

NORTH DELHI MUNICIPAL CORPORATION
COMMUNITY SERVICES DEPARTMENT
 11th Floor Dr. Shyama Prashad Mukharjee Civic Centre
 J.L. Nehru Marg New Delhi

NO.734/CSD/HQ/2014

Dated: - 23/11/2014 -

Notice for Inviting Tender

NIT NO. 02/CSD/HQ/2014 dated 23.01.2014 (Procurement of 1500 Nos. of hand Operated Sewing Machines)

| | |
|--|---|
| <u>Last date of sale of Tender Document</u> | 31.01.2014 at 09:00 A.M. to 13.02.2014 at 17:00 |
| <u>Last date of Closing</u> | 13.02.2014 at 17:01 |
| <u>Last date of Bid Preparation and submission</u> | 31.01.2014 at 09:01 A.M. to 14.02.2014 at 12:00 |
| <u>Opening of Technical Bid from</u> | 14.02.2014 at 12:01 P.M. to 17:00 |
| <u>Opening of Financial Bid from</u> | 17.02.2014 at 09:00 A.M. to 17:00 |

Item rate open tenders are invited through manual sale and submission alongwith technical bid /financial bid from the reliable suppliers/ reputed companies having supplied these items to other Govt. Agencies. Same will be received as per above time table and will be opened as per time table in the office of Director, Community Services Department, 11th Floor Dr. S. P. M Civic Centre. The contractor, Supplier, companies are eligible for bidding subject to the condition that they are neither black listed nor debarred by any govt. agencies at the time of opening of tenders.

| Sl. No | Name of Work | Tender Amount in Rs. | Estimated Cost in Rs. | E. M. in Rs. | Time of completion | Validity of Rates | Tender Cost in Rs. | Head of Account |
|--------|--|----------------------|-----------------------|--------------|--------------------|-------------------|--------------------|-----------------|
| 1 | Supply of 1500 Nos. of hand operated sewing machines with wooden/plastic base and wooden/plastic cover having lever type stitch regulator for forward and reverses stitch control, thick steel slide plate for better durability and easy operation to fit bobbin case. The machine should be smoothly operated and conforming to IS1610-2000. | | | | 30 days | 120 days | 1000 | 12-1233 |
| | Item Rates | | 39,75,000/- | 1,98,800/- | | | | |

The contractors will have to submit a list of work/supplies made to other govt. agencies or Municipal Corporation. Bidding Document can be downloaded from the website www.mcdonline.gov.in.

The desirous contractor/companies shall have to pay the Tender Cost and earnest money mentioned against the work in form of bank draft of Scheduled bank in favour of Commissioner North Delhi Municipal Corporation. Demand Draft has to be deposited by the contractor in the office before opening of technical bid.


Director (HQ)
CSD/North D/M/C

1. Addl. Com. (CSD) for kind information
2. CVO
3. DCA(HQ)
4. Addl. Director (I.T)
5. Manager, Kendriya Bhandar, West Block-8, Wing III R. K Puram, New Delhi
6. Manager, M/s _____
7. A.A.O (CSD)
8. Store Keeper
9. Notice Board

NORTH DELHI MUNICIPAL CORPORATION

COMMUNITY SERVICES DEPARTMENT

11th Floor, Dr. S. P. M Civic Centre, J. L Nehru Marg New Delhi-110002

TECHNICAL BID (PART-A)

TENDER COST Rs. 1000/- non refundable Demand Draft in favour of Commissioner North Delhi Municipal Corporation.

Name of Work : Procurement of hand operated sewing machines.

| S. No. | Description of Work |
|--------|--|
| 1. | Supply of hand operated sewing machines with wooden/plastic base and wooden/plastic cover having leaver type stitch regulator for forward and reverses stitch control, thick steel slide plate for better durability and easy operation to fit bobbin case. The machine should be smoothly operated and confirming to IS1610-2000. |

1. The tenderer has to submit the offer as per two bid system i.e. techno commercial bid "Part-A" and price bid "Part-B". Both Part-A and Part-B duly superscribed clearly on the cover.

TECHNICAL BID the following document should be submitted in the technical bid

1. i.) Name of manufacturer /Agency and Registration certificate of the firm issues from the competent authority (ii) Demand Draft of Rs. 1,98,800/- in favour of Commissioner, North Delhi Municipal Corporation (Or as decided by finance) ii) Certificate of IS 1610-2000 alongwith the authorization of the representative offering bid in case of accompany the tender, authorization of the equipment/material proposal with partnership, authorized dealership, (v) Drawing of the equipment/material proposal with dimension etc. complete in all respect. vi) Programme of execution of work with capacity to supply the machines per month vii) Technical capability of the contractor in respect of the equipments/ machines viii) Financial capability ix) Turn over for the last three years should not less than Rs. 50.00 Lacs duly verified by the Chartered Accountant x) Experience of having successfully completed works during the last 7 years ending last day of the month previous to the one in which applications are invited.
Three similar completed works, costing not less than the amount equal to 40% of the estimated cost put to tender.

Or

Two similar completed works, costing not less than the amount equal to 60% of the estimated cost put to tender.

Or

One similar completed work of aggregate cost not less than the amount equal to 80% of the estimated cost.

And

One completed work of any nature (either part of (i) or a separate one) costing not less than the amount equal to 40% of the estimated cost put to tender with same Central Government Department/State Government Department/ Central Autonomous Body/ Central Public Sector undertaking.

2. Certificate of satisfactory supply of sewing machines from the agency to whom supply made (xii) Affidavit of the contractor duly attested stating that VAT/service tax and income tax or other applicable Govt. levies have been deposited regularly and in time with the concerned Govt. agencies. (xiii) Small Scale Industry registration certificate. (xiv) Certificate that the agency has not been blacklisted by any Govt. Deptt. and also not have been debarred from tendering in Govt./Semi Govt. Deptt.
3. The manufacturer/contractor/agency are to submit one sample of machines quoted in the office of the Director (CSD) two days before the opening of the technical bid confirming to the requirement specification, size quality, brand and specification. The sample should be submitted duly signed and stamped by the contractor in sealed enclosure, failing which the offer of the manufacture/contractor shall not be accepted.
4. The price bids of only those firms, who will be declared technically qualified by the Technical Evaluation Committee shall be opened.

The firm has to submit the bank name and account number as under :-

- a. Bank's Name
- b. Account Number
- c. PAN No. / PIN No. / TIN No.

Signature of the Authorized signatory
with stamp of the company/firm

**NORTH DELHI MUNICIPAL CORPORATION
COMMUNITY SERVICES DEPARTMENT**

11th Floor, Dr. S. P. M Civic Centre, J. L. Nehru Marg New Delhi-110002

PRICE BID (PART-B)

Name of Work : Procurement of 1500 hand operated sewing machines.

| S. No. | Description of work | Rate per sewing machines (Rs) |
|--------|--|-------------------------------|
| 1. | Supply of hand operated sewing machines with wooden/plastic base and wooden/plastic cover having lever type stitch regulator for forward and reverses stitch control, thick steel slide plate for better durability and easy operation to fit bobbin case. The machine should be smoothly operated and confirming to IS1610-2000 | |

Amount in Words

(.....)

1. The contractor shall affix a transparent tape on the rates quoted in the tender documents
2. The Contractor should specifically mention all the taxes Vat/ Sales tax etc. while quoting the rate. No post modification on tax / Govt. levy will be allowed / accepted

Signature of the Contractor

with stamp of the company/firm

TERMS AND CONDITIONS FOR RATE AND AGENCY FOR SUPPLY OF SEWING MACHINE

1. The Company/ Agency has to provide one sewing machine per lot of minimum 500 Nos. machines for testing for which cost of testing shall be borne by the manufacturer/ supplier/ company including cost of the machine. The tenderer has to submit the offer as per two bid system i.e. techno commercial bid "Part-A" and price bid "Part-B". Both Part-A and Part-B duly superscribed clearly on the cover with i) Name of supply ii) Tender No. iii) NIT No. iv) Due date etc. are to be submitted in case of manual submission along with the concerned documents i.e. v.) List of documents accompany the tender, authorization of the representative offering bid in case of manual submission along with the concerned documents i.e. vi) List of documents accompany the tender, authorization of the representative offering bid in case of partnership, the contractor /supplier shall have to deposit Rs. 1,98,800/- in the shape of Bank Draft/DD in favour of Commissioner, North Delhi Municipal Corporation failing which the tender shall be rejected straight away. vii) Drawing of the equipment/material proposal with dimension etc. complete in all respect. viii) Programme of execution of work ix) Technical capability of the contractor in respect of the equipments/ machines v) Financial capability x) Turn over for the last three years should not less than Rs. 50.00 Lacs (xi) Experience of having successfully completed works during the last 7 years ending last day of the month previous to the one in which applications are invited. (xii) Three similar completed works, costing not less than the amount equal to 40% of the estimated cost put to tender.
Or
Two similar completed works, costing not less than the amount equal to 60% of the estimated cost put to tender.
Or
One similar completed work of aggregate cost not less than the amount equal to 80% of the estimated cost.
And
One completed work of any nature (either part of (i) or a separate one) costing not less than the amount equal to 40% of the estimated cost put to tender with same Central Government Department/State Government Department/ Central Autonomous Body/ Central Public Sector undertaking.
xiii) Total works awarded xvi) Works completed in time xvii) Works completed with extension and incomplete works xviii) Affidavit of the contractor duly attested stating that VAT/service tax and income tax or other applicable Govt. levies have been deposited regularly and in time with the concerned Govt. agencies. The Part-B i.e. price bid may contain the prices item/equipment wise. The price bids of only those firms, who will be declared technically qualified by the Technical Evaluation Committee shall be opened. The offer should be valid for minimum 120 days from the opening of price bid.
2. The total supply may be required within 30 days, however the same may get delayed and the tender has to assume 30 days.
3. The rates are to be quoted mentioning all taxes, sales tax, service tax / VAT tax clearly. No post modification on tax / Govt. levy will be allowed / accepted.
4. The Contract Agreement is to be executed with Department and necessary terms & conditions of the Department are also to be signed by the lowest offerer within 3 days on a non-judicial stamp paper of Rs.50/-. In failure to sign the agreement within the specified period may amount to the forfeiture of the earnest money.
5. The machines will have maintenance guarantee for one year as such the tenderer shall have to provide free maintenance for a period of one year from the date of delivery of item to North Delhi Municipal Corporation. No extra payment will be made on this account, as such rates may be quoted accordingly. The manufacturer will have to submit the guarantee certificate. 90% payment will be released after supply of machines to the satisfaction of the concerned officer of Community Service Deptt. and the remaining 10% will be made after completion of one year.
6. The tender fee will not be reimbursed for any expenses incurred in preparation or submission of tender or for any other reason connected with the tender. No interest / any favour will be paid or can be claimed on deposition of earnest money with the Department for the period it remains within the Department (i.e. one year). The earnest
- 7.

money already deposited with the Department shall also not be adjusted to any other work.

8. The Bill of Quantity cum Schedule of Quantity, specifications, terms and conditions of the tender will not be used by tenderer for any other purpose and should not be given to any other contractor or for any other use of any body or agency or the Department.
9. The Department (North Delhi Municipal Corporation) reserves the right to reject, any of or all the tenders without assigning any reason. The decision of the Department shall be final and binding.
10. The Department (North Delhi Municipal Corporation) decision will be final and binding in case of incomplete tenders, cuttings or over writings etc. Such tenders are liable to be out rightly rejected even if tender fee/earnest money is deposited. The Department's decision in all such matters shall be final and binding upto the final stage of the contract.
11. All disputes are subject to Delhi Jurisdiction only.
12. a) No conditional tender will be accepted in any manner. Tenderers with any of the deviation, including conditional rebate shall be rejected out rightly however tenders with unconditional rebate/discount can be considered.
b) No post tender modifications will be allowed / accepted in any manner.
13. In force majeure conditions the decision of the Department shall be final and binding.
14. All Govt. laws / decisions / practices concerned / Department requirements connected with supply shall be followed by the contractor during or for the contract and no extra payment will be made on this account.
15. Any type of damage to Govt. / North Delhi Municipal Corporation /Private properties/accident with the equipment or staff on duty or any person etc. connected with the supply will be borne by contractor.
16. a) All necessary arrangements for testing of material/equipment/supply shall have to be borne by the contractor including cartage, handling etc. and no extra payment on account of testing charges shall be made. The offer should be furnished accordingly.
17. Any material not accepted by the officer incharge shall have to be removed from North Delhi Municipal Corporation's premises, failing which the same shall be got removed at risk and cost of the contractor.
18. The machines are to be delivery by the contractor at his own cost in all the 6 zones of North Delhi Municipal Corporation as per the quantity decided by the Department from time to time, for which no additional charges shall be paid.
19. The manufacturer/contractor/agency are to submit one sample of machines quoted in the office of the Director (CSD) two days before the opening of the technical bid confirming to the requirement specification, size quality, brand and specification. The sample should be submitted duly signed and stamped by the contractor in sealed enclosure, failing which the offer of the manufacture/contractor shall not be accepted.
20. The quantity of the machines can be increased/ decreased at any time as & when decided by the competent authority and the manufacturer/contractor will not have any right to claim for the compensation/damages in this regard.
21. All machines shall be as per approved sample and in good working condition if any found delivered substandard and not confirming to specification, the manufacturer is required to replace the same at his own cost.
22. In case the order is placed and manufacturer/contractor is not in a position to supply the machines within the stipulated period, earnest money or all deposits with the Department shall be forfeited.
23. The machines should have proper aligning arrangement and the name and grade of the oil to be used for lubrication is to be given clearly by the manufacturer/contractor.
24. No weightage shall be given to any sample of machine of richer specification than that of the Department.
25. The contractor will have to submit the certificate to the affect that the agency has not been blacklisted by any Govt. Deptt. and also not have been debarred from tendering in Govt./Semi Govt. Deptt.

26. The firm has to submit the bank name and account number as under:-

- d. Bank's Name
- e. Account Number
- f. Copy of PAN No. / TIN No.

27. **THE CONTRACTOR WILL FURNISH A COPY OF AFFIDAVIT STATING THAT VAT/SERVICE TAX AND INCOME TAX IS REGULARLY AND TIMELY BEING SUBMITTED TO THE CONCERNED AUTHORITY.**

28. **ONLY OFFERS WITH RATES FURNISHED ITEM WISE IN THE SPECIFIED COLUMN SHALL BE ACCEPTED.**

Director Community Services Department

The afore said BQ, specification, terms & conditions of the NIT has been read carefully by the undersigned and everything regarding the contract is clear and the requirements have been completed to the best of my knowledge.

Signature of the Contractor with stamp of the company/firm

AGREEMENT

This agreement is made on _____ day of _____ between North Delhi Municipal Corporation through Director (CSD) hereafter called the Corporation as first party and M/s _____ here after called and contractor as second party.

Contractor here by agrees to the following terms and conditions

1. After the acceptance of rate and agency by Director (CSD) will place the orders and contractor will supply them at any place mentioned in the supply order with in municipal limits of Delhi.
2. Security deposit- In the event of tender being accepted, tenderer will have to furnish Security deposit @5% of the estimated value of supply orders in the form of Bank Draft/DD in favour of Commissioner, North Delhi Municipal Corporation. This should be pledged in the name of Commissioner, North Delhi Municipal Corporation.
3. When the contract ceases the pledge will be cancelled and security will be returned to the contractor. The security shall stand forfeited in the event of breach of any of the terms of contract by the contractor.
4. No guarantee can be given regarding the minimum quantity, which will be drawn against this contract but the contractor will supply quantity as may be ordered by the Deptt.
5. The supply is subject to the approval by board as authorized by the Competent Authority, who will have right to reject if it is not in accordance with the sample and other specifications.
6. Delivery Period-The order has to be executed with in 6 week of dispatch of supply order dispatched by registered post. In case contractor fails to execute it with in stipulated time penalty @ of 1% per week will be imposed up to a maximum of 2%. Delivery period may be extended with prior approval of Director (CSD) up to a maximum period of 2 weeks, which will be permissible for extension. Penalty shall be imposed during this period.
7. Non supply-If the articles are not supplied by the scheduled date, as above, full or in part, the order in respect of the quantity not supplied in liable to be cancelled at the contractor's risk and expense. The extra expenditure thus incurred in procuring the supplies from elsewhere will be recoverable from contractor at the discretion of Deptt. The recovery will be made from any of his bell pending in North Delhi Municipal Corporation or earnest money and security deposits.
 - I. After 45 days the supply order shall automatically cancelled and penalty of 2% on whole amount shall be deducted from unpaid dues.
 - II. Two or more instance of non-supply for a particular item by a firm will render the firm liable to be debarred to supply the item.
8. Arbitration-All disputes relating to rate contract shall be subject to the territorial jurisdiction of Delhi Courts.
9. Furnishing of wrong information and false documents will make contractor liable to be debarred / blacklisted from participation in Municipal rate contract, even detected at a later date.
10. Fall Clause-The rate quoted by the Tenderer should not be higher than the rate quoted by him to other Govt. Institutions/agencies within Govt of NCT of Delhi during this contract period.
11. If any time during the contract period, the contractor reduces the sale price, sells or offers to sell such store as are covered under the contract to any person/organization, including any Department of Central Govt./GNCT at a price lower than the price chargeable under the contract, he shall forthwith notify such reduction or sale of offer to sale, to Municipal

Corporation of Delhi and the price payable under the contract for the supplies after this period will be reduced correspondingly.

12. If the contractor commits, default of any of the terms and conditions of the agreement the corporation may in spite of previous waiver and in spite of any penalty imposed on the contractor, forfeit the whole or a part of security, deposited by the contractor for the unsatisfactory performance of the terms and conditions of the agreement. The decision of the Director (CSD) shall be final and binding with the contractor.

13. The Department (North Delhi Municipal Corporation) reserves the right to reject, any of or all the tenders without assigning any reason. The decision of the Department shall be final and binding.

Contractor

Director (CSD)