GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
GENERAL ADMINISTRATION DEPARTMENT
CARETAKING BRANCH, LEVEL-II, WING-A,
DELHI SECRETARIAT

No. F.1/2/CTB/GAD/2011/ 2485

Dated 30/1/12

NOTICE INVITING TENDER

Subject to the fulfilment of all the terms and conditions given below, samples along with their rates in a sealed envelope are hereby invited for the purchase of following summer liveries items. The samples and their rates as per below mentioned specifications should reach to the undersigned latest by 13.00 h up to 1:00 PM the quotation will be opened on same day at 4.00 p.m. In the room of Dy. Secretary (GAD) at Level 3rd C wing, Delhi secretariat, and Delhi.

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of the items</th>
<th>Specification</th>
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<tbody>
<tr>
<td>1</td>
<td>Shirting cloth for male</td>
<td>67% polyester + 33% khadi cotton</td>
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<tr>
<td>2</td>
<td>Trouser cloth for male</td>
<td>67% Polyvastra 33% Cotton colour to be provided as per approved rates</td>
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<tr>
<td>3</td>
<td>Blouse cloth</td>
<td>Poplin (Mill-grade)</td>
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<tr>
<td>4</td>
<td>Petticoat</td>
<td>Khadi cloth</td>
</tr>
<tr>
<td>5</td>
<td>Saree</td>
<td>Memsaab PC Saree 67X33 polyester cotton (Navy Blue Shade)</td>
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<tr>
<td>6</td>
<td>Chappal</td>
<td>welted</td>
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</table>

Terms & conditions:-

1. The items should be of reputed brand and requisite quality.
2. The quality of liveries should by certified with an undertaking and by producing material evidence.
3. The department shall be at liberty to have the fabric tested at any stage from a laboratory of its choice.
4. The tenderer should quote only one rate for a particular item for which he is capable of supplying as per specification.
5. The rate quoted should be exclusive of sales tax /service tax or any other tax. However, the rate of taxes should be given separately.
6. The rates should be F.O.R, General Administration Department, Govt. Of NCT of Delhi, I.P Estate, New Delhi.
7. Delivery at our destination or as directed by this department, at no additional cost.
8. The quotation must be submitted before due date & time in sealed cover marking quotation for liveries items. The quotations received after due date & time shall not be entertained.
9. The firm must be registered with the value added tax department. Photocopy of the Registration Number should be attached with the tender. The quotation without Registration Certificate shall be rejected out rightly.
10. An Earnest Money of Rs. 2000/- in the form Account Payee Demand Draft, Fixed Deposit Receipt, Banker's cheque or Band guarantee from any of Commercial bank in favour DDO(GAD), Govt. Of National Capital territory of Delhi, Delhi Secretariat I.P. Estate, ND-02. Earnest Money will not be accepted in form of Cash/Money order/cheque. The earnest money must be submitted physically before the last date and time of submission of tender.

11. One representative of each tenderer, if any, may be allowed at the time of opening of tender. The representative should carry a letter of authority. In case of limited or a Private Limited Company a copy of resolution for authorized signatory should also be submitted.

12. In the event of specified date of opening of tender declared as a holiday, the tender shall be opened at the same time on the next working day.

13. If any information furnished by the tenderer is found to be incorrect or false at any time, the tender/contract/Agreement is liable to be terminated by the Department Government.

14. The tenders found deficient in required documents shall be rejected not entertained.

15. Successful bidders tenderers should have to submit performance security in the form of account payee demand draft, fixed deposit receipt bank guarantee from a commercial bank in favour of DDO(GAD) GNCT of Delhi. The performance security would be 10% of the expected expenditure.

16. The secretary (GAD) reserves the right to accept or reject any or all quotations without assigning any reason.

17. Over-writing, over-typing or erasing of figures are not allowed and shall render the tender invalid.

18. Any dispute is subject to the jurisdiction of the Delhi Courts only.

MANISH
SUPERINTENDENT CT-II/GAD