

**U.T. ADMINISTRATION OF DAMAN & DIU
OFFICE OF THE DY. SUPERINTENDENT OF POLICE
POLICE DEPARTMENT,
DAMAN & DIU,
DAMAN**

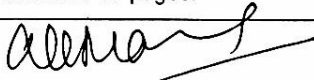
No. 26DSPHQ/GNL/PHQ/DMN/STQ/COMMANDO/UKA/2017 -18/493₉₅ Date: 24.05.2017

SHORT TERM QUOTATIONS
CHAPTER 1 of Rule 168 of GFR -- 2017 instructions to the Bidder

Sealed short term quotations are hereby invited from the Manufacturer/ Authorized Dealers/Suppliers on behalf of the President of India by the undersigned for procurement of **Uniform Kit Article for the trainees of Basic Commando Course** selected for imparting Basic Commando Training course of Police Department of Daman and Diu, Daman. Short term quotations Notice also available on <http://daman.nic.in> & <http://daman.nic.in>.

Sr. No.	Name of Work	EMD Rule – 170 of GFR (Earnest Money Deposit)	Approximate Estimated Cost
1.	Uniform Kit Article Commando Training	₹. 5000/- in form of Account Payee Demand Draft, Fixed Deposit ` Receipt, Banker's Cheque or Bank Guarantee from any of the Banks	₹. 2,50,000/-

❖ Downloading of Short Term Quotation from the websites of http://daman.nic.in & http://daman.nic.in	From 25/05/2017 from 16:00 hrs.
❖ Last date for submission of Short Term Quotation along with EMD and other relevant document mentioned below.	On or before 02/06/2017
❖ Bidders will have to submit their samples of all Uniform Kit Article mentioned in the schedule at Police Head Quarters; Daman without fail, <i>otherwise their Quotation will be summarily rejected</i> . Price bid will be opened of only those firms / manufacturer supplier, whose samples qualify in the. <u>The Price Bid of a particular sample will not be open which is rejected by the Purchase Committee.</u>	On or before 02/06/2017 up to 16:00 hrs
❖ Evaluation/ Scrutiny of Samples of Uniform Kit Article	On 02/06/2017
❖ Opening of Price/Commercial Bids	The Price/Commercial Bids of qualifying samples will only be opened, on 03/06/2017
Bid Validity	180 Days
Address for submission of physical Bids	O/o The Dy. Superintendent of Police, Police Head Quarters, Airport road, Dunetha, Nani Daman, Daman – 396 210
The purchase committee reserves the right to accept/ reject any or all or part quotation(s) without assigning any reasons thereof.	
The Short Term Quotations Notice along with all details including schedule and terms & conditions can be downloaded from the web site www.ddpolice.gov.in i.e. & www.daman.nic.in from 14/02/2017.	
Quotation document contains six Annexure – A, B, C, D, E and F and total 11 pages.	


**Dy. Superintendent of Police, (HQ)
Police Head Quarters,
Daman.**

Copy to:-

1. The District Informatics Officer (NIC) Daman for Publishing on website of UT Administration of Daman & Diu i.e on www.daman.nic.in.
2. All Head of Office, Daman (U.T.) for wide publicity
3. Copy to all Manufacturers or their authorized Distributors/Dealers/Firm dealing in **Uniform Kit Article**, for information and necessary action.
4. Copy to legal cell, Daman for publishing on www.ddpolice.gov.in website.

ADMINISTRATION OF DAMAN & DIU (U.T)
POLICE DEPARTMENT, DAMAN & DIU
DAMAN

TERMS AND CONDITIONS OF CONTRACT
CHAPTER 2 of Rule 168 of GFR – 2017

Quotation Notice *24/395* DSPHQ/GNL/PHQ/DMN/STQ/COMMANDO/UKA/2017 -18/ Dated: - /05/2017

1. The Short term Quotation should be super scribed the word "Short term Quotation for the Supply of *Uniforms Kit Articles to the Police Department Daman & Diu, Daman for the trainees of Basic Commando Course*".
2. As per instructions of the Govt., the tender/Short Term Quotation Notice has been published on the www.dddpolice.gov.in i.e. www.daman.nic.in.
3. The bidders are required to submit their bids to the office of the Short term Quotation Inviting Authority, at Police Head Quarters, Nani Daman before the stipulated date & time.
4. Samples will be evaluated / scrutinized at 1100 Hrs. on 02/06/2017 in the Chamber of the Deputy Superintendent of Police, (HQ), Airport road, Dunehta, Daman. The bidders or their authorized representatives may be present, if they so desire. In case the due date is declared holiday or any other reason, the next date will be intimated through telephonically or by email in due course of time.
5. **Only sales tax/VAT payee agencies are eligible to fill this Quotation.** Interested agencies shall quote their Sales Tax/Tin Number of VAT in their quotation and also attach legible documentary proof of having registered with Sales Tax/VAT/GST department for such store/items etc.
6. The legible copy of latest/current receipt for depositing Sales Tax/VAT Return to Sales Tax/VAT department in the language of English/Hindi must be attached with quotations.
7. All the firms submitting the quotation must attach an Undertaking to the effect that the firm is neither blacklisted by any Govt. Department nor any Criminal Case is registered against the firm or its owner or partners anywhere in India be attached with technical bid.
8. Only authorized representatives will be allowed to attend the meeting of the Purchase Committee. They should also bring Letter-Head of the firm with an undertaking that any decision/negotiation taken by them would be accepted by firm.
9. No representative shall be allowed to attend the meeting of the Purchase Committee on behalf of more than one firm. The representative, who is deputed to attend the meeting, should be Director or Partner or Owner or an employee of firm bearing an authority letter, whose specimen signatures should attested by the firm's authorized signatory having seal of the firm.
10. The Participating firms/bidder must send original Earnest Money Deposit (EMD) as asked for with their bid, as per Rule – 170 of GFR 2017. **Quotations without E.M.D. will be rejected straightway.** The E.M.D. shall be in form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the

Banks drawn in favour of DIGP Daman & Diu, Daman payable at Daman. No interest will be given on E.M.D. The bid security is normally to remain valid for a period of forty-five days beyond the final bid validity period. The original DD/FDR/BG i.e. EMD shall be submitted by the bidder along with the bid.

11. Bid securities of the unsuccessful bidders should be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the contract.

12. The firms registered with Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organization for the item(s) which are to be procured, are exempted from deposition of Earnest Money. They have to attach the legible copy of valid registration document/exemption certificate with the bid.

13. The price must be quoted as per Proforma of Price Schedule Annexure-B inclusive of all taxes. Nothing over and above the quoted price would be payable to the successful bidder. The participating firm must quote the price both in words as well as in figures. Any over writing/cutting etc. render the quotations as invalid. The option in the rates will not be entertained and the quotation will be rejected straightway.

14. Participating firm would not be permitted to alter or modify their bids after expiry of the deadline for receipt of Bid.

15. The firm whose rates are accepted will have to deposit 10% of the total cost of the item as **Performance Security as per rule – 171 of GFR 2017** in the shape of an Account Payee Demand Draft/Bank Guarantee/FDR from any of the Commercial Bank in an acceptable form in favour of DIGP Daman & Diu, Daman payable at Daman within 07 days from placing supply order. **Performance Security** shall bear no interest. **Performance Security** should be valid for a period of 60 days beyond the completion of all contractual obligations by the supplier including Warranty/ Guarantee period etc. Bid security should be refunded to the successful bidder on receipt of Performance Security.

16. The purchase committee 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 and abides by the limit given.

17. In case successful bidder fails to deposit the Security Money within 07 days from the date of receipt of letter, the E.M.D. of the firm will be forfeited in favour of department and action will be initiated to blacklist the firm.

18. In case, the firm fails to supply the items within the delivery period, **liquidated damage (L.D.)** charges will be charged @ 0.5% (half percent) of total cost per week (07 days) of the item, which may be charged maximum upto the limit of 10%. Besides, action will be initiated to blacklist the firm and forfeiture of its Performance Security Money.

19. If the supply is found inferior to the sample approved by the **Purchase/Technical Committee**, the consignment will be rejected. The supplier will have to take back the consignment at his own cost and replace it within fresh stock as per approved samples within 15 days. In case the supplier fails to give the supply or to replace as per

approved sample, the Performance Security will be forfeited as well as action for blacklisting can also be taken prior to taking any legal action.

20. The purchase committee, in order to satisfy itself can order on the spot enquiry to verify the soundness & capability of the item and any other information given by the participating firms.

21. The Bid shall remain valid for **six calendar months** from the date of opening of the tender.

22. The rates will be F.O.R. (Freight on Road) at Daman Police Head Quarters, Airport Road, Nani Daman Daman – 396 210. No extra charges for packaging, forwarding and insurance etc. will be paid on the rates quoted.

23. In case of failure to Uniform & Kit Article 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 (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 supplier's security deposit / earnest money or bills payable. The suppliers shall have no any right to dispute with such procedure.

24. The quantity of the items mentioned in the Quotation notice can be increased or decreased, at any stage till the delivery of consignment is completed.

25. The payment will be made after receipt/final acceptance of goods in good condition as per prescribed specification. No advance payment will be made. Under no circumstances, sub-standard material will be accepted.

26. The payment will be made depending upon the availability/release of funds by the Govt. and the agencies/contractors shall have no claim in case of delayed payment and no interest will be paid for the delayed payment.

27. 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

28. The Purchase Committee reserves the right to reject any tender or all quotations without assigning any reasons thereof.

29. The quotation will be rejected straightway without assigning any reasons if the firm involves in any criminal cases, declared black listed by any Govt./Semi govt. department/agencies etc.

30. In case of any differences, the firm can be called for negotiation to patch up the differences on table prior to approaching court.

31. In case of violation of any clause of contract/agreement deed, the explanation of the firm can be called by issuing show cause notice, if the reply is not found satisfactory. Performance Security can be forfeited as well as action for blacklisting can also be taken prior to taking any legal action.

32. All disputes are subject to the jurisdiction of the Courts in jurisdiction of Daman district, only.


33. The participating firms will have to submit an undertaking to the effect that they will provide **Guarantee/Warranty** of the quotations items for a period of at least six month from the date of acceptance of store.
34. All the bidders will have to also submit an Undertaking that the product(s) offered by them is/are as per technical specifications or are of standard quality.
35. One similar samples of each uniform and Kit Article as per quotations specification duly tagged with firm name & stamped must be submitted along with the bid.
36. After evaluation of samples and price bid, the Purchase Committee will have discretion to award the contract any of the firm, if their L-1 rates are same.
37. All the unsuccessful bidders shall be responsible to collect the samples deposited by them with the tender within 15 days after the day of opening of Price Bid. Thereafter, no claim to return the sample will be entertained by purchaser.
38. **PRICE BID/Quotations** shall contain price only and no other documents shall be attached with the Price bid, it should be in a separate cover..
39. **Price/commercial Bid** shall be filled in **PRICE SCHEDULE** attached with the quotation of CHAPTER 5 of Rule 168 of GFR – 2017 and shall also be in separate envelope duly super scribed as "**Price/commercial Bid for Uniforms Kit Articles** to the Police Department Daman & Diu, Daman for the trainees of Basic Commando Course. The other bidding paper and documents shall be put in separate cover other than Price Schedule.
40. Both envelopes ie. **Price/commercial Bid and other bidding paper and documents** shall be put in a one large envelope legible duly super scribed with the name of the work, Quotation notice number, last date of bid submission and complete communication address with telephone number of the bidder.
41. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that needed.
42. **Delivery shall strictly be made within 15 days from placing supply order.**
43. 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 Purchase Committee's decision in the matter will be final.
44. Bidders are advised to study this tender document carefully before participating. It shall be deemed that submissions of Bid by the Bidder have been done after their careful study and examination of the tender document with full understanding as to its implications.
45. If any time after the order placed for supply of Uniforms Kit Articles to the Police Department Daman & Diu, Daman for the trainees of Basic Commando Course Purchase Committee shall for any reason, what so ever, not required the whole or part of the quantity, where or has specified in the supply 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.

46. All bills should be in triplicate and should invariably be mentioned the number and date of supply order.
47. 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
48. 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.**
49. **Force Majeure:** The Contractor shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if the delay in performance or other failure to perform its obligations under the contract is a result of an event of Force Majeure. For purposes of the clause, "Force Majeure" means an event beyond the control of the Contractor and not involving the Contractor's fault or negligence and not foreseeable. Such events may include wars or revolutions, fires, floods, epidemics, quarantine restrictions, freight embargoes etc.
50. All the procedure for purchase of store laid down in GFRs & DPFRs shall be adhered to strictly and the bidders are to be bound to respect the same.
51. The competent authority reserves the right to scrap/call off the tender at any stage on administrative reasons.
52. The rates should be quoted only for the items specified in the list of requirements and should be for the items of given specifications confirm to the standard (s) requirements of the given specification/mark. Rates quoted for items other than required specifications/Mark may not be considered. However indigenous manufacturers may quote their own makes provided that the specification confirmed to the standard(s)/requirement(s) of the given specification / mark.
53. Where this office does not specify name of the company/mark and rate should be quoted only for the first class and standard quality.
54. The bidder should submit details of certificate, indicating his past experience in the execution of similar types of works with govt. or private agencies.
55. The supply of Uniform kit article/items shall be as per the schedule drawn by the Short term Quotation inviting authority.
56. The Short term Quotation should be accompanied by the samples without which the same will not be accepted.

The above conditions are accepted and are binding on me/us

Signature of the Supplier's With Seal


Dy. Supdt. of Police
PHQ, Dunetha
Daman

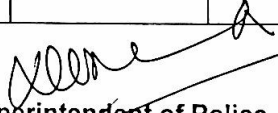
Dated: - /05/2017

PROFORMA FOR REQUIREMENT & PRICE SCHEDULE
CHAPTER 3 & CHAPTER 5 of Rule 168 of GFR – 2017
 (Enclose with price bid)

QUOTATIONS FOR PURCHASE OF UNIFORM KIT ARTICLE FOR THE TRAINEES
OF BASIC COMMANDO COURSE FOR USE IN DAMAN & DIU POLICE

We _____ hereby certify that we are established firm
 M/s _____ with factories at _____ are hereby offer to supply
 the following items at the prices indicated below:

Sr. No	Description of the item	Total No. of Quantity required	Rate per unit / Meters inclusive of all taxes.	Total Amount
01	Green camouflage Dress (Dangrees)	192 Meters		
02	T-Shirts	48 Nos.		
03	Rain coat	16 Nos.		
04	Track Suit	16 Nos.		
05	Monkey Cap	32 Nos.		
06	Sports Shoe	16 Nos.		
07	Jungle Shoe	16 Nos.		
08	Police Stick (Lathi)	16 Nos.		
09	Ground Sheet	16 Nos.		


 Dy. Superintendent of Police, (HQ)
 Police Head Quarters,
 Daman.


It is hereby certified that we have understood all the terms and conditions specified in the tender document and are thoroughly aware of the nature of job required to be done and goods/items to be supplied. We agree to abide by all the tender terms and conditions.

We hereby offer to carry out the job and (or) supply the goods/items detailed above or such portion(s) thereof as you specify in the notification of award.

(Signature and seal of Bidder)

Dated: _____

**TECHNICAL SPECIFICATIONS FOR PURCHASE OF UNIFORM KIT ARTICLE
FOR THE TRAINEES OF BASIC COMMANDO COURSE FOR USE IN DAMAN &
DIU POLICE**

Sr. No	Description of the item	Technical Specifications
01	Green camouflage Dress (Dangrees)	
02	T-Shirts	Collar T-Shirt, Good quality smooth/ soft fabric, Shrink Free, Excellent finish, Reliable stitching, and Comfortable wear, long durable with coloured logo of Daman & Diu Police on the left chest of the T-shirt.
03	Rain coat	Good quality, durable with hood black with reflectors and Daman Police printed in reflective radium material on back of the raincoat with Daman & Diu Police Logo on the left chest.
04	Track Suit	Designed using Dri-FiT technology, 100 % Polyester fabric, Dri-FiT sleeve insert iconic cut and sew stripes on the shoulder, ribbed hem, zippered side pocket, Solid coloured back neck tape, Solid coloured draw cord, Embroidered Swoosh coloured logo of Daman & Diu Police on the left chest and left leg of the track - suit. Track pant (lower) with both sides pockets not back side pocket. Zippered leg opening with
05	Monkey Cap	Shall be Good fabric, It also meets the requirement of wear comfort for long hours
06	Sports Shoe	Good quality shoes with heel collar, Soft and padded tongue, good midsole for added support, BRS 1000 rubber outsole with flex grooves for optimum surface traction, Mesh upper for breathability.
07	Jungle Shoe	Direct moulded PU Sole, Boot Ankle, shall be having upper & lining fabric, it shall provide added comfort and functionality while undertaking long combat actions. It also meets the requirement of wear comfort for long hours. These boots are made with bucket cleated PU sole and heel.
08	Police Stick (Lathi)	Lathi made of Fibre material with black handle and nylon cord.
09	Ground Sheet	Thick, superior quality, Made from finest Cotton. Size 4 feet X 6 Feet.
	Swoosh coloured logo of Daman & Diu Police for T-Shirt and Track Suit	

Signature of the Supplier's With Seal

[Signature]
Dy. Supdt. of Police
PHQ, Dunetha
Daman

Date: - /05/2017.

Annexure - D

TENDER ACCEPTANCE LETTER

(To be given on Company/Firms Letter Head)

(Enclose with Bid)

CONTRACT FORM – CHAPTER 7 Rule 168 of GFR – 2017

To,

Date: _____

Dy. Superintendent of Police, (HQ)
Police Head Quarters,
Daman.

Sub: Acceptance of Terms & Conditions of Quotations.

Tender Reference No: _____

Name of Tender/Work: - QUOTATIONS FOR PURCHASE OF UNIFORM KIT
ARTICLE FOR THE TRAINEES OF BASIC COMMANDO COURSE FOR USE IN
DAMAN & DIU POLICE

Dear Sir,

1. I/ We have obtained the quotation document(s) for the above mentioned 'Quotations/
Tender/Work' namely: _____
_____ as per your advertisement, given in the above mentioned website(s).

2. I/We hereby certify that I / we have read the entire terms and conditions of the
quotation documents from Page No. _____ to _____ (including all documents like
annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we
shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/organization too
have also been taken into consideration, while submitting this acceptance letter.

4. I/We hereby unconditionally accept the tender conditions of above mentioned tender
document(s) / corrigendum(s) in its totality / entirety.

5. In case any provisions of this quotations are found violated , then your department/
organization 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.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

CHECK LIST

Other information for Bidder**CONTRACT FORM – CHAPTER 7 Rule 168 of GFR – 2017**

All the participating firms/companies are requested to attach/send self attested legible documentary proof of the following documents with their bid. In the absence of any of the following documents, the bid will be disqualified/rejected straightway without any further clarification:-

SI No	Description	Yes/No
1.	E.M.D. of ₹. 5000/- in form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the Banks IN FAVOUR OF DIGP/DD, DAMAN. (Rule – 170 of GFR 2017)	
2.	Have the Firm attach the legible copy of valid Registration Certificate with DGS&D/NSIC/MSME, if claim for EMD exemption. with the bid. Clause No. 12 of Terms & Condition of Contract	
3.	Only sales tax/VAT payee agencies are eligible to fill this Quotation. Have the firm attached registration certificate? Clause No. 05 of Terms & Condition of Contract	
4.	The legible copy of latest/current receipt for depositing Sales Tax/VAT Return to Sales Tax/VAT department in the language of English/Hindi must be attached with quotations have attached or not? Clause No. 06 of Terms & Condition of Contract	
5.	List of owners/partners/directors etc. attached or not?	
6.	Undertaking for non-blacklisting of firm and non-registration of criminal case, as per Clause No.07 has been attached or not?	
7.	Undertaking for Guarantee/Warranty of quotations items for at six months as per Clause No.33 has been attached or not?	
8.	Undertaking to the effect that product(s) offered by the firm is/are as per technical specifications of the quotation as per Clause No.34.	
9.	One similar samples of each uniform and Kit Article as per quotations specification duly tagged with firm name & stamped must be submitted along with the bid as per clause No.35 has been attached along with bid or not?	
10.	Whether the firm submitted Tender Acceptance Letter along with the bid or not?	
11.	The bidder should submit details of certificate, indicating his past experience in the execution of similar types of works with govt. or private agencies, whether attached or not. Clause No. 54	
12.	Attached terms and conditions duly signed with seal of the company/firm/agency, in token of acceptance of terms and conditions attached or not?	
13.	Copy of PAN Card	
14.	Details of Aadhar Card No.	
15.	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.

Contract Form

[To be submitted along with Bid]

CONTRACT FORM – CHAPTER 6 Rule 168 of GFR – 2017

Quotation 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 agree with terms & conditions attached with this tender and promise to supply the **Uniform Kit Article for the trainees of Basic Commando Course** at rates mentioned in the Commercial / Price bid F.O.R. at Daman Police Head Quarters, Dunetha, Daman inclusive of all taxes and charges.

Signature of the Supplier's With Seal


Dy. Supdt. of Police
PHQ, Dunetha
Daman

Date: - /05/2017.

Note: This letter of agreement/contract 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.