

**U.T ADMINISTRATION OF DAMAN AND DIU
OFFICE OF THE DEPUTY CONSERVATOR OF FORESTS,
FOREST DEPARTMENT,
FORT AREA,
MOTI DAMAN 396220.**

No. DCF/DMN/I.F.P.S./03-04/650

Dated: - 13/02/2009

LIMITED TENDER NOTICE

The Forest Department, Daman on behalf of President of India, invites sealed tenders for supply of Softwares from reputed suppliers/dealers/firms/agencies/manufacturers so as to reach on or before **27/02/2009 up to 15.00 hours** by post/courier to the undersigned. The blank tender with detailed scheduled of specifications /configurations and terms & conditions of supply be obtained from the office of the undersigned during all working days/hours from **16/02/2009 to 26/02/2009** on payment of tender fee of Rs. 100/- (Rupees one hundred only) (non-refundable). The complete tender form along with necessary documents and EMD of Rs. 24000/- (Rs. Twenty four thousand only) in the form of F.D.R of any Nationalized Bank/Bankers Cheque/Deposit at call/Demand Draft in favour of the undersigned should be attached with the sealed tender. The sealed tenders should be properly covered and superscribed "Tender for Supply of Software". The Tenders will be opened on the same day in presence of the tenderers, if possible. The offer received without obtaining tender documents or without EMD shall not be entertained. Right to reject any or all tenders without assigning any reason is reserved with the undersigned. The Tender documents can be downloaded from the website www.daman.nic.in. The tender fee is to be enclosed with the tender documents. Tender documents without tender fee will be rejected.

(Kamal Datta)
Deputy Conservator of Forests,
Daman & Diu,
Daman.

Copy to:

1. All Head of Office , Daman and Diu.
2. The NIC , Daman and Diu with a request to publish in website of Daman& Diu.
3. The Field Publicity Officer, Daman with a request to arrange to publish the above notice in local leading news paper (one Gujarati and one Hindi) as an advertisement as per the approved rate, and forward the bills in duplicate duly countersigned to this office for payment.

**SCHEDULE OF ITEMS WITH
SPECIFICATIONS/CONFIGURATIONS AND QUANTITIES.**

Sl. No	Description of Item	Unit	Unit price	Amount
1.	<u>ARC GIS Arc Info Ver 9.3 Software</u>	01		

Note:

1. Warranty certificates of the above materials to be supplied with Software.
2. In case there is a discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price will be corrected.
3. Place of delivery of the stores: Office of the Deputy Conservator of Forests, Daman.
4. Original catalogue/detailed specifications of the item

ADMINISTRATION OF DAMAN & DIU (U.T)
OFFICE OF THE DEPUTY CONSERVATOR OF FORESTS,
FOREST DEPARTMENT,
FORT AREA,
MOTI DAMAN.

Terms & Conditions :-

Terms and conditions for supply of Softwares for Forest Department, Daman.

Tender No. DCF/DMN/IFPS/2003-04/650

Dated: - 13 /02/2009.

1. The rates quoted should be strictly for free delivery at F.O.R Forest Department, Daman and will be valid and operative for supply order issued within three months from the date of invitation of tenders.
2. The rates quoted should be inclusive of all taxes as applicable. No extra taxes will be given.
3. The rates should be quoted in the prescribed form only.
4. All Taxes/Duties/Royalties charges payable on the Sales/Transport etc. within and/or outside the State shall be payable by the supplier.
5. No extra charges for packaging, forwarding and insurance etc. will be paid on the rates quoted.
6. The rates should be quoted only for the items specified in the list of requirements and should be for the items of given specifications conform to the standard (s) requirements of the given specification/mark/manufactures.
7. Rates quoted for items other than required specifications/Mark! Manufacture may not be considered. However indigenous manufacturers may quote their own makes provided.
8. Where this office does not specify Specifications/Mark/Manufacture, the rate should be quoted only for the first class and standard quality.
9. The decision of the Tender Inviting Officer for acceptance/rejection of supplied including the decision for equivalent specifications, standard and quality etc. of stores shall be final.
10. The tenderer should send in advance or enclose along-with tender an amount of Rs 24000/- as Earnest Money Deposit (EMD)t by drawing a demand draft on any scheduled Bank at Daman in favour of the officer inviting tenders. Tenders received without Earnest Money Deposit will be summarily rejected.
11. The amount of earnest money paid by the tenderer (s) whose tender are not accepted will be refunded to them by Cheque or demand draft as may be refunded to the Tender Inviting Officer.
12. Only on satisfactory completion of the supplies ordered for and on payment of all bills of the supplier, as to be admitted for payment, the amount of security deposit / earnest money deposit will be refunded after expiry of guarantee period if any, or any such date / period as may be mutually agreed upon.
13. The Head of Office will consider extension of the time for remitting the security deposit as demanded. However, in case of denial to consider such extension the supplier is bound to abide by the limit given and liable to make good any loss to the government on account of his failure to abide by the time limit.
14. . (a) Railway receipt or other transport document should be drawn in favour of the

Officer Inviting tender.

- (b) Railway receipt or other transport document should not be sent by V.P.P or through any Bank as this being a Government office it is not possible to clear cash demands of post office! Bank for delivery of B.R or other transport documents unless we have agreed to it as a special arrangements.
 - (c) Railway receipt or transport documents should be sent to this office by registered post immediately on dispatch of goods from dispatching end.
15. The supplies of store equipments etc. of inferior quality / standard or of different specifications other than that ordered/specified on/or incomplete or damaged articles will not be accepted The supplier will have to replace the same at his own cost and risk on intimation of non-acceptance. However if no communication is received within 15 days from the date of communication. The Tender Inviting Officer will not be responsible for any damage, loss etc. of such rejected articles.
 16. In case, failure to replace the unaccepted & rejected articles from supplies made as mentioned in the conditions, the loss undergone by the government will be recovered from the suppliers earnest money or payment due of any bill (s) to the extent required.
 17. In case of failure to supply the .store Machinery & equipments etc. ordered for, as per conditions and within the stipulated time, the same articles will be obtained, if required, from the tenderer who has offered next higher rates or from any other source, as may be decided by the Tender Inviting Officer and loss to Government on account of such purchase (s) shall be recovered from the former suppliers earnest money or bills payable. The suppliers shall have no any right dispute with such procedure.
 18. Extension of time limit for supplies may be considered by the Tender Inviting Officer up to 50% of the original stipulated time for supplies. The extension so granted may be with levy of compensation for delay in execution of supply order up to 5% of the cost of supplies ordered provided such request is made well in time depending upon the circumstances no such decision in the matter will be final.
 19. Demurrage charges paid by the Tender Inviting Officer, on account of delayed receipt of dispatch documents/ intimation will be recovered from the bills payable to the supplier.
 20. (a) The supplier (s) of the stores/items shall have to supply spare parts as and when required on an agreed basis i.e. on agreed discount on the published cataloged/list prices for an agreed period.
 - (b) The supplier (s) shall give adequate advance notice before any spare parts goes out of production to enable the Tender Inviting Officer to order for spare parts required one lot for the life time of respective items.
 - (c) If mutually agreed to the supplier (s) shall make available the blue print drawing etc. of the spares if and when required in connection with main equipments.
 21. If at any time after the order for supply of Machinery/store equipments the Tender Inviting Officer shall for any reason whatsoever not require the whole or part of the quantity thereof as specified in the order the Tender Inviting Officer shall give notice in writing of the fact of the supplier(s) who shall have no claim to any payment of compensation whatsoever on account of any profit or advantage which the supplier(s) might have been derive from supply of articles in full but which did not derive in consequence of the full quantity of articles not have been purchased any alteration have been made in the original instructions which shall involve any curtailment of the supply original contemplated.
 22. The Earnest Money Deposit paid by the tender earlier against any tender(s) for supply order(s) is/are not adjustable with Earnest Money Deposit required by these conditions.
 23. All bills should be in duplicate and should invariably be mentioned the number and date of supply order.
 24. All bills should be pre-receipted on a revenue stamp of proper value. Bills which are

not pre-receipted on revenue stamp will not be accepted for payment.

25. Each bills in which Sales tax is charged must contain the following certificate on the body of the bill "Certified" that the goods on which Sales Tax /VAT/Service tax has been charged have not been exempted under the C.S.T/VAT Act or the rules made there under and the amount charged on account of Sales Tax on these goods is not more than what is payable under the provision of relevant act of the rules made there under.
 26. The tenders will be opened in presence of tenderers or their representatives. If any, present in the office of the Tender Inviting Officer.
 27. The right to accept or reject without assigning any reasons and or all tenders in part or whole is reserved with the Tender Inviting Officer and his decision(s) on all matters relating to acceptance or rejection of the tenders as a whole or in part will be final and binding to all.
 28. The tender offers received which do not confirm with the terms and conditions of this office will be summarily rejected. However if any firm desires to consider exemption from payment of earnest money deposit certified copies of it's registration with D.G.S&D for specific items should be attached with their tender.
 29. If the tenderer whose tender/ quotation is accepted fails to execute the supply order within stipulated time, the Earnest Money Deposit of such tenderer will stand forfeited to the Government.
 30. In case the supplier does not execute the supply order in the full placed with him, the E.M.D. of the supplier will be forfeited to the Government and the contract for the supply shall stand terminated with no further liabilities on either party to the contract.
 31. No separate agreement will be required to be signed by the successful tenderer(s) for the purchase of the contract for supply. Rates tenderer/offered in the response to the concerned Tender/ Quotation Notice shall be considered as acceptance of all above terms and conditions for supply for all legal purpose.
 32. The bidders provide in formation, as per the enclosed specification details duly signed by him.
 33. The bidder should also enclose copy of its. supply order to any Central Government/State Government Undertaking, if the same is available with him.
 34. If the supply of equipments are not satisfactory or as per specification given in the tender, the same will be rejected by the Tender Inviting Officer and same will have to be replaced by the supplier at his own cost & risk
 35. The supply of equipments should be completed within 01 month from the date of work order/supply order.
 36. The tendering firm must be registered with the Sales Tax/ VAT Dept. and a copy of their registration under the Sales Tax/VAT bearing the TIN Number be provided, besides the Latest Sales Tax/VAT Clearance Certificate
 37. The tendering firm will deposit the papers regarding experience supplying items during the last three years for the above item/work, if any.
 38. No advance payment will be made and no request for increase in the rates will be entertained during the period of supply.
 39. All the firms participating in the Tender must submit a list of their owners/partners etc. along with their contact telephone Nos. and a Certificate to the effect that the firm is not blacklisted by any Govt. Department nor any Criminal Case is registered against the firm or its owner or partners anywhere in India.
 40. Bidders should not be permitted to alter or modify their bids after expiry of the deadline for receipt of bids.
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