

UT Administration of Daman & Diu
Office of the Dy. Superintendent of Police,
Police Head Quarter, Dunetha
Daman – 396 210
(Police Department)

No. /DSPHQ/DMN/GNL/Office Furniture item/2016/ Dated: - 30/12/2016
2190 54525)

E –TENDER NOTICE (ON-LINE)

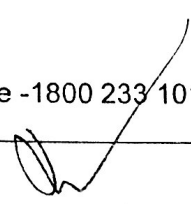
Sealed e-Tender(s) are hereby invites on behalf of the President of India from eligible bidders for the supply, of office furniture items to the Police Department of Daman & Diu at Police Head Quarters, Dunetha, Daman. The online e-tender(s) are invited through the website <http://nprocure.com>.

Tender methodology proposed to be adopted by the Police Department of Daman & Diu will be "TWO Bid systems" i.e. **Technical Bid and Commercial Bid** with Technical bid containing prequalification.

Those Manufacturer/ Authorized Dealers/ Suppliers/firm found fit, in preliminary checking about submission of Tender fee, E.M.D and other relevant document their technical bid will be opened. Commercial bid will be opened, only of those Manufacturer/ Authorized Dealers/ Suppliers/firm, who qualify in the technical bid. E-Tender Notice also available on <http://nprocure.com> , <http://daman.nic.in>, and <http://ddpolice.gov.in>

Sr. No.	Name of Work	EMD (Earnest Money Deposit)	Tender Fees (Non-Refundable)	Approximate Estimated Cost
1.	Procurement of Furniture items	Rs. 26875/- (Twenty Six Thousand Eight Hundred Seventy Five)	Rs. 500/- (five Hundred)	Rs. 10,75,000/- (Ten Lakhs Seventy Five Thousand)
2.	Start downloading of e-Tender form from website of http://nprocure.com (The e-tender document available only in electronic format which bidder can download)			2 nd January, 2017 ;
3	Last date for online submission of e-tender with scanned copies of tender fee in form of Cheque/DD, EMD in form of FDR and other relevant document mentioned tender document.			22 nd January, 2017
4	Last date for physical submission of uploaded tender documents at PHQ, Daman.			22 nd January, 2017
5	Last date for seeking clarification			18 th January , 2017
6	Bid Validity			180 Days
7	Opening of Technical Bid: - The date of the technical bid evaluation will be intimated to the bidders at their email addresses or telephonically.			
8	Price/Commercial Bids: - The Price/Commercial Bids of the bidders qualifying the technical bid will only be opened, the date of which will be intimated in due			

	course to technically short listed/qualified bidders at their email addresses or telephonically.	
9	Address for submission of physical Bids	O/o The Dy. Superintendent of Police, Police Head Quarters, Airport road, Dunetha, Nani Daman, Daman – 396 210
10	Electronically uploading and physical submission mandatory documents 1) Tender fees in form of Cheque/DD, 2) EMD in form of FDR in favour of DIGP, DD, 3) Valid copy of Sales Tax, and Central Sale Tax, registration number with certificate of manufacturer/ supplier, 4) PAN Card, 5) Details of completed similar type of work, 6) Duly signed tender form, 7) Agreement, 8) schedule and terms & condition, 9) Previous years turnover of the firm, 10) Bank account details along with Branch name & code, Account Type, IFSC, MICR code of the Bank, 11) Certificate to the effect that the firm is not blacklisted by any govt. Department nor any criminal case is registered, These documents are mandatory document required to be uploaded and RPAD/Speed Post / Courier or in person, shall also submit hard copy of the above-mentioned documents to the tender inviting authority, however, tender inviting authority shall not be responsible for any postal delay. The said documents shall be submitted on or before 22 nd January 2017, 1500 hours in the office of the undersigned mentioned above at Sr. No. 9.	
11	The Purchase Committee reserves the right to accept/ reject any or all or part tenders without assigning any reasons thereof.	
12	The Technical Bid shall contain technical specifications; EMD, Tender fee and other relevant documents mentioned in above at Sr. 10 and kept in an envelope duly super scribed as " Technical Bid " for office Furniture Item. " The Technical Bid should be sealed and super scribed with Name of the work & tender notice no. and due date. The bidders may submit bids duly signed in their own letterheads	
13	Bidders have to submit the Commercial / Price Bid in Electronic format only on website http://nprocure.com within prescribed date & time. Price bid in Physical format shall not be accepted in any case.	
14	The price bid shall be opened of those firms / agencies who qualify in technical bid. The offers received without mandatory documents, without EMD and tender fee will be rejected.	
15	The original Tender fees (non Refundable) in form of Cheque/DD and original EMD in form of FDR should be posted/couriered/given in person along with technical bid cover along with the above mandatory documents. Scanned copy of the instrument must be uploaded on http://nprocure.com as part of the offer.	
16	The support is available for all bidder's, if bidder's while submitting the bids encountered technical or any other issues, support to resolves the same is available from n) Code Solution- A Division, GNFC Ltd" on the below mention address. (n) Code Solution- A Division, GNFC Ltd." 403, GNFC Info Tower, Bodakdev, Ahmedabad- 380 054 Gujarat (India) E-mail: nprocure@gnvfc.net Fax No. 079-26857321, Tele : 079- 2685 7316- 18, Toll Free -1800 233 1010 Website: www.nprocure.com	


Dy. Supdt of Police,
 Police Head Quarters,
 Dunetha – Daman
 396 210
 With Seal

Copy to:-

1. The District Informatics Officer (NIC) Daman for Publishing on <http://daman.nic.in> website.
2. All Head of Office, Daman (U.T.) for wide publicity
3. Copy to all required Firms/ agencies/ manufactures for information and necessary action.
4. Daman Police website <http://ddpolice.gov.in> for Publishing, please
5. SIO NIC

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Daman – 396 210
(Police Department)

General Terms and conditions


(These terms and conditions are generic in nature, which have been mentioned for the knowledge of the bidders and bidders are advised to read carefully before submitting their bid(s))

No. **/DSPHQ/DMN/GNL/Office Furniture item/2016/** Dated: - **/12/2016**

1. Bidders have to submit the **Commercial / Price Bid** in Electronic format only on website <http://nprocure.com> within prescribed date & time. **Price bid in Physical format shall not be accepted in any case.**
2. The envelope containing physical tender should be super scribed the word "Tender for the Supply of **Office Furniture item**".
3. The commercial /price bid shall includes all levies/ taxes like Service tax, VAT, Sales Tax, Transportation, Customs, Excise, traveling charges, support service during warranty etc. All other Taxes/Duties/Royalties charges payable on the Sale/Transport etc. within and/or outside the State/UT, of Supplier shall be payable by the supplier. No extra charges for packaging, forwarding and insurance etc. will be paid on the rates quoted in the commercial /price bid.
4. All **Office Furniture item** should be free delivered within Four (04) weeks from the date of supply order at Police Head Quarters, Daman.
5. The Purchase Committee of Police Department, reserves the right to accept or reject any Bid, or all Bids at any time prior to placing of purchase order without informing any reason/ ground(s).
6. The Purchase Committee of Police Department may, at its sole discretion, waive any minor infirmity, nonconformity in a Bid which does not constitute a material deviation, provided such a waiver does not prejudice or affect the relative ranking of any Bidder.
7. The Bidder is expected to examine all instructions, forms, terms and specification in the Bidding document. Failure to furnish all required information may result in the rejection of its Bid.
8. The bid should be quoted only for the items specified in the schedule list of requirements and should be for the **Office Furniture items** of given specifications confirm to the standard(s) requirements of the given specification/mark.
9. Rates quoted for items other than required technical specifications/mark mentioned in the schedule, will not be considered. However indigenous manufacturers may quote their own makes provided that the technical specification confirmed to the standard(s)/requirement(s) of the given specification / mark.
10. Where this office does not specify name of the company/mark and rate should be quoted only for the first class and standard quality.
11. The supplied **office furniture item** should be supported for a minimum period of

- one year warranty period.** Providing of warranty will be sole responsibility of the successful Bidder's.
12. All participating bidder(s) should send in advance or enclose Earnest Money Deposit along-with physical tender for an amount of Rs 26875/- by drawing a Fixed Deposit Receipt (FDR) on any scheduled Bank, in favour of DIGP, DD, Daman. *Tenders received without Earnest Money Deposit and Tender fee will be summarily rejected.*
 13. The successful bidder will have to furnish an unconditional Performance Guarantee of an amount equivalent to 10% of contract value. The performance guarantee to be submitted within 15 days after acceptance of supply order.
 14. The amount of Performance Guarantee / Earnest Money deposits will be refunded after expiry of guarantee period if any, or any such date / period as may be mutually agreed upon.
 15. The E.M.D. Deposited by the bidder(s) will be returned to bidder(s), whose tender are not accepted.
 16. The amount of Performance Guarantee / Earnest Money Deposit will be refunded after expiry of guarantee period if any, or any such date / period as may be mutually agreed upon or whenever Purchase committee deemed fit.
 17. The Earnest Money Deposits paid by the bidder against any other tender(s) is/are not adjustable with this tender.
 18. No interest will be payable on this amount The EMD shall also stand forfeited in the event of premature withdrawal of the tender(s) by any of the bidder(s).
 19. The Purchase Committee will consider extension of the time for remitting the Performance Security Deposit as demanded. However, in case of denial to consider such extension, the successful bidder is bound and abides by the limit given.
 20. The bidder must submit details of certificate, indicating his past experience in the execution of similar types of works with govt. or private agencies.
 21. **Office Furniture items** shall be supplied in a ready to use condition.
 22. The **Office Furniture items** supplied should strictly conform and exactly as per the technical specifications mentioned in the schedule and shall also confirm to the given specifications..
 23. The supplies of **Office Furniture items** of different technical specifications or size or specified or incomplete or damaged **Office Furniture items** will not be accepted.
 24. The supplier/ bidder will have to verify all the **Office Furniture items** within one week from the date of delivery in the presence of Police officials at Police Head Quarters, Daman.
 25. The supplier/ bidder will have to replace the same at his own cost and risk on intimation of non-acceptance of any **Office Furniture items**, then the goods will be sent to the supplier/ bidder within two weeks from the date of receipt in the stores and the same will have to be taken back by the suppliers at his own risk and cost.
 26. In case, failure to replace the unaccepted & rejected articles from supplies made by supplier/ bidder as mentioned in the conditions, the loss undergone by the government will be recovered from the supplier's/ bidder's Performance Security Deposit / Earnest Money or payment due of any bill(s) to the extent required.

27. In case of failure to supply of **Office Furniture items** ordered for, as per conditions and within the stipulated time period i.e 04 weeks, the same articles will be obtained, if required, from the bidder who has offered next higher rates (L2) or from any other source, as may be decided by the Purchase Committee and loss to Government on account of such purchase(s) shall be recovered from the former (L1) bidder's Performance Security Deposit / Earnest Money or bills payable. Such former (L1) bidder's shall have no any right to dispute with such procedure.
28. Extension of time limit for supplies may be considered by the Purchase Committee Daman provided that such request made well in time depending upon the circumstances and his decision in the matter will be final.
29. If any time after the order for supply of **Office Furniture items**, Purchase Committee shall for any reason what so ever not required the whole or part of the quantity where or has specified in the order the Purchase Committee, Daman shall give notice in writing of the facts to suppliers who shall have no claim to any payment/compensation, what so ever on account of any profit or advantages, with suppliers might have derived in consequence of the full quantity of the articles, not having been purchased nor shall have any claim for compensation by reason of any alteration having been made in the original instructions, which shall involve any curtailment of the supply as originally contemplated.
30. All bills should be in triplicate and should invariably be mentioned the number and date of supply order.
31. 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
32. 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.***
33. All the legal matter pertaining to this e-tender will be handled \ settled in Daman district jurisdiction only.
34. No Separate agreement will be required to be signed by the successful bidder for the purpose of the contract for supply **Office Furniture items** on the rates mentioned in the commercial / price bid by the bidder.
35. If there are any corrigendum/clarifications, this may be obtained online through the tender site, or through the contact details. Bidder should take into account the corrigendum published before submitting the bids online. .


Dy. Supdt of Police,
Police Head Quarters,
Dunetha – Daman
396 210

Agreement Form

[To be submitted along with Technical Bid]

Tender ID No:

To,
The Dy. Superintendent of Police,
Police Head Quarters,
Airport road, Nani Daman
Daman – 396 210

Sir

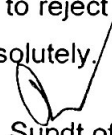
I/We the undersigned _____

hereby offer my/our rates as enclosed. I/We hereby unconditionally accept the terms & conditions attached with this tender and promise to supply the **Office Furniture items** at rates mentioned in the Commercial / Price bid.

The corrigendum(s) issued from time to time by your organisation too have all been taken into consideration, while submitting this agreement letter.

In case any provisions of this tender are found violated, then your organisation shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely.

Signature of the bidder
With Seal


Dy. Supdt of Police
Police Head Quarters,
Dunetha – Daman
396 210

Date: - /01/2017.


Note: This letter of agreement should be on the letterhead of the bidder i.e manufacturer/firm/dealer/agent and should be signed by a person competent and having the power of attorney to bind the manufacturer. It should be included by the bidder in its bid.

ANNEXURE - A

TECHNICAL SPECIFICATIONS FOR FURNITURE ITEMS

Sr. No.	Name of the furniture item	No. of furniture item required	Specification
1.	Steel Almirah	30 Nos.	Steel Almirah size 72" (H) x 35" (W) x 17" (D) manufactured from 22 gauge for body and 20 gauge for doors. The Almirah should have four shelves making five compartments of standard size. The doors of Almirah provided with stiffeners made of MS sheet spot welded to the doors. The Almirah equipped with a special three way bolting device with tongue-in groove inter locking mechanism with six lever lock. The handle made from a non ferrous metal alloy, chrome plated. The complete Almirah duly painted with synthetic enamel paint of approved grey colour in and outside. Steel Metal should be eight step powder coated having Anti Greasing and Anti Rust processing or better. Locks should be unpickable operable only by the original/SS keys supplied in duplicate.
2.	Computer Tables	21 Nos.	Semicircular shape structure made of 19mm/8mm first class ISI marked commercial board / ply supported edges panel all outside leaping on it 1mm decorative teak colored lamination in and outside, modestly fitted with round moldings / margin having sliding drawers size 18X12" inch on right side, below drawer one openable door with partition of ply on left side size 18 X18X12" inch with locking facility, keyboard tray 22X10" inch with locking facility, Shelves for CPU on the right side with a ply partition, Extra ply on the right side be fitted for using Mouse 10X12" Inch. Overall dimension of the Computer table 37 X 26 X 30".
3.	Computers Chairs	21 Nos.	Ergonomically designed revolving chair with armrests made of mixed material of nylon and P.P material with cushioned arms covered with best quality leather foam that suits all climatic conditions. Chair made of 18 gauge M.S. pipe frame with recovering of PU forms on 28 density light weight with smooth softness and top covering durable leather from in and outside fiber clothing. Deep stitching in double line with heavy duty sewing machine. Mechanism of the chair shall push back, high quality spring strength & fixing in nuts and bolts system, branded Hydraulic with 90Kg capacity. Base metal stand. The chat shall be well weld and nicely made. The chair Shall be having 3 to 4mm thickness highly smooth passing wheel, highly nylon mixed material. The seat of the chair shall support ISI marked ply / commercial board, foaming with PU forms stepping of 2mm deep in high branded adhesive use for foaming process, covering with leather foam in a perfect shape in the size of 19X19 inch. Overall Dimension overall Height 44" Inch, Seat Height from the floor 24" Inch, seating size 19"X18" inch.

4.	Office Tables	28 Nos.	Semicircular shape structure made, 19mm/8mm first class ISI marked commercial board / ply supported edges panel all outside, leaping on it 1mm decorative teak colored lamination in and outside, modestly fitted with round moldings / margin having sliding drawers, keyboard tray, Shelves, openable doors, locks etc. with locking facility, webbed glass on the top of the table. Overall dimension 60 X 36 X 30" inch.
5.	Office Chairs	28 Nos.	Ergonomically designed chair with armrests made of mixed material of nylon and P.P material with cushioned arms covered with best quality leather foam that suits all climatic conditions. Chair made of 18 gauge M.S. pipe frame with recovering of PU forms on 28 density light weight with smooth softness and top covering durable leather from in and outside fiber clothing. Deep stitching in double line with heavy duty sewing machine. Mechanism of the chair shall push back, high quality spring strength & fixing in nuts and bolts system, branded Hydraulic with 90Kg capacity. Base metal stand. The chair shall be well weld and nicely made. The chair shall be having 3 to 4mm thickness highly smooth passing wheel, highly nylon mixed material. The seat of the chair shall support ISI marked ply / commercial board, foaming with PU forms stepping of 2mm deep in high branded adhesive use for foaming process, covering with leather foam in a perfect shape in the size of 19X19 inch. Overall Dimension overall Height 44" inch, Seat Height from the floor 24" inch, seating size 19"X18" inch

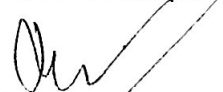

 Dy. Supdt of Police,
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 Dunetha – Daman
 396 210

SCHEDULE
ANNEXURE-B

**COMMERCIAL / PRICE SCHEDULE FOR SUPPLY OF OFFICE FURNITURE ITEMS
FOR THE POLICE DEPARTMENT OF DAMAN AND DIU (U.T.)**

Sr, No	Technical Specification of office Furniture items	Total No. of Quantity required	Rate per unit	Total Amount
6.	Steel Almirah	30 Nos.		
7.	Computer Tables	21 Nos.		
8.	Computers Chairs	21 Nos.		
9.	Office Tables	28 Nos.		
10.	Office Chairs	28 Nos.		

Signature of the Supplier's
With Seal


Dy. Supdt of Police
Police Head Quarters,
Dunetha – Daman
369 210

CHECK LIST

1. Earnest money of Rs. 26875/- in favour of DIGP/DD, Daman.
2. Tender fee Rs. 500/- either in form of DD or in form of cheque.
3. Sales tax/vat registration certificate along with tin number.
4. Latest sales tax/vat clearance certificate.
5. Documents relating to past experience in similar type of business.
6. A list of owner/partners of the firm and their contact telephone nos. Along with a certificate to the effect that the firm is not blacklisted by any govt. Department nor any criminal case is registered.
7. Any other relevant important information if any.
8. Copy of terms and conditions duly signed with seal of the company/firm/agency, in token of acceptance of terms and conditions.
9. **Commercial / price bid must be uploaded/submitted only on www.nprocure.com**

Sr.	Description	Answer
01	Has the agency registered with Sales Tax/ VAT Department and documents proof to this effect attached?	Yes / No
02	Has the agency enclosed PAN Card and Permanent Income Tax No. with the tender?	Yes / No
03	Has the agency deposited Bid E.M.D. of Rs. 28675/- ?	Yes / No
04	Has the agency attached the documentary proof of having exemption from EMD, in case of the agency exempted being register with DGS&D/NISC?	Yes / No
05	Has the agency accepted all the terms and condition of the tender documents and has attached an agreement in this regard?	Yes / No
06	Date of Birth of the Owner/Dealer/Manufacturer of the company/firm/agency	
07	Details of Aadhar Card No.	
07	Bank details as follows;	
Name of the Bank/ Branch		
Account No. of Bidder		
Type of Account		
IFSC Code of the Bank		
MICR Code of the Bank		

Signature of the bidder
With Seal.
