File No. Q.11011/Admn (G)/18/2009-10/NASA
Government of India
Ministry of Statistics and Programme Implementation
National Academy of Statistical Administration

Plot No. 22, Knowledge Park – II,
Gautaum Budh Nagar
Greater Noida – 201308
Dated: 11.05.2012

To

Sub: Quotation for supply of Bags.

Sir,

Sealed quotations are invited from interested firms to supply Training Bags for National Academy of Statistical Administration (NASA), as per specification enclosed .The terms and conditions are also enclosed. The estimated quantity is 500, which could be increased if required.

2. Financial quotes along with sample (s) are to be submitted. The financial bids of those parties that are meeting the quality requirement of NASA only will be opened. The other items will be rejected at the preliminary stage itself. Regarding specification and quality, the decision of the committee constituted for the selection of bag will be final.

3. The sample will be short listed and ranked according to the preference of the Committee. The financial bids would then be opened for the short listed samples. The Vendor of the sample ranked No.1 will be given the opportunity to match the price quoted by the vendor submitting the least price (L 1) among the shortlisted samples if the price is not L1. In the event of the decline the offer, the vendor of the 2nd ranked sample will be asked to match the lowest rate (L1) and so on.

3. The firm will be responsible for the delivery of the bags at the above given address within 10 days from the date of receiving the job order. Payment would be made after successful execution of the job after deduction of tax applicable. No advance payment will be made.

4. Sealed quotation along with the sample super subscribing the envelop as **"QUOTATION FOR SUPPLYING OF TRANING BAG FOR NASA"** may be submitted latest **by 1300 hrs on 01-06-2012** to the undersigned at the above mentioned address. The quotation will be opened at 1500 hrs on the same day before the committee constituted for this purpose in the Conference Room at the same address. Vendors are requested to ensure that sample is made available to the office any time before 13.00 hrs on 01-06-2012 for consideration at the time of opening of the quotation by the committee. Bids received after the specified date and time of receipt would not be considered. Vendors may be present at the time of opening of the quotations.

5. The committee reserve all the right to reject any or all quotations without assigning any reason thereof. The samples of the non selected vendors would be returned after finalization of successful bidder.

Yours faithfully,

(Vishwajeet Kumar)
Deputy Director/HO

Tender Form

FOR PURCHASE OF BAGS

Shape: Square

Size : 35 height x 40length x 20width in cm (approximately)

Material: Mat Finish /Raxin / Leather

General: The sample should be shown to the Committee before selection

(Amount in Rs)

i) Total Cost including all charges(per bag)..... However, excluding Sales Tax / Vat

ii) Sales Tax/VAT, if any (%) .....

iii) Total cost including Sales tax/VAT .....

Authorised Signature of the vendor/firm along with the seal

TERMS AND CONDITION

1 Your bids in sealed envelope subscribed as bid will be accepted in duly filled in prescribed Performa as tender form enclosed, to reach this office up to 01-06-2012 at 13.00 hrs and the same will be opened on the same working day at 15.00 hrs. In presence of Committee Member and the bidders representatives who choose to attend may come with their identification alongwith Samples. Quotation of the bidders that are meeting requirement shall be opened for comparison purpose.

2. The rates should be quoted only for the items as specified above & should be of standard specification/ manufacture. As far as possible leaflets/catalogue should be enclosed with bids documents where specification /marks/manufactures are not specified. Rates quoted should be only of the standard quality. The decision of the committee for equivalent specification standard and quality etc. of the articles shall be final.

3. The bidders should be reputed manufacture/supplier and having TIN, PAN Numbers.

4. The bidders should submit a Security Deposite of Rs. 5,000/- in the form of demand draft /FDR in the name of Pay & Accounts Officer, Ministry of Statistics & P.I, and New Delhi.

5. Bid security of the unsuccessful bidders shall be returned at the earliest after expiry of final bid validity and latest on or before the 30 the day after the award of the contract.

6. The performance security equivalent to 10% of the total order should be furnished by the successful tenderer only in the form A/C payee Demand Draft, fixed deposit Receipt from the commercial bank, Guarantee from a commercial Bank, in favour of Pay& Accounts Officer, Ministry of Statistics & P.I, and New Delhi.

7. Performance Security should remain valid for a period of 60 days beyond the date of completion of all obligation of the supplier including warranty obligation.

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