

No. D-31016/10/2013-Genl.

Government of India

Ministry of Statistics & PI

Sardar Patel Bhawan,

Sansad Marg,

New Delhi-110001

Dated :- 22.01.2016

Tender Notice

Sub:-Award of contract for supply of packaged drinking water jar (20 Ltr.)
in the Ministry of Statistics & Programme Implementation- reg.

Ministry of Statistics & Programme Implementation invites sealed Tenders under two Bid Systems for supply of packaged drinking water jar(20 Ltr.) in the offices located at Sardar Patel Bhawan, J.P. Building and West Block, R.K.Puram, New Delhi.

2. The technical and financial bid would be sealed by the bidder in separate covers duly superscribed & both these sealed covers are to be put in a bigger cover which should also be sealed & duly superscribed with " Tender for Supply of Packaged Drinking Water". Tender documents can be downloaded from Ministry's Website **[http:// www. mospi.nic.in](http://www.mospi.nic.in)** or can be obtained from this Ministry personally from Section Officer (Genl.), Ministry of Statistics & Programme Implementation, Room No. 426 (E), 4th Floor, Sardar Patel Bhawan, New Delhi.

3. The tender shall be dropped in the Tender box kept at ground floor, Ministry of Statistics & Programme Implementation, Sardar Patel Bhawan, New Delhi-110001. Envelop of Technical Bid shall also contain the EMD of Rs. 50,000/- (Rupees fifty thousand only) in the form of Demand Draft/ pay orders payable in favour of Pay & Accounts Officer, Ministry of Statistics & Programme Implementation"), without EMD the tenders will be rejected summarily. The last date of submission of bid is **22.02.2016 at 03.00 PM**. The technical bids will be opened at 03.30 PM on the same day and the representative of the firm may be present, if so desire.

Terms and conditions of the tender & resultant contract shall be as under:-

- (a) It may be noted that the selected tenderer would be required to supply potable packaged drinking water in Sardar Patel Bhawan, J.P. Building & West Block R.K. Puram offices of the Ministry. The supply shall be effected as and when required.



Financial bid

To,

The Under Secretary (General)
Ministry of Statistics & PI,
Sardar Patel Bhawan, New Delhi.

Subject: Contract for supply of packaged drinking water in the Ministry of Statistics & PI.

Dear Sir,

In response to your Tender Notice for the above mentioned contract, I on behalf of the firmsubmit the Financial bid as under :

sl. No.	Details	Amount (in Rs.) Taxes inclusive	Amount in words
1.	Packaged Drinking water (20 Ltr.) Jar.		

Note:- Cutting/ overwriting is not permitted and liable to be rejected.

I have read the tender documents carefully and agree of all the terms and conditions of the tender notice.

Yours faithfully,

Signature & stamp

Name of Firm

Address with stamp.


21/1/16

Technical bid

APPLICATION LETTER

To,

The Under Secretary (General)
Ministry of Statistics & PI,
Sardar Patel Bhawan, New Delhi.

Subject: Contract for providing packaged drinking water in the MOSPI.

Dear Sir,

In response to your Tender Notice for the above mentioned contract, I/We, a Private/Public Ltd Company / Partnership / Sole Proprietor submit the tender with the following particulars:

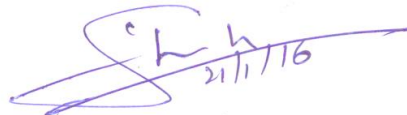
1. Name of the firm:-
2. Registration Number ;-
3. Registered Postal Address ;-
4. a. Telephone No. ;-
b. Fax No. ;-
c. Mobile No. ;-
5. Service tax/ PAN/TIN No. of the firm:- A proof must be attached.
6. Whether the firm is OEM(Bisleri, Aquafina, Kinley etc.)-
(If no, the firm must be enclosed authorization from the OEM.)
7. Similar contract for supply of packaged drinking water in the Ministry/ Department (contract award letter/ satisfactory performance certificate) must be enclosed. Without proof the tender will not be accepted.

Sl. No.	Name of the Ministry/ Department	contract period	Contact person/ issuing authority

7. I have read the terms and conditions of the tender notice and agree with the same. It is also certified that I have not been blacklisted by any Ministry/ Deptt.

Yours faithfully,

Signature & stamp
Name of Firm



- (p) The finalized contract shall be interpreted under Indian Laws. In case of dispute of any kind, the firm shall abide by the decision of the Competent Authority, Ministry of Statistics & Programme Implementation, New Delhi. In case the dispute is required to be referred to Arbitration, it shall be referred to sole arbitrator under Arbitration and Conciliation Act 1996. The place of settlement of dispute shall be Delhi. In the case of settlement of dispute is in the court, it will be in the jurisdiction of courts at Delhi.
- (q) The bids must be submitted in the prescribed proforma (typed on their letter head if necessary). Any changes in the proforma will not be accepted by the Ministry.
- (r) The ministry reserves the right to cancel the entire tender process at any time without assigning the reasons.

Yours faithfully

 21/1/16
(Sunder Singh)

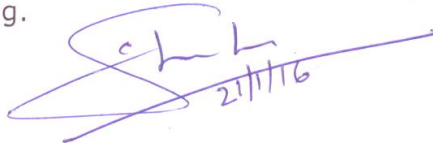
Under Secretary to the Govt. of India

Tel. 23747929

- (j) The contract shall normally be awarded to the lowest evaluated bidder whose bid has been found to be responsive and who is eligible/qualified to perform the contract satisfactory as per the terms and conditions incorporated in the tender notice. The Ministry reserves the option to select more than one firm for award of contract to ensure uninterrupted supply during the currency of the contract.
- (k) The tenderers whose quotation is finally accepted, shall have to furnish performance security of Rs. 100,000/- (Rupees one lakh only) in favour of P & A O, Ministry of Statistics & Programme Implementation, New Delhi by means of fixed deposit in any of the Nationalized Bank. The earnest money shall be returned to the successful bidder only after depositing performance security.
- (l) If the supplier fails to supply the water jars in the stipulated time or if the quality of the water is not as per the approved/required norms, the Department shall be free to make necessary procurement of water jars from the market at the suppliers' risk and cost which shall be recoverable from his pending bills or performance security besides resulting in cancellation of the contract. Further in case of any deficiency in service, a penalty of 5% of the total amount of the bill for the relevant period will be imposed.
- (m) The Department shall be free to test the sample of drinking water supplied by the supplier from any independent source for which all required cooperation/documentation shall be submitted by the suppliers.
- (n) Payment shall be made on monthly basis only on submission of the bill verified by the respective units/ Divisions of the Ministry for the receiving units of quantity/ jars.
- (o) Before submitting the bids by the firm, the firm should sign/ stamp on each page of the tender documents and also submit the undertaking that I (the firm) have read the terms and conditions of the tender and are acceptable to me/us. An undertaking may also be submitted with the tender that the firm is not black listed by any Ministry/ Department of the GOI.


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- (b) Initially the firm will be required to supply 200 bottles (20 Ltr. jar) at different locations on daily basis. The quantity of supply may be increased or decreased as per requirement of the Ministry.
- (c) The firm is also required to supply 20 water dispenser (free of cost) w.e.f. the initialization of the contract. The other details of officers/ offices and place will be intimated to the firm separately. If the water dispenser is not working properly, the firm will be required to replace/ repair the same at office premises, however an arrangement will be done by the firm before replacement of the dispenser without any cost to the Ministry.
- (d) In case firm is already providing the potable drinking water/maintaining the water dispensers of any other Ministry/Department of Central Government, details thereof may also be furnished along with the quotations. The rate quoted shall remain valid for the period of one year from the date of award of contract.
- (e) The initial period of contract will be for two years. The contract may be extended for another year one year on the same rates and terms & conditions of the tender notice and subject to the satisfactory services rendered by the firm. The extension will be at the sole discretion of the Ministry.
- (f) The supplier should be OEM (original Equipment Manufacturer) or, the firm shall submit the bids alongwith definite proof from appropriate authority as Authorized dealer (Bisleri, Aquafina, Kinley etc.) of OEM duly signed in ink.
- (g) The firm is required to supply the water at the locations positively at 09.00 Hrs. The firm should be in a position to supply potable water bottles at very short notice, as and when required.
- (h) The owner of the firm/ representative should be available on his direct telephone (office as well as residence) and also on mobile phone. Mobile phone number shall also be given.
- (i) The Prospective bidders are free to seek any clarification/see the kind of requirements, the Department is looking for Section Officer General Admn. 4th Floor, Room No. 426-C Sardar Patel Bhawan, New Delhi-110001. (Tel. No. 23743230) may be contacted with prior appointment on any working day before tender opening.


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