

Govt. Of India
Ministry of Coal

New Delhi—01, Dated-13.12.2016

Notice Inviting Tender

Subject: Supply of Drinking water (BIS marked) Jars of 20 Litre capacity to this Ministry.

*Date of issue of Bid document: 13.12.2016

*Last date of Receipt: 11.01.2017, Time 12:00 PM

*Date of opening of Technical Bid and Financial Bids 11.01.2017, *Time 04:00 PM

1. Sealed bids/ quotations (Technical/ Financial Separately) are invited for supply of Drinking water Jars(20 lit) with ISI mark and as per BIS/ FSSAI standards in the Ministry of Coal for two years as per terms and conditions detailed out in the following paragraphs.

2. The firms should submit their Technical and Financial bids in separate envelopes and put these in a single envelope superscribing "Quotation for supply of Mineral water in the Ministry of Coal". The quotation shall be addressed to Under Secretary (Admin), Ministry of Coal and shall reach the undersigned before 12:00 hrs on 11th January, 2017 by dropping in the "TENDER BOX" mounted on the wall of garage no.21 before the prescribed date. Quotations received after stipulated date/time shall not be entertained. The bids will be opened on the same day at 16.00 hrs. in presence of the tenderers or their representatives who may like to be present.

3. The Department reserves the right to accept or reject any or all quotation(s) without assigning any reasons thereof.

4. The Financial bids of only those firms who qualifies technically shall be opened. The Technical bid shall contain the entire documents as per Annexure-I of the tender notice. The Financial bid shall contain details as per Annexure-II. For seeking clarifications, intending bidders may contact Section Officer (General Section) on tel. no. 23386867/23382337.

5. The tenderer should quote their rates of the items as per Annexure-II of the tender notice. However, financial bid of firms will not be considered if their Technical bid does not contain documents as mentioned in this NIT. The taxes, if chargeable, should be clearly mentioned separately.

6. The Technical bid must be accompanied along with the following documents failing the tender will be rejected:—

A) Earnest money deposit of Rs.10,000/- (Rupees Ten Thousand Only) in the form of Demand Draft/ Banker Cheque/ FDR in favour of 'Pay and Accounts Officer, Ministry of Coal, New Delhi' which will be refundable for unsuccessful bidder after completion of tender process. The date of issue of EMD shall not be earlier than the date of issue of this tender notice. Successful bidder (s) has to deposit FDR/Bank Guarantee as performance security in favour of 'Pay & Accounts Officer', Ministry of Coal, New Delhi within a month of awarding the tender as security deposit/ performance security. The performance security shall remain valid for a period of sixty days beyond the date of completion of all contractual obligations including warranty obligations, if any. The amount of performance security shall be indicated at the time of awarding the contract.

B) PAN/ TIN number should be clearly mentioned in tender and copies should be enclosed.

C) Work experience in respect of supply of Mineral water bottles and jars in any two Government Ministry/Department/ PSUs during the last two years and documentary proof showing minimum two years' work experience in the relevant field.

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- D) An undertaking stating that no legal suit/criminal case is pending against its partners/ proprietor having been' earlier convicted on grounds of tax evasion fraud with Government.
- E) An undertaking stating that the firm/ agency have not been blacklisted or terminated or debarred by any Govt./Authority/Department.
- F) As a token of acceptance and having understood/agreed to the terms and conditions as specified in the tender document, duly signed tender document by an authorized signatory along with the seal of the firm, in original.
- G) Valid BIS license for the quoted brand.

7. The financial bid should be submitted in a separate envelope as per Annexure-II of this NIT.

8. Incomplete or conditional tenders will not be entertained.

9. The Ministry reserves the right to cancel the contract or withhold payment in the event of unsatisfactory service of the company. In such eventuality Dept. further reserves the right to obtain supply from other firms and the cost of the same shall be borne by the tenderer.

10. Decision of Joint Secy.(Admn.) will be final and binding on all in case of any dispute.


MPA Jaganathan
Section Officer(Admn.)

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Annexure-I

Sr. No.	Description	Please Indicate requisite Information	Page No. of Attached proof
1.	EMD		
2.	Name, address, No. of company on letter head		
3.	Experience certificate for last two year		
4.	Registration certificate		
5.	PAN Number		
6.	Non-Blacklisted certificate		
7.	Acceptance of terms and condition		
8.	Authorization from any bottler company		
9.	BIS License for the quoted brand		

Note.:- All documentary proof to be enclosed for above items failing which , quotation will be rejected forthwith.

I hereby agree to abide by all the terms and condition of the tender document.

Name and designation of the
Authorized signatory of the firm
(With seal of the Agency affixed)

Annexure-II**Proforma for Financial bids**

Sr. No.	Description of item	BIS marked Brand	Rate(inclusive of all Taxes/charges)
1.	20 Ltr jar		


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