



NORTH DELHI MUNICIPAL CORPORATION  
EDUCATION DEPARTMENT: HQ  
Dr. Shyama Prasad Mukherjee Civic Centre  
E Block, 15<sup>th</sup> Floor, JLN Marg, N Delhi-02  
Email:- school\_inspector\_plan.mdm.pur@gmail.com  
Ph. No. 011-23226511



No.: NDMC/Education/Belts/Tender/005/2014 Dated: 12.02.2014

Request for Proposal (RFP)

For  
Supply of School Belts

For Primary Schools covered under the jurisdiction of North Delhi Municipal Corporation

Start Date of Issue of Bid Documents :	17.02.2014 from 10.00 AM
Last Date of Issue of Bid documents :	11.03.2014 upto 3.00 PM
Last Date for submission of Bid:	25.03.2014 upto 1.00 PM
Date of opening of Technical Bid	25.03.2014 at 2.00 PM

Cost of Tender Document: Rs.10,000/- (Rupees Ten Thousand only) to be paid by Demand Draft drawn on a Nationalised Bank

Education Department  
North Delhi Municipal Corporation  
15th Floor, Dr. Shyama Prasad  
Mukherjee Civic Centre,  
Minto Road, New Delhi -110002  
Ph. No.: 011-23226511

E-Mail ID: [school\\_inspector\\_plan.mdm.pur@gmail.com](mailto:school_inspector_plan.mdm.pur@gmail.com)

  
Jyoti Singh  
Assistant Inspector  
North Delhi Municipal Corporation  
15th Floor, Dr. Shyama Prasad  
Mukherjee Civic Centre,  
Minto Road, New Delhi -110002

**Contents of RFP Document**

Chapter 1	Instructions to Bidders
Chapter 2	Terms & Conditions of Contract
Chapter 3	Specifications and Technical Details with respect to the Product
Chapter 4	Form of Price Schedule
Chapter 5	Draft Contract Form
Chapter 6	Other Standard forms required to be utilized by the North DMC or the Applicant/Bidders

Chapter 1 consists of Instructions to Bidders which are required to be adhered to while preparation and submission of the Bid.

Chapter 2 contains the conditions of contract which along with those contained in the Draft contract shall be required to be followed by the successful bidder.

Chapter 3 contains the specifications with respect to the desired Product in details and which shall be required to be followed at all times unless otherwise specified by the North DMC.

Chapter 4 consists of the form for price bid. The Applicants/Bidders shall provide their financial bid in the manner provided in this chapter.

Chapter 5: Draft Contract Agreement, to be signed between Education Department, North Delhi Municipal Corporation and the successful Bidder or Lead Member formed in case of a Consortium. In case a Consortium is declared as the Preferred Bidder, the original members of the Consortium shall also be confirming parties to the Contract Agreement. In case of Partnership Firm, all the members of the Partnership Firm shall be parties to the Contract Agreement.

Chapter 6 provides necessary formats for the North DMC and Applicants/Bidders to prepare the Proposal. The prescribed formats for the submission of Proposal are annexed to this chapter.

Applicants/ Bidders are advised to thoroughly understand the Terms and Conditions and submit their Proposals complying with the requirements stipulated in the RFP document. Proposals are liable to be disqualified in case they are incomplete, non-responsive, non-eligible and if the information is not submitted as per the prescribed formats.

*Alexander*  
14/2/2014

**DISCLAIMER**

The information contained in this Request for Proposal comprising of Chapters 1 to 6 (hereinafter referred to as "RFP") or subsequently provided to the Bidders, in documentary form by or on behalf of the North Delhi Municipal Corporation, its authorised employees is provided to the Applicant(s)/ Bidder(s) on the terms and conditions set out in this RFP document and all other terms and conditions subject to which such information is provided.

The purpose of this RFP document is to provide the Bidder(s) with information to assist the formulation of their Proposals. This RFP document does not purport to contain all the information for all the persons and it is not possible for North DMC, its employees or any of its agencies/consultants/advisors to consider the business' investment objectives, financial situation and particular needs of each Applicant/ Bidder who reads or uses this RFP document. Each Applicant/ Bidder should conduct its own investigations and analysis, and should check the accuracy, reliability and completeness of the information in this RFP document and where necessary obtain independent advice from appropriate sources. North DMC, its employees or any of its agencies/consultants/advisors make no representation or warranty and shall incur no liability under any law, statute, rule or regulation as to the accuracy, reliability or completeness of the RFP document.

North DMC may at its own discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document.

*Signature*  
12/02/2014  
V. S. JOSH  
Deputy Director, Education  
North Delhi Municipal Corporation

NORTH DELHI MUNICIPAL CORPORATION

**NORTH DELHI MUNICIPAL CORPORATION**

Education Department

15th Floor, Dr. Shyama Prasad Mukherjee Civic Centre, Minto Road, New Delhi-110002

No.: NDMC/Education/Belts/Tender/005/2014 Dated: 12.02.2014

**NOTICE INVITING TENDER (NIT)**

for

**SUPPLY OF SCHOOL BELT FOR STUDENTS OF PRIMARY SCHOOLS OF THE NORTH DELHI MUNICIPAL CORPORATION**

*Purpose: The Director (Education), North DMC, Dr. Shyama Prasad Mukherjee Civic Centre, Delhi invites on behalf of the North DMC sealed and super-scribed technical and financial proposals from eligible manufacturer for supply of School Belts.*

North DMC intends to complete the entire process of proposal evaluation and award the Project on a priority basis. In order to enable North DMC to complete the process as soon as possible, Applicant/ Bidders are expected to respond expeditiously to clarifications, if any, requested during the evaluation process. North DMC shall endeavour to adhere to the schedule during the bidding process.

Notes:

1. Addresses for obtaining the RFP documents: RFP document containing detailed terms and conditions can be obtained from the office of the Director (Education Department) at 15th Floor, Dr. Shyama Prasad Mukherjee Civic Centre, Minto Road, New Delhi-110002 upon payment of Rs. 10,000/- (Rupees Ten Thousand Only) as the necessary cost of RFP document. Alternatively, the document can be downloaded from [www.mcdonline.gov.in](http://www.mcdonline.gov.in). In case documents are downloaded, then while submission of the Proposal by the Applicant/ Bidder, a Demand Draft for Rs. 10,000/- (Rupees Ten Thousand only) in favour of Commissioner, North Delhi Municipal Corporation, payable in Delhi, to be submitted prior to the date of the Pre-bid meeting. Copy of the GB form shall be enclosed with Envelope 1- Technical Proposal, containing the original Technical Proposal.
2. Address for submission of Proposal: Sealed Technical and Financial Proposals will be received till 25.03.2014 upto 1300 Hrs. (01:00 PM) in the office of the Director (Education), North Delhi Municipal Corporation 15th Floor, Dr. Shyama Prasad Mukherjee Civic Centre, Minto Road, New Delhi-110002. The Technical Proposal will be opened at 1400 Hrs. (02:00 PM) on the same day in the presence of the Applicants/Bidders or their authorized representatives.

3. Proposal Validity Period: The Proposal submitted by the Applicants shall hold good for 180 days from the date of opening of the Technical Bid.

*[Signature]*  
12/02/2014  
Asst. Director (Admin)  
Tech. Dept., North DMC  
Minto Road, New Delhi

4. Cost of RFP document: Rs. 10,000/- (Rupees Ten Thousand Only), as non-refundable tender fee, to be paid through Demand Draft of a Nationalised bank, payable in Delhi, in favour of Commissioner, North Delhi Municipal Corporation.
5. Earnest Money Deposit: Rs. 4,00,000/- (Rupees Four Lacs Only) should be deposited as Earnest Money Deposit ("**EMD**") vide bank Demand Draft obtained from a nationalised bank in favour of Commissioner, North Delhi Municipal Corporation, payable in Delhi, to be submitted along with Technical Proposal, otherwise the Proposal shall be rejected.
6. Performance Security: Performance Security @ 5% of the contractual amount shall be payable within 15 (Fifteen) days from the acceptance of the Letter of Intent ("LOI") but before the execution of the contract.
7. MIT Intimation: MIT can also be seen on the notice board/office of the Education Department, North DMC.
10. Pre-Bid Meeting: A pre-bid meeting for clarification of Applicant/ Bidders queries will be held on 12.03.2014 at 1400 hrs (02:00 pm) in the Conference Room, North Delhi Municipal Corporation, 15<sup>th</sup> Floor, Dr. Shyama Prasad Mukherjee Civic Centre, Minto-Road, New Delhi- 110002. The Bidders are encouraged to send their queries through the email. Only those who have remitted the cost of the RFP on or before the date of the Pre-bid meeting would be eligible for participation in the pre-bid meeting and would be entitled to receive the response for their queries. Any modification in the RFP document that may become necessary as a result of pre-bid meeting shall be intimated through the issuance of any addendum. These then will form a part of the RFP and a part of the Agreement to be executed upon selection of the preferred Bidder.
11. North DMC's rights of rejection/acceptance: The Commissioner on behalf of the North DMC reserves the right to accept or reject any or all the Proposals or cancel the tender process without assigning any reason(s) whatsoever.
12. Enquiries: For any enquiry contact the office of the Director (Education Department) at 15th Floor, Dr. Shyama Prasad Mukherjee Civic Centre, Minto Road, New Delhi-110002 or on Phone No: 011-23226511.



Director / Additional Director (Edu.)

North Delhi Municipal Corporation

MUNICIPAL CORPORATION OF DELHI  
Commissioner (Edu.)  
15th Floor, Civic Centre,  
Minto Road, New Delhi - 2

**CHAPTER 1**

**INSTRUCTIONS TO BIDDERS (ITB)**

The North Delhi Municipal Corporation (hereinafter referred to as the "North DMC") amongst other functions runs, operates and manages primary schools in the area covered under the jurisdiction of North DMC. The North DMC in view to standardize the uniforms across the primary schools and make uniforms available to the students of primary schools have decided to provide School Belts (hereinafter referred to as "Product") to the students of the primary schools being operated by the North DMC for a duration of 2(two) years. The Product is required to be supplied each year. There are 765 primary schools with approximately 370648 students studying from Classes 1 to 5. The details with respect to the students studying in the primary schools have been provided in **Annexure I** to this Chapter. The Education Department of the North DMC is responsible for undertaking various decisions regarding education and management of the schools.

The Education Department, North DMC accordingly intends to seek bids from suitable entities for supply of the Product for about 370648 students on its rolls in the primary schools. Accordingly, sealed bids are invited by North DMC from original school belt manufacturers, for supply of Product as per details given in the bid documents, to the primary schools run by North DMC.

**1. Bid Process**

The Bid shall be a two stage process, namely:

- (a) **TECHNICAL BID; and**
- (b) **FINANCIAL BID**

**2. Schedule for invitation to Bid:**

Date of Issue of Bid Documents :	17.02.2014 from 10.00 AM
Last Date of Issue of Bid document :	11.03.2014 upto 3.00 PM
Last date of receiving queries for Pre-Bid Meeting	12.03.2014 upto 1.00 PM
Pre-Bid Meeting	12.03.2014 at 2.00 PM
Last Date of submission of Bid:	25.03.2014 upto 1.00 PM
Date of opening of Technical Bid	25.03.2014 at 2.00 PM
Date of opening of Financial Bid	
Date of issue of Letter of Intent	To be intimated separately
Date of signing of the Contract	

*(Signature)*  
 14/1/2014  
 Director, Education  
 North Delhi Municipal Corporation  
 Connaught Place, New Delhi - 110028

Please note that North DMC reserves the right to extend the dates as mentioned hereinabove. Intimation to this effect shall be given to all Applicants/Bidders including requests for extending the proposal and bid security validity time frame if required. Intimations may be sent by email only to the Applicants/ Bidders who may have either purchased the RFP document or attended the pre-bid meeting after payment of the Tender Fee whose correct addresses along with email id and phone numbers and fax number is available with North DMC. North DMC or its employees/ advisors/ consultants etc. shall not be liable in any manner whatsoever in case any Applicant/ Bidder fails to receive such intimations. Applicants/ Bidders are advised to regularly check for details including the ones that may be notified at the North DMC website: [www.mcdonline.gov.in](http://www.mcdonline.gov.in)

### 3. Details about Bid Submission:

#### 3.1 Name of the Concern by whom the bids are being invited:

Education Department, North Delhi Municipal Corporation, 15th Floor, Dr. Shyama Prasad Mukherjee Civic Centre, Minto Road, New Delhi -110002

#### 3.2 Address at which Bids are to be submitted:

Sealed Technical and Financial Proposals will be received up to 25.03.2014 by 1300 hrs. (01:00 PM) in the office of the Director (Education), 15th Floor, Dr. Shyama Prasad Mukherjee Civic Centre, Minto Road, New Delhi-110002. The Technical Proposal will be opened at 1400 hrs. (02:00 PM) on the same day in the presence of the Applicants /Bidders or their authorized representatives.

The Bids have to be submitted physically by the authorised representative at the aforesaid address. The authorised representative shall put his signatures at the appropriate place. All Bids received after the due date or which are incomplete or received in tampered condition shall be forthwith rejected except in accordance with the terms of this RFP.

#### 3.3 Place, Time and Date for opening of Technical bids:

Place: Education Department, North Delhi Municipal Corporation, 15th Floor, Dr. Shyama Prasad Mukherjee Civic Centre, Minto Road, New Delhi -110002

Time: 1400 hrs (02:00 PM)

Date: 25.03.2014

#### 3.4 Financial bids of the Applicants/Bidders who have successfully completed the technical stage will be opened and scrutinized at the date stated above. In case of any change in the date and time of the opening of the same, such Applicants/Bidders shall be intimated of such change by email at the email address provided to the North DMC by such Applicants/Bidders.

  
Shyam Prasad Mukherjee  
Director (Education)  
North Delhi Municipal Corporation

3.5 Date till which the bid is valid: **180** days from the date of submission of bids. In the event the validity period is required to be further extended, Applicants/Bidders shall accordingly provide such confirmation to the North DMC including extension of the EMD, after due intimation of the same by North DMC in writing.

3.6 North DMC's rights of rejection/acceptance: The Commissioner on behalf of the North DMC reserves the right to accept or reject any or all the Proposals or cancel the engagement process without assigning any reason(s) whatsoever.

3.7 The Commissioner, North DMC reserves the right to continue with the Bid process as per this RFP document even in case of a receipt of a single bid. Such bid shall be scrutinized in accordance with this RFP.

4. **Procedure for Submission of Bids**

4.1 It is proposed to have a Two-Cover System for this bid.

(a) Technical Bid documents in one cover.

(b) Financial Bid in another separate cover.

4.2 The Applicants/Bidders must place their Technical and Financial bids in separate envelopes, super-scribed with separate Bid titles in the following manner:

(a) The Technical Bid should be covered in a separate sealed cover super-scribing the wording "**Technical Bid for Supply of School Belt**".

(b) Financial Bid should be covered in a separate sealed cover super-scribing the wording "**Financial Bid for Supply of School Belt**".

Please note that commercial aspects (prices, cost, charges, etc.) should not be indicated in the Technical Bid and should be quoted only in the Financial Bid.

Financial Bid should only indicate prices in the prescribed format.

4.3 Both, the cover containing the Technical Bid and the cover containing Financial Bid must be placed together in one single sealed envelope before submission. In case necessary, a box can be used for the said purpose.

4.4 The box/cover containing both the Technical and the Financial Bid thus prepared should also indicate clearly the name and address of the Applicant/Bidder and shall be super-scribed by the wording "**Bid for Supply of School Belt**".

4.5 A Bid Evaluation Committee shall be constituted by the North DMC which shall evaluate the performance of the Bids with the terms and conditions mentioned in this RFP.

*[Handwritten signature and stamp]*  
For the North DMC  
12/02/2014



- 4.6. The Bids received late and declared late by the Bid Evaluation Committee after the last date and time for receipt of bids prescribed in the bid document or otherwise shall be rejected and/or returned unopened to the Applicant/Bidder. The Bids shall be returned unopened after being marked "Late".
- 4.7. Conditional bids shall not be entertained and will be disqualified promptly without assigning any reasons.
- 4.8. Financial Bids of only those Applicants /Bidders will be opened who qualify the Technical round on date as prescribed in this RFP.
5. The Applicant/Bidder is expected to carefully examine all instructions, forms, terms and specifications in the Bid Document. Failure to furnish all information required in the Bid Document or submission of a bid not substantially responsive to the Bid Document in every respect will be at the Applicant's/Bidder's risk and may result in the rejection of the Bid.
6. **Language of Bids**  
The Bids prepared by the Applicant/Bidder and all correspondence and documents relating to the bids exchanged by the Applicant/Bidder and North DMC, shall be written in English language, provided that any printed literature furnished by the Applicant/Bidder in any other language may not be accepted except where it is accompanied by a certified copy of English translation in which case, for purposes of interpretation and evaluation of the Bid, the English translation shall govern.

**7. Documents Comprising the Bids**

7.1 The Bids prepared by the Applicants/bidders shall comprise of following components (Bid documents are to be submitted in the order of pre-qualification clauses along with Index and page numbers clearly marked):

- (i) The **Technical Bid** shall consist of following:-
- a. Bid proposal sheet duly filled in, signed on each page and complete in all respects. (**Chapter 6 -Annexure - I**).
  - b. Qualification data duly filled in as per relevant proforma provided in the bid proposal that the Applicant/Bidder is eligible to bid and is qualified to perform the contract, if its bid is accepted (**Chapter 6 -Annexure - II**).
  - c. The Applicant/Bidder must furnish Earnest Money Deposit (EMD) for Rs. 4,00,000/- (Rupees Four Lacs only) in the form of bank demand draft drawn in favour of Commissioner, North Delhi Municipal Corporation payable at New Delhi, failing which the Bid will be rejected. This EMD is to be submitted with the Technical Bid. The said Demand Draft may be required to be replaced at the request of North DMC falling which the Bid shall be rejected.

  
For Director, NDMC  
North Delhi Municipal Corporation  
New Delhi

- d. The Applicant/Bidder is required to submit the proof of average turnover of the Applicant/Bidder during last 3 years of operations for respective items along with copy of audited Balance Sheet and Profit and Loss account for the last 3 financial years to be attached. The certified copies of the Income Tax Returns along with the Balance Sheets and Profit and Loss Accounts shall also be furnished.
- e. The certified copy of valid Sales Tax/VAT registration certificate and Permanent Account Number (PAN) issued by Income Tax Department to the Applicant/Bidder must be attached and form a part of the Technical Bid. In case of consortium, each member shall provide the valid Sales Tax/VAT registration certificate and PAN.
- f. Solvency certificate of Rs. 64,00,000/- (Rupees Sixty Four Lacs Only) issued by a nationalized bank shall be furnished by the Applicant/Bidder.
- g. Copy of certification of valid ISO 9001-2000 to be attached.
- h. Copy of **latest certificate** issued by the DGS&D/MSJC/SSD/Any State or Central Govt. indicating the manufacturing capacity of Belt under one company/entity name, having one legal entity. This certificate should **not be more than two years old** from last day of the month previous to the date of the Notice for Invitation of this RFP.
- i. Any other document as required to be enclosed in support of the eligibility criteria mentioned in clause 12 and 17.9 of this chapter herein.
- j. The Applicant/Bidder must submit the sample exactly as per shade and design required by North DMC. A colour photocopy of the School Belt is included in the RFP document. To get the appropriate shade, the Applicant/Bidder may approach North DMC at New Delhi at the following address:-  
Director (Education)  
15th Floor, Education Department,  
North Delhi Municipal Corporation,  
Dr. Shyama Prasad Mukherjee Civic Centre,  
Minto Road, New Delhi -110002
- k. The Applicant/Bidder must submit a sample exactly as per tender specification as mentioned in **Chapter 3** to this Section

(ii)

The **Financial Bid** shall consist of the price quoted for providing the Product in the desired quantity in accordance with the Technical Specifications duly filled, signed on each page and complete as per

  
For Director (Education)  
North Delhi Municipal Corporation  
Dr. Shyama Prasad Mukherjee Civic Centre,  
Minto Road, New Delhi -110002

the price schedule on the prescribed quotation form (as per **Chapter 4**). There must not be any corrections / overwriting etc. on the amounts in figures and words and the total amount must be in figures and words and pasted with a transparent tape. In case of any difference in amount in figures and words, the amount in words shall be taken as final amount quoted. The Applicant/Bidder shall provide a quote for the Product which shall be valid for the term of the contract. The calculation of the lowest bidder shall be based on the aggregate cost of providing the Product.

**8. Cost of Bid participation:** The Applicants/Bidders shall bear all costs associated with the preparation and submission of its **Application/Bid**, including cost of presentation for the purposes of clarification of the bid, if so desired by the North DMC. North DMC will in no case be responsible or liable for such costs, regardless of the conduct or outcome of the Bidding process. The Applicant/Bidder shall also take into account the costs incurred during the testing phases both during the bidding and after the execution of the contract and the Financial Bid shall be inclusive of such expenses and appropriate additional samples shall be provided.

**9.** Any modification in the RFP document that may become necessary as a result of the pre-bid meeting shall be intimated through the issuance of an addendum. Such addendums shall then form part of this RFP.

**10.** Where the Applicant/Bidder is a partnership firm, it shall be registered under the Indian Partnership Act, 1932 as on the date of submission of the Bid. Where the Applicant/Bidder is a company incorporated under the (Indian) Companies Act, 1956, or a Limited Liability Partnership (LLP) established under the Limited Liability Partnership Act, 2008 the provisions of this RFP including the conditions as provided below shall *mutatis mutandis* be applicable to it. Such consortium shall also comply with the following requirements in addition to those provided in clause 12 of this Chapter:

- (i) Number of members in a consortium shall not exceed 3 (three) and no member having share of less than 26%;
- (ii) Subject to the provisions of clause (i) above, the Application should contain the information required for each member of the Consortium;

(iii) each member of the consortium must fulfil the eligibility criteria individually pertaining to their areas of competence.

e.g.-1: If X & Y are the consortium members then either X or Y has to satisfy the turnover criteria of Rs. 48,00,000/- (Rupees Forty Eight Lacs Only) in each of the previous three (3) financial years. If X is having turnover of Rs. 30.00 lacs and Y is having turnover of Rs. 25.30 Lacs, then they would not be eligible under turnover criteria. As such either X or Y should have turnover of Rs. 48,00,000/- (Rupees Forty Eight Lacs Only) or more.

*Signature*  
12/02/2014  
12/02/2014

- (iv) Members of the Consortium shall nominate one member as the lead member (the "Lead Member"). The nomination(s) shall be supported by a Power of Attorney, signed by all the other members of the Consortium;
- (v) An individual Bidder cannot at the same time be member of a Consortium applying for bidding. Further, a member of a particular Consortium cannot be member of any other Consortium or partnership firm applying for the bidding;
- (vi) Members of the Consortium shall enter into a binding Memorandum of Understanding (MOU), for the purpose of making the Application and submitting a Bid. The parties may have the MOU in any format subject to the MOU clearly and definitively covering the role of each member of the Consortium. The guidelines as mentioned in Chapter 6 -Annexure - III shall be adhered;
- (vii) Except as provided under this RFP, there shall not be any amendment to the MOU without the prior written consent of the North DMC.
- (viii) Any change in the composition of a Consortium or partnership firm may be permitted by the North DMC in writing after the submission of the proposal for the bid, provided:
- (a) The Lead Member continues to be the Lead Member of the Consortium or partnership firm;
  - (b) The substitute is at least equal, in terms of Technical Capacity, to the Consortium Member who is sought to be substituted and the modified Consortium or partnership firm shall continue to meet the bidding and short-listing criteria for Bidders.
  - (c) The new Member(s) expressly adopt(s) the Application already made on behalf of the Consortium or partnership firm as if it were a party to it originally, and is not an Applicant/Member/Associate of any other Consortium or partnership firm or any other entity bidding for this Project.
  - (d) Approval for change in the composition of a Consortium or partnership firm shall be at the sole discretion of the North DMC and must be approved by the North DMC in writing.
  - (e) The modified/ reconstituted Consortium or partnership firm shall submit a revised Jt. Bidding Agreement/MOU before the due date of submission of the Bid.
  - (f) However, in no case a second substitution shall be permitted for the consortium.

(ix)

  
The Lead Member shall be liable for the complete performance of the work. Additionally, the other consortium member(s) having the

specific responsibility as per the terms of the MDU submitted to North DMC shall also be jointly and severally liable for such failure with respect to such specific responsibility.

11. Any Applicant/Bidder shall not have a conflict of interest (the "Conflict of Interest") that affects the bidding process. Any Applicant/Bidder found to have a Conflict of Interest shall be disqualified. An Applicant shall be deemed to have a Conflict of Interest affecting the bidding process, if:

(i) The Applicant/Bidder, its member or associate (or any constituent thereof) and any other Applicant, its Member or any Associate thereof (or any constituent thereof) have common controlling shareholders or other ownership interest; provided that this disqualification shall not apply in cases where the direct or indirect shareholding of an Applicant, its Member or an Associate thereof (or any shareholder thereof having a shareholding of more than 5 per cent of the paid up and subscribed share capital of such Applicant, Member or Associate, as the case may be) in the other Applicant, its Member or Associate is less than 5 per cent of the subscribed and paid up equity share capital thereof; provided further that this disqualification shall not apply to any ownership by a bank, insurance company, pension fund or a public financial institution referred to in section 4A of the Companies Act 1956.

(ii) A constituent of such Applicant/Bidder is also a constituent of another Applicant; or

(iii) Such Applicant/Bidder has the same legal representative for purposes of this Application as any other Applicant; or

(iv) Such Applicant, or any Associate thereof has a relationship with another Applicant/Bidder, or any Associate thereof, directly or through common third party/ parties, that puts either or both of them in a position to have access to each others' information about, or to influence the bidding of either or each other; or

(v) Such Applicant or any Associate thereof has participated as a consultant to the North DMC in the preparation of any documents, design or technical specifications of the Project.

## 12. ELIGIBILITY CRITERIA

12.1 The Applicant/Bidder and in case of consortium, the lead member must be an Original Belt manufacturer. No Dealer or agent or Distributor is allowed to participate in the tender. A valid registration of the establishment/factory shall be provided.

12.2 The Applicant/Bidder must be in the field of manufacturing of the Product for the last seven (7) years and have its/their own mill for manufacturing the material and all facilities should be under one name of company.

*Admission*  
*in Paper*  
*for the purpose of*  
*the tender.*

12.3 The Applicant/Bidder must have an annual turnover of at least Rs. 48,00,000/- (Rupees Forty Eight Lacs Only) in the previous three (3) financial years.

12.4 The Applicant/Bidder must be ISO 9001-2000 certified company/other entity.

12.5 The Applicant/Bidder must have valid State Sales Tax / VAT and CST Number, and PAN issued by the Income Tax Department.

#### 12.6 Experience

(i) The Applicant/Bidder shall have the following experience of having successfully completed manufacturing and supply of School Belt ("works") during the last seven (7) years ending last day of the month previous to the date of the Notice for Invitation of this RFP:

Three similar completed works each costing not less than Rs. 64.00 Lacs;

Or

Two similar completed works each costing not less than the amount equal to Rs.96 Lacs;

Or

One similar completed work of aggregate cost of not less than Rs.1.28 Crores

And

(ii) One completed work of any nature (either part of (i) or a separate one) costing not less than the amount equal to Rs. 64.00 lacs with some Central Government Department/State Government Department/ Central Autonomous Body/Central or State Public sector undertaking/Kendriya Vidyalaya Sangathan.

And

(iii) No liquidated damages shall have been levied on account of delay or on account of any other factor on the Applicant/Bidder in the completion of the aforesaid works which is/are relied upon.

(iv) The Applicant/Bidder shall provide certified copies of the Executed purchase orders along with completion certificates in support of the experience as provided above in clause 12.6(i) and 12.6(ii) and shall provide a separate written undertaking with respect to clause 12.6(iii).

12.7 Technical Brochures of the Product quoted along with samples should also be enclosed.

*S. K. Sharma*  
*Chief Engineer*

12.0 Applicant/Bidder must submit further details documenting the methodology for supply of the Product.

12.9 In case of a consortium of bidders, the aggregate of the eligibility criteria of the members of the consortium shall be taken into account.

### 13. DISQUALIFICATION

Applicant/Bidder is liable to be disqualified, even though they meet the qualifying criteria, if:

13.1 They are found to have made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements; and/or

13.2 They are found to have a record of poor performance; and/ or

13.3 There is justification for believing that the proprietor or employee, or representative of the firm has been guilty of malpractices such as bribery, corruption, fraud substitution of tenders, interpolation, misrepresentation/ misinformation/ poor or substandard quality of work/ evasion or habitual default in payment of any tax levied by law; and/or

13.4 Any company or firm or proprietorship with which any of the company's owners, employees or partners were associated, have been disqualified, removed, blacklisted or otherwise prevented from bidding or competing in any tender in the last 5 (five) years.

### 14. PROCESS TO BE CONFIDENTIAL

After opening of the Proposals/ offers no information relating to the examination, clarification evaluation and comparison of proposals/ offers and recommendations concerning the award of contract shall be disclosed to the Applicants or other persons. Any effort by any Applicant to exert unfair influence in process of examination, clarification evaluation and comparison of proposals to influence decision concerning award of contract shall result in rejection of proposal/offer. Such unfair influence shall include a Bidder or any of its employees/agents influencing the bid process by way of raising baseless and unsubstantiated allegations in public, complaints about the Bid process or any of the employees, consultants of the North DMC engaged in undertaking the Bid process.

### 15. CLARIFICATIONS

The North DMC may ask Applicants/Bidders for clarifications of their tenders in order to assist in the examination, evaluation and comparison of tenders. No change in a matter of substance in the tender, including changes in price and changes aimed at making an unresponsive tender as responsive shall be sought, offered or permitted.

*Sd/-*  
*(in authority)*  
Joint Director (Genl.)  
City, District & North  
Area, Chandigarh

If there is any discrepancy between the financial proposal/bid quoted in figures and in words, the figure in words shall be treated to be final financial bid.

#### **16. NEGOTIATIONS**

North DMC may carry out the negotiations with the preferred Applicant/Bidder offering the best (i.e. the lowest) financial bid including items for modification of the proposal offer, by calling the Applicant/Bidder or its authorised representative in its office in which case, the Applicant/Bidder or his authorized representative shall remain present in the North DMC office for negotiations. The Applicant/Bidder may at its own will give revised proposal offer in writing to the North DMC. The original financial offer shall then be treated, as modified and modified proposal offer shall be treated as the final offer.

#### **17. ADDITIONAL TERMS AND CONDITIONS FOR SUBMISSION OF THE BID**

17.1 EMD is liable to be forfeited and Bid is liable to be rejected, if the Applicant/Bidder withdraw or amends, impairs or derogates from the bid in any respect within the period of validity of the Bid or is found to be engaged in any material suppression of facts.

17.2 The EMD of the successful Applicant/Bidder shall be released after the receipt of the Performance Security.

17.3 If the successful Applicant/Bidder fails to furnish the Performance Security within 15 days of the acceptance of LoI (in the form provided in **Chapter 6 -Annexure - IV**), the EMD shall be forfeited by North DMC.

17.4 The EMD of all the unsuccessful Applicant/Bidders will be returned as early as possible after the expiration of the period of bid validity but preferably within 30 days of the issue of the LoI to the successful Applicant/Bidder. No interest will be payable by the North DMC on the EMD.

17.5 This Bid Document is not transferable.

17.6 The Tenders of only those Applicants/Bidders, who have purchased the documents in their names, will be considered and shall be subject to furnishing proof of G8 copy or copy of the Demand Draft.

17.7 The North DMC reserves the rights to reject any Bid or all the Bids without assigning any reasons before opening the Financial Bids.

17.8 The North DMC may either itself or through authorised representatives may in order to satisfy itself with respect to the eligibility, capability, viability and any other information given by the tendering firms including visit of their manufacturing plant before agreement and during the contract period.

17.9 Any entity which has been blacklisted by any Government department is not eligible to participate in this tender. An undertaking to this effect must

  
North District Municipal Corporation  
Dehra Dun, Uttarakhand



be submitted on Non Judicial stamp paper of Rs. 100/-, In case of consortium each of the constituent members shall furnish a separate undertaking to this effect.

17.10) Sealed offers prepared in accordance with the procedures enumerated above should be submitted to the North DMC not later than the date and time laid down, at the address given in this RFP.

17.11) All the Applicants/Bidders participating in the Tender must attach a list of their directors / owners / partners etc. and a certificate to this effect that the firm is neither black listed by any Govt. Department and nor any Criminal case / complaint is registered / pending against the firm. In case of LLPs and companies participating either individually or as a consortium member, the designated partners and directors respectively shall also provide their Designated Partner Identification Number and Director Identification Number duly obtained from the Registrar of Companies.

17.12) The individual signing the bid or other document, in connection with the bid must certify as to whether he or she has signed as :

- (a) A "Sole proprietor" of the firm or constituted attorney of such sole proprietor.
- (b) A partner of the firm, if it be partnership, in which case he must have authority to refer to arbitration disputes concerning the business partnership either by virtue of the partnership agreement or a power of attorney. In the alternative all the partners should sign the bid.
- (c) Authorized representative or director under the board resolution, if, it is a company.

*Talwar*  
12/02/2014  
10:00 AM

NORTH DELHI MUNICIPAL CORPORATION

**Annexure - 1 of Chapter 1**

**Number of Students - Class and zone wise**

S. No	Name of Zone	Class - I		Class - II		Class - III		Class - IV		Class - V		G.Total
		Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls	
1	City	691	600	1101	903	753	1606	1144	606	2143	1115	6978
2	SP Zone	1216	1143	2068	1674	1674	1574	1260	2618	1566	1278	13431
3	Rural	3362	2170	6632	4474	4366	6143	4456	4005	4673	4443	41874
4	City	7047	6037	10664	10123	10608	20731	10046	11207	22053	10629	169128
5	Rural	5433	4693	11366	7661	16602	7668	7676	10673	7344	7173	72068
6	Total	66112	20023	14660	12667	27296	12712	11008	27220	12259	12746	129739
Total		28119	20022	68174	26324	27442	78178	29068	16287	38392	27077	270648

Please note that the aforesaid figures are based on the data as of 31<sup>st</sup> August, 2012. The grand total as provided above may increase or decrease and Bidder is advised to take a margin of +/- 10% on account of the fluctuation.

*Signature*  
 14/02/14  
 For the Education Officer  
 NDMC

**Chapter 2**  
**Terms and Conditions of the Contract**

1. All documents prepared by the bidder in the execution of the contract shall become and remain the property of the North DMC, and before termination or expiration of this contract, the bidder shall deliver all such documents to the North DMC under the contract along with the detailed inventory thereof.
2. **Performance Security:** The successful bidder shall submit a Performance Security @ 5% of the contractual amount within 15 (fifteen) days of receiving the LOI from North DMC and before execution of the contract. The Performance Security shall be in the following forms:
  - (a) 50% of the amount of Performance Security should be in the form of demand draft issued by a nationalized bank; and
  - (b) remaining 50% of the amount of Performance Security should be in the form of unconditional and irrevocable Bank Guarantee of any nationalized bank in the form referred to in **Chapter 6 –Annexure -VI.**

In case supplier fails to deliver the items within delivery period or fails to comply with the terms and conditions of the contract and this RFP, the Performance Security submitted by the entity is liable to be forfeited. Performance Security shall be released after the completion of 6(six) months from the expiry of the term of the contract or in case of termination without cause. No interest will be payable by North DMC on the Performance Security.

3. The North DMC shall issue purchase orders on the Supplier for the supply of the Product ("**Purchase Order**"). It is expected that the first Purchase Order with respect to the year 2014-15 may be issued first. Thereupon for the year 2015-16, the Purchase Orders may be raised in the month of April, 2015. The aforesaid is however, provisional and the actual time of supply shall be governed by the specific Purchase Orders. The North DMC reserves its rights to issue Purchase Orders either for part supply or full supply for any financial year.
4. The Product shall be required to be provided within the duration of two months from the date of the issue of the Purchase Order by the North DMC. However, the time period as prescribed in the Purchase Order shall govern the actual supply of the Product.
5. **Central Warehouse**  
The successful bidder/applicant shall be required to deliver the Product in accordance with the requirements, which requirements shall be ascertained by the successful Applicant/Bidder at its own cost and shall be delivered at locations specified in each of the following zones namely, City zone, SP

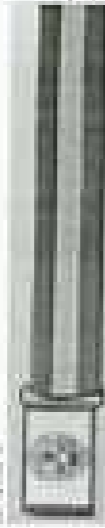
zone, Karol Bagh zone, Civil Lines zone, Narela zone and Rohini zone. The warehouses shall collectively be referred to as the Central Warehouse.

5. **Performance Security and payment of remittance to North DMC:**
- 6.1 The successful Applicant/Bidder whose proposal has been accepted shall have to provide Performance Security to North DMC. The Performance Security shall be in the form of a demand draft from a Nationalised Bank and an unconditional and irrevocable bank guarantee from a Nationalised Bank in the form provided in Annexure VI to Chapter 6 in the ratio of 50% each. This shall be provided to the North DMC maximum within 15 (fifteen) days from the date of issue of the LOI.
- 6.2 The Performance Security shall be valid throughout the Contract Agreement period and over and above this period for a minimum period of 180 days after the expiry of the Contract Agreement.
7. North DMC shall issue Purchase Orders in the form prescribed in Annexure IV of Chapter 6 for the supply of the Product in accordance with the terms and conditions of the contract and this RFP.
8. In the event of breakages or loss of Product during transit, the said quantity of Product will have to be replaced by the supplier. North DMC shall not be responsible for any transit insurance required by the supplier for the supply of the Product to the North DMC. The Product shall be replaced promptly during any stage in cases as stipulated herein without the requirement of any notice to the supplier.
9. The number of students as shown in Annexure I of this Chapter 1 is approximate and tentative requirement of the Product. It may increase or decrease. The rates of the Product should not vary with the quantum of requirement. The various sizes required for the Product have been provided in Chapter 3 of this RFP.
10. Other conditions not provided hereinabove shall be governed in accordance with the terms and conditions mentioned in the draft contract agreement provided in Chapter 5 of this RFP.

  
North District Manager  
Education  
North District  
New Delhi

**CHAPTER – 3  
SPECIFICATIONS WITH RESPECT TO THE PRODUCT**

**BELT**



Belt sizes are as follows:-

Small Medium Large  
Length 36" 36" 36" Neck Size 30"  
Waist Size 30" 32" 34"

Only a pictorial representation

**Requirement –**

(a) Small Size	- 92662
(b) Medium	- 185324
(c) Large	- 92662
<b>Total</b>	<b>- 370648</b>

**Colour of Belt:** Maroon with white strip having 1 cm. width at centre,

**Width of Belt – 1.5"**,

**Content:** 100% Nylon Tape with Metal Buckle (metal sheet having 1.5 mm thickness including powder coating & MCD emblem/ Logo).

**Texture:** Plain knit with binary yarns to provide support and prevent loose.

*Signature*  
14/02/2014  
14/02/2014

**CHAPTER – 4**

**Form of Price Schedule**

(To be printed on the letterhead of the Applicant / bidding Firm or Lead Member in case of Consortium of Firms as the partner responsible for the joint venture, including full postal address, telephone, faxes and e-mail address)

Date:.....

To  
**Director / Addl. Director (Edu.),**  
North Delhi Municipal Corporation,  
15<sup>th</sup> Floor, Dr. Shyama Prasad Mukherjee Civic Centre, Minto Road  
Delhi - 110002

Madam/ Sir,

Sub: **Financial Proposal Submission - Engagement of a Supplier by North DMC for supply of School Belt to primary schools of North DMC**

Pursuant to the Notice Inviting Offer cum RFP document No. .... dated ..... issued by the North DMC, Delhi for and on your behalf, I/we hereby submit my/ our Financial Proposal/ offer for the captioned subject for a period of 2 calendar years commencing from the date of execution of the contract, in respect of the **"Supply of School Belt to the student of primary schools of North Delhi Municipal Corporation"** in response to and complying with the Request for Proposal ("RFP") Document issued by the North DMC.

1. I/We have thoroughly read and understood the Terms and Conditions of the said RFP document for being appointed as your preferred Bidder/ supplier for the aforesaid purposes and Terms and Conditions of the contract which in token thereof have been signed by me/ us and I/We hereby agree to duly abide by them.
2. Being duly authorized to represent and act on behalf of ..... and having reviewed and fully understood all the requirements of proposal submission provided vide the RFP document dated ..... pertaining to supply of School Belt to the students of primary schools of North Delhi Municipal Corporation we hereby provide our Financial Proposal.
3. My/ Our financial proposal/ offer for Supply of School Belt to the students of primary schools of North Delhi Municipal Corporation in compliance with the requirements of the RFP document shall be Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) per unit.
4. We also agree to make the following payments upon issue of Letter of Intent (LOI) by the North DMC and prior to signing of the Contract for the supply of

*Rajiv*  
12/19/2014  
12/19/2014

the School Belt: "Performance Security" @ 5% of the contractual amount i.e. Rs. \_\_\_\_\_/- in form of demand draft and unconditional and irrevocable bank guarantee issued by a nationalised bank,

We understand that as per the terms of the Contract to be executed, this Project shall be undertaken as per the specifications mentioned in the Contract and in compliance with the other requirements stated in the RFP documents (including the draft Contract Agreement).

We acknowledge and agree to submission of an unconditional proposal.

The names and addresses of the Partners/Directors of my/our Firm are as follows:

Name: \_\_\_\_\_ Address/ Phone/ fax/

email: \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

A copy of our Deed of Partnership duly certified as true is enclosed. This offer is made by our Firm/ Private/ Public Limited Company/ Joint Venture registered under The Companies Act 1956 and its registered office is situated at \_\_\_\_\_, phone and fax ..... email..... A copy of the print of Memorandum and Articles of Association of our venture duly certified as true is enclosed.

Your Faithfully,

For and on behalf of :

Signature and Date :

(Authorised Representative and Signatory)

[Authorised Signatory]

[Designation of Signatory]

[Common Seal]

*J. C. JISH*  
12/2/14

J. C. JISH

Asst. Director (Fin.)  
P.O. Box 241, New Delhi  
110 021, India

**CHAPTER - 5**

**CONTRACT FORM**

**[Non-judicial Stamp Paper of Rs. 100]**

**SUPPLY AGREEMENT**

This agreement for supply of School Belt (hereinafter referred to as the "Agreement") is made and executed at New Delhi on this [ ] day of [ ] of 2014 ("Effective Date").

**BY AND BETWEEN**

**North Delhi Municipal Corporation**, a statutory body constituted and governed by the Delhi Municipal Corporation Act, 1957, having its office at 15<sup>th</sup> Floor, Dr. Shyama Prasad Mukherjee DMC Centre, Minto Road, New Delhi - 110002 and acting through its authorized representative Director/Additional Commissioner, Education Department (hereinafter referred to as the "**North DMC**" which expression shall, unless repugnant to the context or meaning thereof be deemed to include its successors, legal representatives, administrators and assigns);

**AND**

[ ], a [company] / [partnership] validly incorporated / organised and registered under the [laws of [ ] with its [registered/corporate/head office] situated at [ ] and acting through its authorized representative [ ] (hereinafter referred to as the "**Supplier**", which expression shall unless repugnant to the context or meaning thereof be deemed to include its successors, legal representatives, administrators and permitted assigns).

The North DMC and the Supplier shall hereinafter be individually referred to as the "**Party**" and collectively referred to as the "**Parties**".

**WHEREAS**

- A. The North DMC is a statutory body created under the provisions of the Delhi Municipal Corporation Act, 1957 ("hereinafter the "**DMC Act**") and amongst other functions as required to be undertaken under the DMC Act runs, operates and manages primary schools covered under its jurisdiction.
- B. North DMC needs to provide School Belt (hereinafter referred to as "**Product**" and more specifically described in Clause 2) to the students of the primary schools ("**Students**") covered under its jurisdiction.
- C. North DMC has selected supplier(s) to provide the Product to the Students, and for this purpose, the North DMC had floated a tender vide Notification dated \_\_\_\_\_ having St. No. \_\_\_\_\_ ("**Tender**") for inviting offers/bids from the interested parties for providing of the Product.
- D. The Supplier has sufficient resources and capacity to provide Product to the Students and had therefore participated in the aforesaid competitive bid. The Supplier had among others submitted its proposal bearing ref. No [ ] dated [ ] ("**Proposal**").

*Sd/-*  
14/2/2014  
Asst. Commissioner,  
Ed. Dept. (P.D. Centre) DMC



E. The North DMC upon carrying out the due process of scrutiny of all the proposals received from the various Suppliers, accepted the Proposal and issued its letter of intent bearing ref. No [ ] dated [ ] ("LoI") on the Supplier, a copy of which is provided at Annexure 1 to this Agreement, confirmed the acceptance of the Supplier's bid and awarded the bid to the Supplier to provide Product to the Students.

**NOW THEREFORE THIS AGREEMENT WITNESSETH AS UNDER:**

**1. TERM**

The term of completion for undertaking the obligation under this Agreement shall be 2 (two) calendar years from the Effective Date.

**2. PRODUCT**

The Supplier shall be responsible for the supply of the Product in accordance with the terms and conditions of this Agreement for each calendar year of the Term.

**3. STANDARDS AND SUBMISSION OF CERTIFICATES**

3.1 The Product supplied under this Agreement shall conform to the standards mentioned in the technical specifications ("Specifications") as provided in Chapter 4 of the Tender.

3.2 The Supplier shall provide the certificate with respect to the conformity of the Product with the Specifications.

**4. PERFORMANCE SECURITY**

The Supplier has submitted a performance security of Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_ only) ("Performance Security") in the form of demand draft of \_\_\_\_\_ Bank bearing number \_\_\_\_\_ dated \_\_\_\_\_, and unconditional and irrevocable Bank Guarantee of Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_ only) dated \_\_\_\_\_ bearing No. \_\_\_\_\_ issued by \_\_\_\_\_ Bank before the Effective Date.

**5. DELIVERY PERIOD AND CONFIRMATION**

5.1 After the Effective Date, the Product shall be delivered to North DMC at central warehouses located in each of the zones or as otherwise as intimated by North DMC in writing ("Central Warehouse") and more specifically provided in the Purchase Order issued by North DMC in the form specified in Tender and as per the terms of this Agreement.

5.2 The Product shall be supplied in lots of \_\_\_\_\_ with each lot having Product of all sizes for classes 1 to 5 ("Lot"). Each Lot shall further consist of sub-lots with each sub-lot of a particular size properly labelled - containing the following details:

- (i) Size of the Product;
- (ii) Quantity contained in such boxes which is a part of the consignment; and

5.3 The supply of the Product at the Central Warehouse shall be completed within 60 (sixty) days from the issue of the Purchase Order with respect to the Product. Provided North DMC may at its discretion amend the aforesaid

*Sd/-*  
14/02/14  
NORTH DMC  
APRIL 2014

period of delivery of the Product if requested by the Supplier in writing on valid and cogent reasons.

- 5.4 The delivery period should be adhered to by the Supplier. The supply shall actually be deemed to have been completed on the actual date of delivery at the Central Warehouse and shall be subject to the distribution of the Product to each of the Students.
- 5.5 Subsequent to the receipt of delivery of the Lots at the Central Warehouse, and subject to clearance by the North DMC with respect to the Product as per the terms of this Agreement, the North DMC shall provide an acceptance letter to the Supplier with respect to the clearance of the Product.

#### 6. PAYMENT

6.1 The Supplier has quoted the contract amount in the Proposal ("Contract Amount") and North DMC has agreed to receive the Product at the said quoted Contract Amount.

6.2 The Contract Amount shall be released in the proportion of Product delivered to the Central Warehouse and certified by the laboratory and subsequent intimation of the acceptance of the Product to the Supplier by the North DMC. The Supplier shall issue appropriate bill upon North DMC for the payment after receipt of acceptance letter from North DMC as specified in clause 5.5 hereinabove.

6.3 North DMC will release the payments directly to the Supplier by way of demand draft or cheque payable at par, within 21 days of the receipt of the bill from the Supplier.

6.4 No payment shall be released by the North DMC in the event of failure to provide any of the certificates referred to in Clause 3.2(a), 3.2(b) or failure in case of certification under clause 3.2(c) and/or prior to the receipt of the Product by the Students.

6.5 No advance payment will be made.

#### 7. RIGHT TO RETURN

7.1 After receipt of supply at warehouse, in case the supply is found inferior to the Specifications, the Lot containing the inferior quality of the sample shall be rejected. The Supplier shall take back the Lot at his own cost and replace it with fresh stock of the Product in accordance with the correct Specifications within 10 days of the receipt of the written intimation by North DMC, which will be accepted only after conformance with the Specifications at the Supplier's cost. In case the Supplier fails to give or to replace the supply as per Specifications, the Performance Security will be forfeited, besides Termination of the Agreement and blacklisting of the Supplier. The required Product will be purchased from other sources and the difference of excess cost will also be borne by the Supplier.

7.2 The North DMC also reserves the right to return the Lot consisting of any Product against which a complaint is received from any of the Students and it is ascertained that there was a manufacturing defect in the Product.

*S. Jeyaraj*  
12/2/14

