

**OFFICE OF THE COMMANDANT
INDIA RESERVE BATTALION
PUDUCHERRY POLICE DEPARTMENT**

No. 499/QM/IRBn/SP(LXVI)/2017-107

Date: 27/06/17

QUOTATION NOTICE

Sub: **IRBn – Supply of Band uniforms – Calling of Quotations– Reg:-**

Sealed Quotations are invited for the supply of the following Band uniform items for IRBn personnel proposed to be purchased for the use of India Reserve Battalion, Puducherry.

SL No	Items	Specification	Qty required (App)
1	Ceremonial Coat for Bandsmen	Ceremonial Coat for Bandsmen made of superior quality Red Fabric with decorations as approved design. (Branded Cloth)	30 nos
2	Trousers for Bandsmen	Trousers for Bandsmen made of Navy Blue Terry cot fabric of superior quality as approved design (Branded Cloth)	30 nos
3	Waist belt,	Waist belt, Imitation zari, golden yellow	30 nos
4	Shoulder autheluttes	Shoulder autheluttes -Golden Yellow	30 pairs
5	Eauglette	Eauglette- Golden Yellow with brass tessels	30 sets
6	Headgear	Headgear – Red Pondy Police Long Cap	30 nos
7	Shoulder Wings	Shoulder Wings – N Blue Terrycot with decorations	30 pairs

2. The following terms and conditions have to be observed by the bidders.

Two bid System

The Technical bid and the Financial bid should be wax-sealed by the bidders in two separate covers duly superscribed as “Technical Bid” for supply of Band uniform items and “Financial Bid” for supply of Band uniform items and both these sealed covers have to be kept in a bigger cover, which should also be sealed and duly superscribed as “**Quotation for Supply of Band uniform items**”

1. TWO BID SYSTEM:

Tenders are invited in Two bid system i.e in two parts as under:-

- a) Technical bid consisting of all technical specification along with commercial terms and conditions.
- b) Financial bid indicating item-wise price for the items mentioned in the Annexure to the Tender Document.

2. (A) Technical Bid

- 1) Original Demand Draft / Bankers cheque from any Nationalized Bank for an amount of **Rs.520/- (Rupees Five Hundred and Twenty only)** towards the cost of Tender Document in favour of “*The Commandant, IRBn, Puducherry.*”
- 2) Original Demand Draft/Bankers cheque towards EMD (Earnest Money Deposit) in favour of “*The Commandant, IRBn, Puducherry*” from any Nationalized Bank.
- 3) Tender document with all the pages duly signed by the Tenderer.
- 4) Copy of the GST Registration.
- 5) Copy of PAN Card

- 6) Undertaking form No.1 is duly signed by the tenderer regarding terms and conditions.
- 7) Undertaking form No.2 is duly certified by the tenderer regarding not black listed.

(B) Financial Bid

- 1) The Financial Bid of the tenderers who are not short-listed as a result of consideration of Technical bid of the tender document, i.e., 'Technical Bid' will not be opened.
 - 2) In the Financial bid the rates should only be quoted and no information regarding technical bids should be mentioned. The rate should be quoted both in words and figures for all the items. The rate quoted should be inclusive of all charges like transportation cost, taxes, rate etc. The rates should be quoted on all the items which are inclusive of all kinds of taxes etc
3. **The bidder should not have been black-listed anywhere in India / by any State / Central Government/ PSU/Government body Undertakings during the last 5 years. (Undertaking to be submitted).**
- 4 Original DDs/Bankers Cheque towards EMD and cost of tender fee should reach the office of the *The Commandant, India Reserve Battalion, 1st Floor, New Building, Police Complex, Gorimedu, Puducherry- 605006* either by post or in person before the stipulated time. Otherwise, the tender will be rejected by the Purchase Committee without notice. In case of Small Scale Industrial Units registered with SSI/ NSIC or Director of Industries, Puducherry shall have to furnish Registration Certificate and Functional Certificate of SSI Unit issued by the competent authority along with their tender documents. The Tenderer should also furnish the list of items manufactured by them in their factory. EMD should be paid for the products which are not enlisted in the approved list of NSIC Certificate. There is no bar for Khadi board/Textiles Corporation to participate in the Tender.
5. *The tender fee (non-refundable) drawn in favour of "The Commandant, India Reserve Battalion, in the technical bid cover failing which the tender will not be considered.*
6. **EARNEST MONEY DEPOSIT:**
- The intending Tenderer(s) shall have to send the EMD for Rs.8,000/- (Rupees Eight Thousand only) in the form of Demand Draft/Bankers Cheque from any Nationalized Bank in favour of "The Commandant, IRBn, Puducherry". The DD/Bankers Cheque should be in original. Tender without prescribed amount of EMD will not be considered.*
7. **SAMPLES :-**
- For every item one sample only is allowed and one rate should be quoted. If more than one sample and rate are received for every item it will be summarily rejected. Rates should be quoted both in words and figures and every correction should be attested by the person signing the tender. **The bidder shall quote the rates only in the quotation form enclosed herewith for the items which they desire to supply.**

8. The samples should also simultaneously reach the Office of the Commandant, India Reserve Battalion, 1st Floor, New Building, Police Complex, Gorimedu, Pudcherry -605006 along with DDs/Bankers Cheque towards EMD and tender fee before the due date. Sample received after the due date and time will not be considered under any circumstance.
9. Only after ensuring that all the required documents including DDs towards Earnest Money Deposit and tender fee are furnished, the samples will be considered to be allowed for the selection by the Purchase Committee and to open the Financial Bids subsequently.
10. The rates once quoted and approved will be final until the stores are received and thereafter no deviation in rates due to market fluctuations or any other reasons will be allowed. Failure to produce the samples will lead to rejection of tender. The samples of the unsuccessful tenderers will be returned at their cost.
11. The Financial Bids of those tenderers, who are not short-listed for the reason that during inspection by the purchase committee their samples are found not good in quality and not conforming to specification and police pattern will not be opened.
12. At the second stage, Financial bids of only those bidders whose samples are acceptable based on the quality and conforming to specification and police pattern will be opened.
13. Rates should be quoted Free On Rail(F.O.R), Puducherry and it should cover all incidental charges such as freight, packing, forwarding, insurance, etc., All successful bidders, should be delivered the stores in the premises of this IRBn Stores, Gorimedu, Puducherry. The purchase of article is subject to deduction of TDS (GST)at the rate of 2% or as prescribed by Government from time to time.
14. The successful bidders will be sent communication of acceptance of their rates of the selected items. The successful bidder(s) shall be required to pay the Security Deposit @ 5 % of the total value of items for which they will become successful in the form of D.D/Banker Cheque in favour of "The *Commandant, IRBn, Puducherry*" for the fulfillment of supply within 10 days from the date of receipt of intimation of acceptance of his rate(s). Only after paying the Security Deposit, the Supply Order will be issued and they have to sign a contract deed with the Department before commencement of the supply and must abide by the Terms and Conditions laid down in the tender Notice. **Non-payment of Security Deposit within stipulated period will result in forfeiture of Earned Money Deposit and resulting in cancellation of the tender.** The EMD in respect of unsuccessful Bidders will be released after finalization of tender. The EMD will be refunded to the successful Bidder after receiving security deposit. The Security Deposit of the successful bidders will be refunded to them after satisfactory completion of the supply.

15. No interest shall accrue on the above said EMD/Security Deposit as long as they are held by the Government.
16. The rate should be valid at least for 12 months from the date of rate approval from the Govt.
17. **BID VALIDITY:-** The Validity Period for finalizing the Tender is 180 days from the date of opening of the Tender
18. The successful Bidder/supplier shall ensure to supply the items as per the time schedule mentioned in the supply order. The item(s) so supplied shall be of same quality/specification as those of the sample submitted in response to this Tender.
19. The successful tenderer shall be bound to deliver the articles ordered within the delivery period prescribed, failing which the Security Deposit is liable to forfeiture. No advance payment should be insisted.
20. All the articles supplied by the successful tenderer shall be subject to inspection and acceptance or rejection by the Director General of Police or any person authorized by him on his behalf and his opinion there on shall in all respects be final and conclusive. Payment will be made only after delivery of the items and the items are found as per the samples selected by the committee. Rejected articles shall be removed by the suppliers at their own expenses forthwith. After each rejection, the suppliers shall and will forthwith supply and deliver equal quantity of such articles of the quality, size and specification.
21. If the successful tenderer fails to supply any of the articles ordered, it shall be lawful for the Director General of Police or any person authorized by him on his behalf to purchase as per rule other than the accepted tenderer, such quantities of articles as shall not have been supplied by the accepted tenderer and to collect from him the difference in the increased cost of such articles, in addition to the forfeiture of the security deposit.
22. If the successful tenderer fails to remit the security deposit or withdraws his tender or goes back after acceptance of his tender, it shall be lawful for the Director General of Police or any person authorized by him on his behalf to cancel his tender at any time and the Earnest Money deposited by him along with his tender will be forfeited to Government. Further, he will also be liable for all damages sustained by the Director General of Police by reasons of such breach. In that case next lower rate will be accepted and the first successful tenderer will have to make good the loss sustained or excess cost incurred by the State in arranging of the supplies and other remedies that may be available to the Department under the law for the time being in force in the Union Territory of Puducherry. The supplier shall not sublet the contract or any part thereof to any other agency.

23. After the registration/placement of orders /execution of the agreement and formally depositing the **Security Deposit**, if the tenderer backs out or fail to supply the goods, the security deposit will be forfeited besides any other penal measures, the department any take as per norms in vogue.
24. The Director General of Police is also empowered to increase or to decrease the requirements or to cancel in whole or in part of any article shown in the schedule of requirements enclosed and no correspondence in this regard will be entertained. All tenderers, in which any of the prescribed condition is not fulfilled of any condition including that of condition rebate is put forth by the tenderer, shall be summarily rejected.
25. Canvassing in any form in connection with the Tender is prohibited and the Tenders submitted by the Tenderers who resort to canvassing /bringing under pressure of any kind re. liable to be rejected without any notice and compensation.
26. The IRBn, Police Department also reserves the right to allow to the Central Government/Public Sector Enterprises a purchase preference upto 10% over the large scale private units, subject to rules/amendments in force from time to time.
27. An undertaking appended with this tender document should be signed by the person intending to offer tender **in token** of having furnished the DDs for cost of tender schedule, EMD, copy of GST/TIN and PAN and read or got read and understood fully the details of the above terms and conditions and furnish along with his tender.
28. In case of unforeseen circumstances the date of opening will be next working day or as notified separately.
29. If the Tenderer happens to be any type of firm/association or organized body, only such person(s) who are legally competent to sign should sign the concerned papers such as the Bids/Tenders, Deed, etc. on behalf of the firm. Such person(s) shall furnish an undertaking to that effect and such other functionary as also the firm responsible jointly and individually on all connected matters. If failing which will result in the right to rejection of offer without any notice and compensation.
30. The supplies delivered by the successful tenderers shall be surveyed and verified by the Inspection / Survey Committee. The Purchase Committee shall be at liberty to put to scrutiny / verification etc. the sales tax clearance so furnished by the successful tenderer. As soon as the acceptance of the tender is communicated to the successful tenderers, the contract shall be binding on him.

31. The EMD of the tenderer who backs out or withdraws his tender or fails to abide by it, after acceptance thereof is communicated / posted to him shall be forfeited besides other penal remedies, that may be available to the Government under the law in force in the UT of Puducherry.
32. The tenderers shall sign all the pages of the copy of tender document and documents relating to rates.
33. Tenders should be accepted till *26 / 07 / 2017* up to 1700 hrs.
34. The Tender will be opened on *27 / 07 / 2017* at 1100 hrs
35. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the firm who resort to canvassing will be liable for rejection.
36. The decision of the Purchase Committee on selection of items which are in conformity to the Police pattern will be final.


ASSISTANT COMMANDANT (QM),
INDIA RESERVE BATTALION
PUDUCHERRY
(Ph:0413-2278100)



UNDERTAKING No.1

(To be submitted duly filled in and signed along with tender)

1. Name & Address of the Tenderer Firm :
2. Tender fee D.D. No. if tender Schedule is downloaded through website :
3. a) Whether E.M.D. is enclosed? :
b) If so, details (DD/Bankers Cheque Number, date & amount) :
4. Details of documents enclosed, as required
i) GST/TIN :
ii) PAN Card :
5. Other documents to confirm Reliability of the tenderer firm, if any :

I/we have read or got read the above terms and conditions of the tender for the supply of Band Uniform items for the use of IRBn. I/We are submitting my/our rate only after understanding the terms and conditions which shall be binding on me/us in respect of the tender.

I/We hereby tender to supply Band uniform items as specified in the tender Schedule at the rate quoted as per your terms and conditions stipulated in the tender documents. The rate quoted will be valid upto 12 months from the date of rate approval order with a provision of extension.

SIGNATURE OF THE TENDERER

UNDERTAKING No.2

I/We M/s.....hereby certify that we have not been black listed or debarred by any Ministry/Department of Central Government of India/State Government from participation in tenders and contracts in the past either in our individual capacity or the joint venture or partnership in which we were members/ partners.

Signature of the Tenderer

Date :

Place :

Name of the firm _____ :

Address of the firm _____ :

Contact No(s) _____ :

QUOTATION FORM FOR QUOTING THE RATES

To
The Commandant,
India Reserve Battalion
Puducherry

SL No	Items	Specification	Per Unit	Flat Rate should be quoted on per unit including all taxes (GST) etc., (Write both in words and figures)
1	Ceremonial Coat for Bandsmen	Made of superior quality Red Fabric with decorations as approved design.	01 no	
2	Trousers for Bandsmen	Made of Navy Blue Terry cot fabric of super quality in approved design	01 no	
3	Waist belt,	Waist belt, Imitation zari, golden yellow	01 no	
4	Shoulder autheluttes	Shoulder autheluttes, Golden Yellow	01 pair	
5	Eauglette	Eauglette- Golden Yellow with brass tessels	01 no	
6	Headgear	Red Pondy Police Long Cap	01 no	
7	Shoulder Wings	N Blue Terrycot with decorations	01 pair	

Yours faithfully

Signature/ Name of the Bidder
With seal

Place:
Date: