

No.GHS(EM)ND/DMN/S.T.Ten/2011-12/ 449  
U.T. Administration of Daman & Diu  
Office of the Head Master  
Govt. High School (English Medium)  
Nani Daman

Dated: 24/02/2012

**SHORT TERM TENDER NOTICE**

Sealed rate Limited Tenders are hereby invited by the undersigned on behalf of the President of India from the interested/reliable supplier/manufactures/authorized dealers towards purchase of **Water Cooler, DVD Player, Speaker, Amplifier, Mike with Stand, Class Room Green Board, Library Cupboard, Laboratory Steel Racks, Computer Table, Staff Table and Office Chair** for Government High School (English Medium), Nani Daman – 396 210 so as to reach by Registered Post/Courier/Hand Deliver on or **before 02.03.2012 upto 10:00hrs.**

The blank Tender Schedule along with the terms and conditions can be obtained from the Office of the Undersigned during the office hours 07:30am to 12:30pm from the date of publish of this tender till 01.03.2012 on payment of Tender fee of ₹.100/- (One Hundred Only) in cash (Non Refundable) on production of application with valid true copy of Sale Tax and Central Sale Tax Registration, EMD of ₹.8,000/- (Rupees Eight Thousand Only) should drawn in the form FDR of any schedule bank in favor of the undersigned, should be attached with Sealed Tender. The tender Form/Schedule is also available on the Website Address: [www.daman.nic.in](http://www.daman.nic.in) but such Tender should also reach to the undersigned in the manner indicated as above along with tender fee. Without EMD, the tender will be summarily rejected.

The Head Master, Government High School (English Medium), Nani Daman – 396 210, reserves the right to accept / reject any or all Tenders without assigning any reason.



**[B. Kannan]**  
Head Master  
GHS (EM) Nani Daman

**Signature of the Tenderers**

**Name** :  
**Address** :  
**Dated** :

To,

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Copy to:-

1. The DIO, NIC, Daman with a request to display the above notice in the website for wide publication.
2. All the Head of Offices of Daman District for wide publicity.
3. Office Copy / Notice Board.

**List of SUPPLY OF WATER COOLER, DVD PLAYER, SPEAKER AND FURNITURE i.e.  
LIBRARY STEEL CUPBOARD, STAFF ROOM TABLE, CHAIR, CLASS ROOM GLASS  
GREEN BOARD, LABORATORY STEEL CUPBOARD WITH GLASS DOOR,  
LABORATORY STEEL RACKS AND COMPUTER TABLE.**

Sr. No.	Item	Quantity	Rate per Unit
1	<b>Water Cooler</b> Big superior quality 25 ltrs. Capacity (SS tank)	01	
2	<b>DVD Player</b> (5.1 channel with DivX Ultra) Play CD/(S)VCD/DVD/DVD+-/R/RW, DivX, MP3/WMA/JPEG USB Media Link for media playback USB flash drives DTS digital	01	
3	<b>Speaker</b> Input Power: 200 wt RMS Freq. Resp: 50-15000Hz Nominal imp: 8Ω	01 Pair	
4	<b>Amplifier</b> Power Input: 200 Wt RMS Input Channels: Mic: 5xMic0.65mV/4.7 Ω Aux: 1xAux 50mV/470 Ω Stereo L/R 200mV/100k Ω, L/R 1V/50k Ω Freq. Resp: 50-15000Hz Signal to Noise Ratio: 60dB Speaker output: 4 Ω, 8 Ω, 16 Ω, 70V & 100 V	01	
5	<b>Mike with Stand</b> Cordless Mike Freq. Resp. 50-15000Hz Impedence: 600Ω Sensitivity: 2.5mV/Pa Floor Mike Stand 920-1500 mm, Base dim:230mm	02	
6	<b>Class Room Glass Green Board</b> Size: 8ft X 4ft Glass Thickness: 8mm Wooden Frame Thickness: 5"	06	
7	<b>Library Steel cupboard with Glass Door</b> Size: 72" x 36" x18"	03	
8	<b>Laboratory Steel Racks with Glass Door</b> Size: 72" x 36" x18"	03	
9	<b>Computer Table</b> Wooden Made Size: 4' x 2' x 2.5'	01	
10	<b>Staff Room Table</b> Wooden Make Size: 6" X 4" x 2.5"	02	
11	<b>Chair</b> Non Revolving with Steel Frame.	20	

**U. T. ADMINISTRATION OF DAMAN & DIU**  
**OFFICE OF THE HEAD MASTER**  
**GOVT. HIGH SCHOOL (EM), NANI DAMAN**

Terms & conditions for Supply of Water Cooler, DVD Player, Speaker and Furniture i.e. Library Steel Cupboard, Staff Room Table, Chair, Class room glass green board, Laboratory Steel Cupboard with Glass Door, Laboratory Steel Racks and Computer Table for Govt. High School (EM), Nani Daman for the year 2011-12.

**Tender Notice:-No. GHS (EM)/ND/DMN/S.T.Ten/2011-12/452**

**Dated :24/02/2012.**

The Head Master, Government High School (English Medium), Nani, Daman intends to Supply of Water Cooler, DVD Player, Speaker and Furniture i.e. Library Steel Cupboard, Staff Room Table, Chair, Class room glass green board, Laboratory Steel Cupboard with Glass Door, Laboratory Steel Racks and Computer Table for Govt. High School (EM), Nani Daman for the year 2011-12.

1. **Eligibility**
  - (1) The Tenderer should be registered under Sales Tax/VAT
  - (2) The Tenderer should be manufacturer/authorized dealer of the items tendered for in last three years.
  - (3) The balance sheet certified by chartered accountant showing G.T.O of more than Rs.10.00 (Rupees Ten lakhs) during each of the last three years .
2. The tender form along with terms and conditions can be obtained from the Office of Head Master, Govt. High School (EM), Nani Daman on payment of Rs.100/- cash (non-refundable).
3. Completed tender form should contain the following documents/certificates.
  - (1) Income Tax Clearance Certificate along with copies of returns of last three years.
  - (2) Sales Tax / VAT Registration Certificate.
  - (3) Proof of manufacturing/dealership of the items tendered for.
  - (4) Proof of GTO being more than Rs.10.00 (Rupees Ten lakhs) during each of the last three financial years for supply of above items.
  - (5) In case, there is a small scale Industry, there should be a proof of registration.
4. The Earnest Money Deposit (EMD) of Rs.8,000/- is payable in form of Demand Draft issued by Scheduled Bank in favour of **Head Master, Government High School (English Medium), Nani Daman** Tender received without Earnest Money Deposit will be treated as invalid.
5. Tenderer should also furnish the details of nature of constitution of their firm/ names & addresses of the proprietor / partners /directors and also the details of sister concerns if any.
6. Only Sales Tax/VAT will be paid on the items on which it is chargeable under the Central Sales Tax Act/ VAT Act or the Rules made there under.



7. The rate(s) quoted should be strictly for free delivery at F.O.R. O/o the Head Master, Government High School (English Medium), Nani Daman will be valid and operative for supply order issued.
8. The rates should be quoted inclusive of all taxes, installation & commissioning charges etc.

9. **DOCUMENTS TO BE SUBMITTED ALONGWITH TENDER.**

(i) Tender fee coupon or Demand draft of requisite amount in favour of Head Master, Government High School (English Medium), Nani Daman .

(ii) Vetted/Self certificate Performance Reports.

(iii) All documents mentioned in Para 3,4 & 5 above.

(iv) Terms and condition duly signed by the tenderer.

(V) Compliance to technical specifications :-

The Compliance statement should be submitted in the following formats:

Para No.	Specifications as per T. E.	Specifications offered	Compliance (Yes/No)	In case of non-compliance, deviation from T.E. Specification in unambiguous terms

10. Except C.S.T., all other Taxes/Duties/Royalties Charges payable on the sales/Transport etc. within and/or outside the state shall be payable by the supplier.
11. No extra charges for packing, forwarding and insurance etc. will be paid in addition to the rates quoted.
12. The rates should be quoted only for the items specified in the list of requirement and should be for the items of given special make / manufacture.
13. Rates quoted for items other than the required specification/make/manufacture may not be considered. However, indigenous manufactures may quote their own makes provided the specifications confirm to the standard(s)/requirements of the given specifications/make/manufacture.
14. Where specifications/make/manufacture is not specified by this office, the rates should be quoted only for the standard quality.
15. The tender should be neatly typed only on letterhead carry the name of supplier and the signature of the tenderer. No overwriting, correction or erasing will be considered.
16. The decision of the Head Master, Government High School (English Medium), Nani Daman for acceptance/rejection of any articles supplied including the decision for equivalent specifications, standard and quality etc. of articles shall be final.
17. The Tender Committee will open the Tenders in presence of tenderers or their representatives, if any present in the Office of the Head Master, Government High School (English Medium), Nani Daman.
18. Head Master, Government High School (English Medium), Nani Daman will be at liberty to accept the tender for the entire quantity or the part thereof at the rates submitted by the Tenderer or at reduced rate during the negotiations if any.
19. Rates tendered/offered in response to the concerned Tender Notice by the successful bidder shall be considered as acceptance of all above terms and conditions for supply for all legal purpose.
20. The successful tenderer will be given supply order by the department for supply of specified items within 15 days of receipt of the supply order.

21. The amount of Earnest Money Deposit paid by the Tenderer(s) whose tenders are not accepted will be refunded to them.
22. No advance payment will be made in any circumstances.
23. Extensions of time limit for supplies shall be considered by the Head Master, Government High School (English Medium), Nani Daman maximum up to one month of issue of supply order. 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 for at the discretion of the authority competent to grant extension of time limit provided such request is made well in time, depending upon the circumstances and such decision in the matter will be final.
24. Demurrage charges paid by the Head Master, Government High School (English Medium), Nani Daman on account of late receipt of dispatch documents intimation will be recovered from the bills payable to the supplier.
25. The supplies of Furniture of inferior sub standard quality or of different specifications, brand, manufacturer etc. other than that ordered specified and/or incomplete or broken articles will not be accepted. The supplier will have to replace the same at his own cost and risk. Intimation of non-acceptance of any stores Items and equipment etc. will be sent to the supplier within 10 days from the date of receipt of the stores and the same will be returned to the supplier at his own cost and risk within 15 days from the date of dispatch of intimation of the non-acceptance. However, if the replaced supplies are not received within 15 days from the date of communication the Head Master, Government High School (English Medium), Nani, Daman will not be responsible for any damage, loss etc. of such rejected articles.
26. If at any time after the order for supply of Supply of Furniture i.e. Plastic Chair, Computer Chair, Steel Cupboard, Office Table and Table Glass, the Head Master, GHS, Nani Daman shall for any reason whatsoever not require the whole or part of the quantity thereof as specified in the order the Asstt. Directorate of Education, shall give notice in writing of the fact to the supplier(s) who shall have no claim to any payment of compensation what so ever on account of any profit or advantage which the supplier(s) might have derived from the supply of articles in full, but which did not derive in consequence of the full quantity of articles not having been purchased, nor shall have any claim for compensation due to any alterations having been made in the original instructions which shall invoice any curtailment of the supply originally contemplated.
27. Termination of agreement
  - (a) In case of failure to replace the accepted and rejected articles from supplies made, as mentioned in the conditions, the loss suffered by the Government will be recovered from the supplier's Security Deposit or payment of any bill(s) to the extent required.
  - (b) In case of failure to supply the store, items and equipment etc. ordered for, as per conditions and within the stipulated time, the same articles will be obtained from the other Tenderer who offered next higher rates or from any other sources, as may be decided by the Asstt. Directorate of Education and the loss to the Government on account of such purchases(s) shall be recovered from the former supplier's Security Deposit/Earnest Money or amount of bill payable. The suppliers shall have no right to dispute with this procedure.
28. The Earnest Money(s)/Security Deposit(s) paid by the tender(s) earlier against any tender(s) or supply order(s) is/are not adjustable with Earnest Money or Security Deposit required as per conditions of this tender.

29. All bills should be in DUPLICATE and should invariable mention the number and date of supply order.
30. All bills for amount above Rs.5000/- should be pre-receipted on a Revenue Stamp of proper value.
31. Each bill in which Value Aided Tax is charged must contain the following certificate on the body of the bill.  
"CERTIFIED that the goods on which Value Aided Tax has been charged have not been exempted under the Central Sale Tax Act or the Rules made there under and the amount charged on account of Value Aided Tax on these goods is not more than what is payable under the provisions of relevant Act or Rules made there under"
32. In respect of any dispute given rise to the legal proceedings between the parties, the courts at Daman shall alone have the jurisdiction
33. The tender will be accepted by hand/Post/Couriers during working hours up to 02/03/2012 10.00 hrs. and opened on same day at 10.30 hrs. if possible in the office of the Head Master, Government High School (English Medium), Nani Daman, in the presence of the Tender committee and Tenderer(s) or their representative(s), if present.



Head Master,  
Govt. High School (EM),  
Nani Daman.

THE ABOVE CONDITIONS ARE ACCEPTED AND ARE BINDING TO ME/US.

(Signature of Supplier/Tenderer)  
Date & Rubber Stamp.