

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

No. DNH/Police/ GNL/Cleaning Material/1099

Dated: 06/9/2019

LIMITED TENDER NOTICE

Sealed Limited Tenders are hereby invited by the undersigned on behalf of the President of India from the Authorized Dealers/suppliers for **Purchase of Cleaning Material** for the Police Department, Dadra and Nagar Haveli, Silvassa so as to reach the office of the undersigned on or before **27/09/2019 up to 15.00 hrs.**

Sr. No.	Particulars	Estimated Cost	E.M.D.	Tender fee (non-refundable)	Time period
1	Purchase of Cleaning Material (as per schedule)	Rs. 2.56 lakhs	Rs. 6,400/-	Rs. 500/-	30 days from the issue of work order

Tender document along with schedule of rates and terms & conditions can be obtained from the office of the Dy. Superintendent of Police, DNH, Silvassa from **11/09/2019 to 25/09/2019** during the office hours on payment of tender fee (non-refundable). Tender document can also be downloaded from the website www.dnh.nic.in and can be used for submission.

Bid submission should be done along with tender fee and E.M.D. in original by R.P.A.D./Speed Post or to be deposited in the office of the undersigned. However, Tender Inviting Authority shall not be responsible for any postal delay. Any tender received without mandatory documents, tender fee and E.M.D. shall be summarily rejected.

The tender inviting authority reserves the right to accept or reject any or all the tender in part or whole without assigning any reasons thereof.

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Dy. Superintendent of Police (HQ)
For Dy. Inspector General of Police
Dadra and Nagar Haveli
Silvassa

1. The Director (IT), Department of Information Technology, Room No.207,208, Second Floor Secretariat, Amli, Silvassa for kindly uploading the matter on official website..
2. All Heads of office, DNH, Silvassa for wide Publicity.
3. Copy to all reputed Firms/agencies/manufacture for information and necessary action

Administration of
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E.M.D.	₹. 6,400/-
Last date of issue of Tender	25/09/2019
Last date of receipt Tender	27/09/2019

TENDER FORM

This tender form is issued to Shri/ M/s. _____
of _____
against tender fee of Rs. _____ received vide receipt/DD/FDR No. _____
dated _____

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Dy. Superintendent of Police (HQ)
For Dy. Inspector General of Police
Dadra and Nagar Haveli
Silvassa

To,

Dy. Superintendent of Police (HQ)
Police Department, Dadra and Nagar Haveli
Silvassa

Sir,

I/We the undersigned _____
hereby offer my/our rates in enclosed Schedule of rates. I/We agree with terms &
conditions attached with this tender and promise to supply the articles as per
specifications at rates shown in enclosed schedule within stipulated period.

(Signature and Name of Tenderer
with date and rubber stamp)

Administration of Dadra and Nagar Haveli U.T.
(Department of Police)
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SCHEDULE OF RATE

Sr. No.	Name of Item with specifications	Quantity	Rate per Nos. (all inclusive taxes)	Total Value (in)
1	Harpic 500 ML.	300 Nos		
2	Phenoel Sunny 500 ML.	300 Nos		
3	Acid 1 Ltr. Packing glass	25 Nos		
4	PhenoelLizol 500 grms. a) Lavender b) Sander	50 Nos 50 Nos		
5	Dori Duster 1:5 feet long with wooden stick 4 feet long – EZYBE	200 Nos		
6	Broom Zandu (Karshata)Balaji Brand	300 Nos		
7	Broom PichhiZadu 3 feet long (R.K. Jangu Brooms)	300 Nos		
8	Rubber wiper with wooden stick 3 feet long and 1-5 feet at bottomEZYBE	50 Nos		
9	Duspan Medium - VECTVS	75 Nos		
10	Rubber Buch - EZYBE	20 Nos		
11	Toilet Brush good quality	75 Nos		
12	Dettol Liquid Original Pouche 750 ML	36 Nos		
13	Plastic Bucket (Big) 25 Ltr. NAYASA	40 Nos		
14	Plastic Bucket - Small 10 Ltr. FABEL	40 Nos		
15	Plastic Mug Big 1 Ltr. FABEL	80 Nos		
16	Room freshener (Best Quality) for Officer chamber : Godrej Brand	24 Nos		
17	Dust Bin (Medium Size) FABEL	30 Nos		
18	Odopic Powder 1 Kg.	40 KG		
19	Wheel Powder 1 Kg.	40 KG		
20	Odonil a) Air Wick Lemon Garden 50 gram. b) Air Wick Ever Fresh Gel 50 gram.	50 Nos 50 Nos		
21	Odonil 1 PK (4 Pic)	24 Pk		
22	Nepthalin Ball (Damargoli)	30 KG		
23	Hand glows (Big) Scotch Brite)	36 Pair		
24	Rumal Duster (2 x 2)	50 Nos		
25	Good Night Liquid 50 ML with Machine	24 Nos		
26	Dry mop 18”	10 Nos		
27	Jala Broom with stick	30 Nos		

(Signature and Name of Tenderer
with date and rubber stamp)

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Dy. Superintendent of Police (HQ)
For Dy. Inspector General of Police
Dadra and Nagar Haveli
Silvassa

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

Tender Notice No.DNH/Police/GNL/

Date: /09/2019

TERMS AND CONDITIONS

1. **Following mandatory documents (attested copies) must be submitted along with the bid:**
 - a. Tender document duly signed and stamped on all pages including Terms & conditions acceptance
 - b. Tender fee and E.M.D in original
 - c. Valid SC/CST/VAT Registration certificate
 - d. Income Tax Return of last three years
 - e. Copy of valid ISO certificate/other quality certificates (if any)
 - f. Copy of PAN
2. All documents/certificates/papers should be put with technical bid along with separate sealed price bid, both kept in one large sealed cover superscribed “**LIMITED TENDER FOR PURCHASE OF CLEANING MATERIAL**”. The tender bid will be opened in presence of Tender opening Committee and Tenderer or their authorized representatives.
3. **The bidder should submit one good quality sample of each item** as per specification to the office of undersigned. Pictures or prints of sample items should also be submitted if items are large and heavy, etc.
4. The rates should be quoted only for the items specified in the schedule of rate. It should be for the items of given specifications and confirm to the standard(s) as per the given specification/mark/manufacture. Where specifications/mark/manufacture is not specified by this office the rates should be quoted for 1st class quality. Rates quoted for items other than the required specification/mark/manufacture may not be considered. However indigenous manufacture(s) may quote their own make with specifications.
5. The rates should be quoted in Indian Rupees inclusive of all taxes/levies/surcharges/F.O.R etc. The rate(s) quoted shall imply free delivery and installation/commissioning of equipment or product at the offices of Police Department inclusive of packing, transport, insurance, installation and other charges.
6. The rate should be valid and operative for one year from the date of issue of work order.
7. The Earnest Money Deposit for an amount of **Rs. 6,400/- (Rupees six thousand four hundred only)** in form of DD/Fixed Deposit Receipt from any nationalized/scheduled bank drawn in favour of “Dy. Superintendent of Police (HQ), DNH, Silvassa” should be enclosed with the Technical bid. Tender without EMD will not be considered and will be summarily rejected. The validity of the FDR should be for a minimum of six months.
8. The successful bidder shall have to pay Security Deposit of an amount equal to 10% of the total value of the items within Ten (10) days from the date of demand, failing which the supply order placed to the agency for supply of item will stand automatically cancelled without any intimation. The Security Deposit can be accepted from any nationalized bank payable at Silvassa. The validity of the FDR should be for a minimum of six months. The amount of Earnest Money paid by the successful tenderer will be adjusted against the amount of Security Deposit to be paid by the successful tenderer.
9. The E.M.D./Security Deposit paid by the tenderer(s) earlier against any other tender(s) or supply is not adjustable with E.M.D./Security Deposit required for this tender/work.

10. In case successful bidder fails to supply & install/commission/execute the work order as per specification shown in schedule and terms & conditions within stipulated time or if the material supplied is not found to be as per the specification, the entire supply order is liable for cancellation. E.M.D./Security Deposit paid will be forfeited to Government and said agency shall be blacklisted. Further, the same may be procured from the bidder who offered next lowest or from any other sources as may be decided by the Tender Inviting Authority. Any loss to Government on account of such purchase(s) shall be recovered from the original supplier's through E.M.D/Security Deposit or bills payable. The supplier shall have no right to dispute with such procedure.
11. If any material is found defective, it should be replaced by the supplier at his own risk & cost. If the successful tenderer fails to replace the goods declared to be not of standard quality or not conforming to acceptable standards or found to be decayed/spoilt, any loss to Government on account of such purchase(s) shall be recovered from the original supplier's through E.M.D/Security Deposit.
12. If at any time, after the order placed to the agency for supply & installation/commission of equipment for any reason whatsoever not required in whole or part of the quantity thereof as specified in the order, the Tender Inviting Authority shall give notice in writing to supplier for such curtailment and in such case, the supplier shall have no claim for compensation by reason of any alteration which shall involve any curtailment or the supply originally contemplated.
13. The quantity of the specific item as mentioned in schedule of rate may vary slightly in work order (as per the actual requirement) and payment shall be at actuals.
14. The E.M.D/Security Deposit paid will be refunded only on satisfactory completion of the work order/s. The amount of Earnest Money paid by the tenderer(s) whose tender is not accepted will be returned/refunded to them without any interest.
15. No advance payment or part payment will be made. Payment will be made only after full supply as per order given.
16. No form 'D' will be issued.
17. The tender is liable for disqualification/rejection due to any of the reasons mentioned below (not exhaustive):
 - a. Non-Submission of tender within stipulated time
 - b. Non-payment of Tender Fees and Earnest Money Deposit (E.M.D)
 - c. Non-Submission of mandatory documents
 - d. Tender is unsigned or not initialed on each page
 - e. Unsatisfactory past performance of the tenderer
 - f. Items with major changes/deviations in specifications/standard/grade/quality
 - g. Submission of misleading/invalid/false statement or information
 - h. Other reasons
18. For any queries/clarifications regarding sample items, tender, etc bidder may contact office of undersigned during working hours.

19. Right to accept or reject without assigning any reason, thereof, any or all tenders in part or whole is reserved with the Tender Inviting Authority 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.
20. If any dispute arises, the case shall be decided within the jurisdiction of Silvassa, Dadra & Nagar Haveli.

THE ABOVE TERMS & CONDITIONS ARE ACCEPTABLE AND BINDING ON ME/US.

(Signature and Name of Tenderer
with date and seal)

Tender Inviting Authority

- sd

Dy. Superintendent of Police (HQ)
For Dy. Inspector General of Police
Dadra and Nagar Haveli
Silvassa