

NIT NO 14 OF 2011
DATED: 08 -04 -2011

1. For and on behalf of the Governor J&K State, sealed tenders are invited from original manufacturers and approved authorized dealers affixing revenue stamp worth Rs 5/- duly sealed with sealing wax and stamp of the tenderer, for the supply of following **Office furniture**. Approved/authorized dealers will attach valid & authenticated copy of authorisation of original manufacturer, without which tender shall be rejected.
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| 1. | Wooden Office Table; Qty; 200 nos.
Size; (4'x2½'x 2½'). Top, Sides and Front covered with Sun-mica on 18mm thick Block Board. 03 Drawers on right hand side. All the sides of Block Board shall be covered with 4mm thick hardwood Beeding. Table shall be sprit polished. (Sample must) . |
| 2. | Wooden Officer Table; Qty; 100 nos.
Size; (5'x3x 2 ½'). Top, Sides and Front covered with Sun-mica on 18mm thick Block Board. 03 Drawers on right hand side and cupboard on the other side. All the sides of Block Board shall be covered with 4mm thick hardwood Beeding. Table shall be sprit polished. (sample must) |
| 3. | Steel Office Table; Qty; 300 nos.
Size; (4'x2 ½'x 2 ½') with 03 drawers made of 22 gauge sheet, on right side. Frame made of 25x25mm square pipe of 20 gauge. Top, Front and side should be of Pre-laminated board 18mm thick. PVC edging all around the top. Rubber shoes shall be provided in the bottom of legs. Fine spray painting. (sample must) |
| 4. | Office chair (Standard Size); Qty; 500 nos.
Made of hard wood with arms, with Cushion Seat of 3 inch high density foam and 2 inch on back. Covered with superior type of cloth. Chair shall be duly sprit polished. (sample must) |
| 5. | Full Arm Chair; Qty; 500 nos.
Full Arm Chair made of 25mm dia conduit pipe of 14 gauge, wooden frame with Cane Seat and Back. (sample must) |
| 6. | Plastic Moulded Chair Qty; 1000 nos.
Plastic Moulded Chair with Cushion Seat and Back, superior quality. (Make/model of the chair shall be necessarily indicated). (sample must) |
2. **Only one rate and one sample** will be accepted for the tendered item. No multiple rates or samples will be accepted.
3. The tenders shall be properly sealed and addressed to **IGP (Headquarters) C/O Director General of Police J&K Jammu/Srinagar**. The tender envelops shall be superscribed "**Tender for Office Furniture**" **NIT NO.14 of 2011 dated; 08 /04/ 2011**.
4. The tender fee has been fixed at Rs 2000/- which shall accompany the tender offer only, in the shape of a **crossed demand draft** favouring Chief Accounts Officer PHQ, J&K payable at Jammu. The tender fee is not refundable and the same will be deposited into Govt. Treasury under Head 0055-Police for the year 2011-11.
The local SSI units are required to pay the tender fee prescribed as per J&K Govt rules. However, the Govt/Semi-Govt. concerns of the J&K State claiming exemption shall append authenticated orders, certificates etc. issued by competent authority in support of their claim. **Tenders without tender fee shall be rejected.**
5. **Earnest Money Deposit (EMD)**
The intending tenderer/s will have to send the Earnest Money only in shape of CDR/FDR from any nationalized bank equivalent to 2% of the value of contract pledged to AIG (Prov/Tpt) PHQ J&K with the tender offer, which shall be valid for one year. The **EMD** in

the case of unsuccessful tenderer shall be released after finalization of Tender, where-as in the case of successful tenderers it will be adjusted towards the security money (required to be deposited) on application, for due performance of the agreed contract/performance during the warranty period; No interest shall be payable by purchaser on the EMD deposited by the tenderer.

J&K Govt. rules with regard to furnishing of **EMD** in respect of **local Registered SSI** units shall be applicable in letter and spirit. The local SSI units are required to pay the **EMD** prescribed as per J&K Govt rules. For the purpose, SSI units shall have to furnish Registration Certificate and Functional Certificate of SSI Unit, issued by the competent authority with their tender offer failing which the benefits of SSI units will not be allowed. The Government/ Semi Govt. or similar other concerns, claiming exemption from the payment of EMD shall have to append duly authenticated orders, certificate etc. from competent authority supporting their claims. **Tenders without EMD shall be rejected.**

6. **Security Deposit.** The approved tenderers will have to supply the articles as per approved rate, approved sample and specification till the validity of the contract. They will have to furnish **security deposit @ 5%** of the total value of the items contracted for, in the shape of CDR/FDR from a Nationalized Bank, at the time of signing of **Deed of Agreement** to ensure satisfactory performance of the equipment supplied, for Warranty period from the date of acceptance of product. This security deposit will be released in due course after the expiry of specified warranty period/agreed contract. The charges on stamps etc. (cost of documents in totality) shall be borne by the supplier while executing the agreement. (No interest shall be paid by the purchaser on the Security deposit). J&K Govt Rules for Security deposit in respect of local SSI Units shall be applicable.

7. **Despatch Instructions;** Stores are required to be delivered at Consignee's location (Srinagar and Jammu), at freight, risk and cost of the supplier.

8. **TWO BID SYSTEM:**

All bidders are required to submit their offers in two covers as under;-

(A) **FIRST COVER** (Technical Bid) should contain the following;-

i.	Tender documents duly completed and signed BUT WITHOUT INDICATING THE RATES QUOTED.
ii.	Earnest money.
iii.	Tender Fee
iv.	Technical specifications of the items quoted & samples furnished
v.	Whether Sample furnished.
vi.	Registration certificate/Industrial Licence of original manufacturer, for the material quoted.
vii.	Certificate of being authorized dealer having authorization of the original manufacturer to quote against the tender.
viii.	Authorised Dealer having authorisation to quote against this tender, shall furnish his Registration Certification with Central/State Sales Tax department.
ix.	A copy of this NIT duly signed & stamped on every page by the tenderer, in token of having understood and accepted the specifications, terms & conditions of the NIT.
x.	Any other relevant document which the firms wishes to submit.

B) **SECOND COVER** (Commercial/Price Bid) should contain the following;-

i.	Details of unit basic rate and all other leviabale duties and taxes. The rates quoted against the item shall be properly taped with transparent tape. The rates so quoted shall be inclusive of all leviabale duties, taxes, State entry tax, VAT, toll tax, freight. Insurance, Octroi etc (calculation to be shown separately) to the point of delivery and F.O.R. destination i.e. Police Central Stores, Jammu/ Srinagar. (Note) J&K Police does not issue Road Permits, Concessional Forms, state
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	entry tax or Octroi etc exemption certificates, as such; Rate quoted shall be F.O.R Consignee. i.e. (Police Central Store Jammu/ Srinagar).
ii.	Rates must be clearly written in figures as well as in words, free from over writings, cuttings and alterations.
iii.	Tenders shall be filled in clearly and with one ink. No cuttings/alterations/ over-writings shall be made in the tender.
iv.	Rates quoted shall be final till the validity of the contract i.e. upto 30.06.2012 with a provision of further extension if finally approved by SLPC of J&K Police.
<p>Both the above mentioned covers should be sealed separately, and superscribed with the Tender No., Stores and date of tender opening. Both the covers shall thereafter, be kept in a THIRD cover and again sealed. This cover should also be super-scribed with the Tender No, Stores and date of opening.</p>	
9.	Before opening of Financial Bids , samples of technically qualified bidders shall be further physically evaluated, by the State Level purchase committee, on the spot, in terms of workmanship, look, finish , etc and then shortlisted. Accordingly, financial bids of the shortlisted samples only shall be opened to select the most suitable and appropriate sample/s for purchase on competitive rates.
10.	No conditional tender will be accepted/ entertained. It will be summarily rejected. No other condition than those mentioned (in the terms set-forth) will be entertained;
11.	<p>i. The tenders shall be properly sealed and addressed to IGP (Headquarters) C/O Director General of Police J&K, Gulshan Ground Gandhi Nagar Jammu/ Pirbagh New Airport Road Srinagar.</p> <p>ii. The tenders may be sent by post well in time or delivered personally. Department in no case shall be responsible for postal delay in delivery of tenders.</p>
3.	Tender offers alongwith specifications duly accepted by tenderer shall be received by Police Headquarters J&K Gandhi Nagar Jammu upto 30/04/2011 and thereafter at Police Headquarters J&K Pirbagh, New Airport Road Srinagar upto 14/05/2011 upto 1600 hours. The tenders received after the expiry of prescribed period will not be entertained and shall be liable for rejection. The samples shall be received only in Police Central Stores Zewan Srinagar only on or before 14/05/2011 upto 1600 hours.
4.	On due date of opening of tenders i.e. 18/05/2011 at 1100 hours, technical bid only shall be opened. Only authorised representative will be allowed to attend the meeting for opening tenderers. He/She should also bring authority letter on company/firms letter head that any decision/negotiation taken by him/her would be accepted by company/firm. In case of unforeseen circumstances the date of opening will be next working day.
12.	The approved supplier shall be deemed to have fully understood the conditions, specifications, size, patterns, etc. of the article/s etc. to be supplied and in case of any doubt may seek clarification; Tel no; 0191-2459029(Jammu)/0194-2443031 (Srinagar)
13.	The supplies delivered by the successful tenderers shall be surveyed and verified at our Stores i.e. Police Central Stores Jammu or Srinagar (as may be indicated in the supply order) by the Survey Committees constituted for the purpose.
14.	The successful tenderer shall have to enter into an agreement/deed on prescribed proforma (immediately after the issue of supply order) with the Department for due performance of the contract which shall be invariably furnished before the supply is made.
15.	The period of delivery and validity may be extended, at absolute discretion of this Hqrs provided the delay is justifiable.
16.	After the rate is approved, if it is found subsequently that tenderer has supplied the same product at the rates lower than offered to PHQ, the same rates will apply to J&K Police and the excess amount if any, paid to the firm shall be recovered from it in any manner.
17.	The tenderer is required to furnish an authenticated copy of latest Sales Tax/ VAT/ clearance certificates and PAN and VAT registration certificate(alongwith the tender offer or at the time of payments). The PHQ shall be at liberty to put to scrutiny, verification etc. the Sales tax clearance so furnished by the successful tenderer.

18.	Payment shall be released by the department against each consignment delivered, inspected, accepted and properly brought on stock in the concerned stock registers of the Department.
19.	Remittance charges (Bank Commission) on payment made to the firms will be borne by the suppliers. The charges of stamp etc. shall be paid by the supplier while executing the agreement;
20.	As soon as the acceptance of the tender is communicated to the successful tenderers, the contract shall be binding on him. The EMD of the tenderer who backs out or withdraws his tender or fails to abide by it, after acceptance thereof, is communicated/posted to him shall be forfeited besides other penal remedies that may be available to the Govt. of the J&K under the law for the time being in force in the State of J&K;
	(a) If, after the registration/placement of orders/execution of the agreement and formally depositing the security money , the tenderer backs out or fails to supply the goods, the security deposit will be forfeited besides any other penal measures, the department may take as per norms in vogue;
	b) The formal deed incorporating the terms of the contract will be executed by the successful tenderer immediately after receipt of supply order. Failure to execute such bond/deed shall not however prevent the contract from being enforced against the tenderer. Any loss sustained by the Govt. as a result of re-tendering the contract, shall be recovered from the defaulter, besides other penal measures as the department may think proper;
	c) Goods shall be delivered (as per instructions in supply order) at Police Central store, Gulshan Ground, Gandhi Nagar, Jammu/ Police Central Store, Zewan, Srinagar duly packed in perfect condition. The supplier if he so desires may insure the goods against loss or theft, destruction, damages by the natural calamity loss by exposure to weather or other wise viz. war rebellion, riot etc. The insurance charges will have to be borne by the supplier and the department shall not pay such charges;
	d) If, the successful tenderer fails to supply the goods of the prescribed specification or fails to deliver the goods within the stipulated period as specifically mentioned in the supply order, the department shall be at liberty to arrange supplies by other possible means, at his risk and cost. The department may give prior notice to the approved supplier in writing to make supplies good. In case of failure to supply the consignment on specified qualitative & quantitative terms, the department shall be lawfully entitled to forfeit the amount of the security money and take penal action to make good the loss sustained or excess cost incurred by the state in arranging of the supplies and other remedies that may be available to the department, under the law for the time being in force in the state.
21.	The supplier shall not sublet the contract or any part thereof to any other agency.
22.	The decision of the accepting authority shall be final as to the quality of stores and shall be binding on the supplier. In case the articles supplied are not according to the approved specifications they shall be rejected. The replacement of the rejected shall be allowed at the sole discretion of the department. The loss caused due to rejection of the supplies shall be entirely borne by the supplier. The rejected equipment shall be lifted by the supplier within one week from the date of rejection. The department shall in no case be responsible for any loss or damage that may occur to the rejected stores while these are in the premises of the consignment.
23.	The quantities indicated in the Tender Notification are tentative and this Headquarters reserves absolute rights to change the same without any prior notification upto the validity of rate contract of this NIT.

24.	The authorities reserve absolute discretion to reject or accept any tender or a part thereof without assigning any reason and without any legal obligations. Any clause incorporated in the tender (not conforming to the NIT in any manner) shall make such an offer liable for rejection. Therefore, all the terms and conditions of the Tender Notice including technical specification shall be carefully studied for the sake of complete and comprehensive tender. Failure to comply with any of the tender conditions or instructions or the offer with insufficient particulars/documents, which is likely to render fair comparison of tender as a whole impossible shall lead to rejection even if otherwise, it is a competitive offer/tender.
25.	J&K Police Hqrs reserves the right to add or suitably modify the terms and conditions (without prior notification) as per exigencies that may arise for one or the other reason.
26.	All legal proceedings arising out of any dispute between the parties shall have to be settled in the Courts situated in Jammu and Srinagar and not elsewhere;
27.	Copies of tender can be had on any working day (during office hours) from AIG (Prov/Tpt) Police Headquarters J&K Jammu or office of DIG of Police CKR Srinagar or SP J&K CID Cell, 11-Harish Chander Mathur Lane Kasturba Gandhi Marg New Delhi 110001.

No. Prov-I/ UE-1/2011-12/NIT- 14/18625-51

Dated: 08 . 04 . 2011.