTICE

E-Tender Notice for e-procurement of Winter Uniform articles for MTS and other eligible Group ‘C’ employees of Department of Industrial Policy and Promotion, Udyog Bhawan, New Delhi.

Online e-Tenders are invited by the Department of Industrial Policy & Promotion from reputed, experienced and financially sound supplier for supply of Winter Uniform items in this Department. The Uniform articles to be supplied should be from well known brands only. The scope of work and the other terms & conditions are given at Annexure-I. The details of the item/items required are as under:

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Name of item(s)</th>
<th>Required Quantity</th>
<th>Estimated value of Tender</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Woolen Jersey (Male)- full sleeve(Navy Blue) [Reputed brands i.e. Raymond, Monte Carlo, Park Avenue etc.]</td>
<td>82 pieces</td>
<td>Rs. 2,01,720/- (inclusive of all taxes)</td>
</tr>
<tr>
<td>2</td>
<td>Woolen Jersey (Female)- full sleeve(Navy Blue) [Reputed brands i.e. Raymond, Monte Carlo, Park Avenue etc.]</td>
<td>10 pieces</td>
<td>Rs. 17,950/- (inclusive of all taxes)</td>
</tr>
</tbody>
</table>

2. The tender documents can be downloaded from the websites of http://eprocure.gov.in/eprocure/app in the prescribed proforma. Tenders are to be submitted only online through e-Procurement Portal http://eprocure.gov.in/eprocure/app. All the documents in support of eligibility criteria etc. are also to be scanned and uploaded along with the Tender Documents. Tender sent by any other mode will not be accepted. No tender documents will be accepted after the expiry of stipulated date and time for the purpose under any circumstances what so ever.

3. The bids are required to be submitted in two parts viz. Technical Bid/Financial Bid (Annexure II & III) separately. The bids of the technically qualified firms will be considered for opening their financial bids with samples by the Purchasing Committee in the Department.
4. Earnest Money Deposit (EMD) of Rs. 10000/- (Rupees Ten thousand only) in the form of Account Payee Demand Draft/Banker's Cheque in favour of DDO(Cash), Department of Industrial Policy & Promotion, New Delhi, which should be valid for a period of 60 days beyond the last date of submission of the tender. The Demand Draft/Banker's Cheque has to be submitted to the Under Secretary(Estt.D), Department of Industrial Policy & Promotion, Room No. 468-2B Udyog Bhawan, New Delhi 110001 between 10.02.2017 and 02.03.2017. **Bid shall not be considered in case of EMD is not submitted by 3.00PM on 02.03.2017 in physical form.** The EMD will be returned to all the unsuccessful tenderers immediately but in any case within 30 days after the award of the contract. EMD will be forfeited in case of successful tenderer fails to abide by the terms and conditions or refuses to undertake the contract.

5. The firms will be evaluated based on meeting the tender criteria viz. submission of EMD/experience/accepting en-block the terms and conditions etc. **Contract shall be awarded to the bidders on the quality and competitive price of the articles as finalized by selection committee.** The bidders are not allowed to alter or modify their bids after expiry of the deadline for receipt of bids. The past performance with the Department will be an important criterion in evaluating the contract.

6. If any of the bidders wants to understand the scope of work they may contact the Section Officer (Estt.D), Department of Industrial Policy & Promotion, Room No. 440-B (Tele No. 2306122-23, Extn-3411).

7. Only technical bids shall be opened on 03.03.2017 at 3.30 P.M. in the presence of bidders or their representative who may like to be present. The technically qualified firms and whose samples are passed by the Purchasing Committee will be informed about opening of financial bids later for their presence.

8. **The samples in sealed cover should be deposited in Room No. 440-B, Udyog Bhawan, New Delhi as per requirement of the tender notice of the Department of Industrial Policy & Promotion by 02.03.2017 till 3.00 P.M.**

   (Anoop Kumar)
   
   Under Secretary to the Govt. of India
   Tel. No.011- 23061256

Copy to:
1. NIC- for placing this tender on the website of DIPP for wide publicity.
2. Central Procurement Portal.
1. **Eligibility Criteria**

   i) The bidders must have 3 years experience for supply of uniform items in Govt. offices/PSU and other similar organizations. Necessary supporting documents to this effect must be enclosed with the quotation. Copies of the work order for the last three years should be scanned and uploaded. The firms are required to furnish their complete address and telephone numbers along with PAN/TAN, Service Tax No, Sales Tax registration certificate etc.

   ii) The firm should have complied with similar contracts for uniform stitched or unstitched each of value Rs. 1 lakh or higher in the last two financial years or during the current financial year till the opening of the tender. Copies of the same shall be attached with the bid in the absence of which the bid may be treated as unsuitable;

   iii) A firm blacklisted by any Govt. /State Government office will not be eligible to participate in this tender. In case any such firm obtain contract by hiding the facts and it comes to the notice of Department later contract will be cancelled immediately and security forfeited;

2. **Amendment to Bid Documents**

   I) At any time, prior to the date of submission of bids, the Purchaser may for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bid documents by amendments.

   II) The amendments/Corrigendum will be notified on DIPP’s website and these amendments will be binding on them. Bidders are advised to visit DIPP Website regularly for updation of this tender.

3. In order to give required time to prospective bidders, to enable them incorporate the amendments in their bid, the purchaser may at its discretion extend the deadline for submission of suitable bid.

4. The rates must be written neatly. Erasing and over writing in the rates quoted will make the tender void. Any alteration in the rates should be signed in ink otherwise the tender will not be considered. Price indicated in the schedule shall be on destination basis and it should include all transit/freight/cartage etc. In the case of defective goods, the suppliers should take the responsibility to arrange to set right the defective goods or replace the same by the good one to make it compliant of the requirement of contract.

5. Purchaser’s right to accept/reject any or all Bids: The purchaser does not bind himself to accept lowest or any other tender/bid and has the right to cancel the bidding process and reject all bids at any time prior to award of the contract without assigning any reasons whatsoever and without thereby incurring any liability to the affected bidder on the ground for the purchaser’s action.
6. **Notifications of Successful Bidder:** The purchaser will notify the successful bidder in writing by registered letter or fax or e-mail that its bid has been accepted. The successful bidder will furnish the Performance Guarantee within 10 days of the notification. Upon successful bidder furnishing the Performance guarantee the Purchaser will notify each unsuccessful bidder and will discharge its bid bond.

7. **Cancellation of letter of Intent:** Failure of the successful bidder to comply with the requirement of submission of Performance Guarantee in time shall constitute sufficient ground for cancellation of the acceptance of bid and forfeiture of the bid bond, in that case, Purchaser may make the offer to any other bidder at the discretion of the Purchaser or call for new bids.

8. **Post Bid Clarification:** No post bid clarification at the initiative of the bidders shall be entertained. Any effort by the bidders to influence the purchaser in the bid evaluation, bid comparison or award of the contract shall result in rejection of the bid.

9. **Delivery:** Delivery of the goods shall be made by the supplier in accordance with terms specified by Purchaser in the contract and goods shall remain at the risk of the supplier until delivery has been completed in full.

10. The General Terms and conditions of work will be awarded as here under:

   i) Sample of woolen Jersey/Cardigan should be in single piece wise. Each sample should be suitably labeled in ink or with a tag indicating the item and name of firm.

   ii) The quantity of the required items of 'Winter Uniform' shown in the tender is approximate only depending on the previous year's consumption and actual requirement of supplies may vary.

   iii) The sample will be selected by Purchasing Committee of this Department based on quality of cloth article and the competitive prices quoted by the firm. The decision of the Committee will be final and binding on all bidders.

   iv) The supplies have to be made within 15 days of award of the contract.

   v) **Earnest Money:** Earnest Money Deposit (EMD) of Rs 10000/- (Rupees Ten thousand only) through Account Payee Demand Draft/ Banker's Cheque from any of the commercial banks in favour of DDO(Cash), Department of Industrial Policy and Promotion, New Delhi, which should be valid for a period of 60 days beyond the last date of submission of the tender should be submitted in physical form before the stipulated date and time of submission of tender. The EMD will be returned to all the unsuccessful bidders at the earliest but in any case within 30 days after the award of the contract without any interest. EMD will be forfeited in case successful bidder fails to abide by the terms and conditions or refuse to undertake the contract. A bid received without Earnest Money shall be summarily rejected.
vi) The bid document must be filled in neatly and clearly. Incomplete or conditional tenders will summarily rejected.

vii) Bidder will not be allowed to withdraw his offer after closing date of tender. EMD shall be forfeited at the risk of bidder, if the bidder fails to honour the contract.

viii) Any request for increase in rates quoted/accepted by DIPP will not be entertained for any reason and the items required to be provided by the supplier should strictly be in accordance with the sample approved by the Department.

ix) Canvassing in any form is strictly prohibited and tender of the tenderer who resort to such activities will be summarily rejected.

x) The EMD shall be forfeited in case the firm does not fulfill/ produce the documents/ promises made before this Department or any committee constituted by this Department for this purpose.

xi) **Performance Security:** Performance Security @ 7.5% of the total value of job order will be the "Security Deposit" in the case of successful bidder, which may be furnished in the form of an Account Payee Demand Draft, Bankers Cheque, Fixed Deposit Receipt from a Commercial bank within 10 days of award of contract. The Performance Security should be valid for a period of two months beyond the date of completion of all contractual obligations of the contractor. Earnest Money will be refunded to the successful bidder on receipt of Performance Security.

xii) Performance Security is compulsory and will have to be submitted by each successful bidder.

xiii) The Department reserves the right to reject any or all the bids in full or part or not to award the contract to the lowest bidder without assigning any reason therefor and giving any compensation. The decision of the Department in this regard shall be final and binding on all.

xiv) If the item/items supplied by the firm is /are found defective within the period of 'Performance Security' the same should be replaced by the firm unconditionally failing which Performance Security will forfeited.

xv) The job order to successful bidder for Jersey/Cardigan will be made on the basis of requirement of the employees. However, if any change occurs in size nos the items supplied have to be replaced according to the needs of the employees of the Department and to complete satisfaction of the purchaser.

xvi) The items ordered shall be supplied as per specification/sample selected to the Establishment-D Section, Room No. 440-B, Udyog Bhawan, New Delhi.
xvii) TDS and other applicable taxes as per prevailing rates, will be deducted before making the payment.

xviii) This tender is non-transferable.

xix) In the event of any dispute relating to items of work, the matter shall be referred to the Accepting Officer. Appeal against the decision of the Accepting Officer in this regard shall lie with the Joint Secretary (Admn.), Department of Industrial Policy & Promotion and the decision given by him shall be final and binding.

xx) Payment against bill/invoice shall be released only after supply/inspection and observance of satisfactory performance of the Summer Uniforms. Payment will be made direct to the supplier through A/C payee cheque / ECS mode only. **No advance payments will be made in any case.**

xxi) The Department reserves the right to impose any other conditions for regulating the contract in public interest.

xxii) In case the successful bidder is found in breach of any condition(s)/tender at any stage, legal action as per rules/laws shall be initiated against the agency concerned. In that case Earnest Money Deposit/ Performance security shall be forfeited after giving proper opportunity through show cause notice.

xxiii) All disputes are subject to the jurisdiction of courts in the National Capital Territory of Delhi and Agreement will be governed by and be construed in accordance with the laws of India.

xxiv) Interested firms/parties will have to submit unconditional acceptance to the above terms and conditions at the time of submission of tender.

xxv) The Tender of tenderer who does not fulfill any of the above conditions and incomplete tenders are liable to be summarily rejected at the risk and cost of the tenderer only and any further correspondence in this regard will not be entertained.

Encl: As above

(Anoop Kumar)
Under Secretary to the Government of India
Tel. No.011-23061256

Copy to NIC:- With a request to upload the Tender enquiry along with its terms and conditions on the website of this Department and the same may kindly be removed on 03.03.2017 at 3.00 P.M. Copy of tender enquiry is enclosed.
To

The Under Secretary (Estt.D)
Department of Industrial Policy & Promotion,
Ministry of Commerce & Industry, Room No. 468-B2,
Udyog Bhawan, New Delhi – 110001

Subject:- Inviting quotation for supply of Winter Uniform items to the Department of Industrial Policy and Promotion.

Sir,

I/we intend to submit the quotation on the subject mentioned above and hereby consent to agree/accept all the terms and conditions stipulated in Department of Industrial Policy & Promotion's letter No. D-22012/2/2016-Estt.D dated February, 2017.

1. EMD Details (Amount, Name of Bank Branch, DD date and No.)

2. Experience Details of 3 years works including the work value of Rs. 1 Lakh or higher in last two financial years or during current financial year

   Name of the organization
   Year and Value of work done (in Rupees)

3. Details of works premises including infrastructure available

4. The details of registration(s) viz. No., date, validity etc. with Government authorities towards incorporation of the firm, running of stated business viz. service tax.

5. The details of the PAN/VAT and other statutory registration.

2. Details of Samples Submitted in sealed cover (Sealed cover is to be submitted in Room No. 440-B, Udyog Bhawan, New Delhi by the bidder in person.)

3. I/we undertake that documents and genuine/authentic and nothing material has been concealed and that I/we are not debarred by any Government organization and competent to contract. I/we understand that the contract is liable to be cancelled, if found to be having obtained, through fraudulent means/concealment of information.

(Signature of Authorised Signatory)

Name of the bidder:
Complete Address:
Address (Works), if any,
Contact Nos.
<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of Item</th>
<th>Name of brand/ Specification</th>
<th>Rate per piece (Inclusive of all taxes &amp; levis)</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Woolen Jersey(Male)- full sleeve(Navy Blue)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Woolen Cardigan(Female)- full sleeve(Navy Blue)</td>
<td></td>
<td></td>
<td></td>
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(Signature of Authorised Signatory)

Name of the bidder:  
Complete Address:  
Address (Works), if any,  
Contact Nos.