

Administration of Daman and Diu (UT).
Office of the Assistant Director of Education,
District Panchayat, Moti Daman.

Tender Notice No.ADE/DP/Fur/2011-12/

Dated /11/2011

TERMS AND CONDITIONS FOR SUPPLY OF STOREWELL CUPBOARD & CLASSROOM
TEAKWOOD TABLE FOR PRIMARY/MIDDLE SCHOOLS ADE(DP) UNDER DAMAN
DISTRICT FOR THE YEAR 2011-2012

1. The rate(s) quoted should be strictly for free delivery at all Primary/Middle Schools & ADE(DP) Office of Daman District.
2. The rates should be quoted inclusive of all taxes.
3. The tenderers/suppliers should have Sales Tax/VAT Registration number along with TIN of concern agencies.
4. Except C.S.T. all other Taxes/Duties/Royalties Charges payable on the sales/transport etc. within and/or outside the state of 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 requirement and should be for the items of given special mark/manufacture.
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 the specifications confirm to the standard(s)/requirements of the given specifications/mark/manufacture.
8. Where specifications/mark/manufacture is not specified by this office, the rates should be quoted only for the first class and standard quality.
9. The Tenderer should specify the name of the manufacturer for the items quoted by him along with catalogue of the item.
10. The decision of the Tender Inviting Officer/Purchase Committee for acceptance/rejection of any articles supplied including the decision for equivalent specifications, standard and quality etc. of articles shall be final.
11. The Tenderer should send in advance or enclose along with tender an amount of (1)Rs.7,500/- (Rupees Seven thousand Five hundred only) for Supply of Godrej Slimline plain Storewell Cupboard with 4 shelf (Size 77"x36"x19" (H.W.D.)(Annexure-A) (2) Rs. 4,800/- (Rupees Four thousand eight hundred only) for supply of Classroom Teakwood Table (Valsadi Teakwood) Size 4' x 2' (One drawer) (Annexure-B) as mentioned in the Tender Notice as Earnest Money Deposit in form of Demand Draft /F.D.R. of any Nationalized /Scheduled Bank at payable at Daman in favor of the officer inviting tenders i.e. **Assistant Director of Education, District Panchayat, Moti Daman.** The E.M.D. submitted other than form mentioned above will not be accepted. Tender received without Earnest Money Deposit will be summarily rejected.
12. The rates should be neatly typed only on format prescribed (Annexure-A & Annexure-B) by this office attached with tender forms duly signed by the tenderer with name of agency and official seal. No overwriting, correction or erasures will be considered.
13. 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 will be refunded after expiry of guarantee/warranty period, if any, or any such date/period as may be mutually agreed upon.
14. Article of inferior quality of specification other than in the order specified and/or incomplete or broken articles will not be accepted. The supplier will have to replace the same at his own

- cost and risk. Intimation of non-acceptance of any materials/goods will be sent to the supplier within seven (5) days from the date of receipt of the stores and they will have to be taken back by the suppliers at his own cost and risk.
15. In case of failure to replace the accepted 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.
 16. In case of failure to supply the goods ordered for, as per conditions and within the stipulated time, the same articles will be obtained from the Tenderer who offered next higher rates or from any other sources, as may be decided by the tender inviting Officer/Purchase Committee and the loss to the Government on account of such purchases(s) shall be recovered from the former suppliers Security Deposit/Earnest Money or bills payable. The suppliers shall have no any right to dispute with such procedure.
 17. Extensions of time limit for supplies shall be considered by the Tender Inviting Officer. 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 and such decision in the matter will be final.
 18. All bills for amount above ₹ 5,000/- should be pre-receipted on a Revenue Stamp of Re.1. Bills for amount exceeding ₹5,000/- not pre-receipted on Revenue Stamp of proper value will not be accepted for payment.
 19. Each bill in which Sales Tax is charged must contain the following certificate on the body of the bill.
 20. "CERTIFIED that the goods on which Sales Tax has been charged have not been exempted under the Central Sale Tax Act or the Rules made there under and the amount charged on account of Sales Tax on these goods is not more than what is payable under the provisions of relevant Act or Rules made there under".
 21. The Purchase Committee will open the Tenders in presence of tenderers or their representatives, if any present in the Office of the Tender Inviting Officer.
 22. The decision and the right to accept or reject without assigning any reasons any or all tenders in part or whole is reserved with the Tender Inviting Officer/Purchase Committee 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.
 23. The tenders/offers received do not confirm with the terms and conditions of this office will be summarily rejected. If any firm desires to consider exemption from payment of Earnest Money Deposit, certified copies of its Registration with D. G. S. & D. any other competent authority should be attached to their tenders.
 24. If the tenderers whose tender is accepted, fails to execute the supply order within stipulated time, the Earnest Money Deposit of such tenders will stand forfeited to the Government.
 25. In case, the supplier does not execute the supply order placed with him, the EMD of the supplier will be forfeited to the Government and the contract for the supply shall terminated with no further liabilities on either party to the contract.

26. No separate agreement will be required to be signed by the successful tender(s) for the purpose of this contract for supply. Rates tendered/offered in response to the concerned Tender Notice shall be considered as acceptance of all above terms and conditions for supply for all legal purpose.
27. The tender will be accepted during working hours up 1.00 hours on 11-11-2011 and opened on same day at 16.00 hours if possible in the office of the Asstt. Director of Education, District Panchayat, Moti Daman in the presence of the Purchase Committee and Tenderer(s) or their representative(s) if present.
28. Supplier may ensure the goods at his own cost to safeguard the delivery of such goods dispatched by him to the consignee; the department will not be responsible for the damage or pilferage of goods during transit.
29. The tenderer must have to submit the tender in one sealed cover mentioning “TENDER FOR SUPPLY OF GODREJ STOREWELL CUPBOARD & SUPPLY OF CLASSROOM TEAKWOOD TABLE ” on cover.
30. **For Item no. 2, Samples must be prepared and brought to this office at the time opening of tenders. Tender without samples during the time of opening of the tenders will be summarily rejected. Inspection will be carried out after verification of material quality by the Technical Committee.**

Signature & Designation of Tender
Inviting Officer


(C.B. Patel)
Asstt. Director of Education,
District Panchayat, Moti Daman

NOTE: Please furnish one copy of these terms & conditions dully sign with seal of firm along with the tender and no separate agreement is required to be signed by the successful tenderer(s) for the purpose of this contract for supply.

The above terms and conditions are accepted and are binding to me/us.

Place: Moti Daman
Dated:

Signature of tenderer
Name of tenderer with seal of the firm