

D-13023/18/2008-Genl.I
Government of India
Planning Commission
(General Branch I)

Yojana Bhawan, Sansad Marg,
New Delhi, September 10, 2008

TENDER NOTICE

- 1) Sealed tenders are invited from reputed, experienced and financially sound Companies/Firms/Agencies for supply and installation of awnings/fibre sheet in Planning Commission at Yojana Bhawan, New Delhi. The area for installation of awning/fibre sheet is approximately 9000 sq.ft., which may increase/decrease at the actual time of installation.
- 2) The sealed quotations, filled in the specified proforma and addressed to the Under Secretary(G-I), Planning Commission, Yojana Bhawan, Sansad Marg, New Delhi should reach latest by 11.00 A.M. on 15.09.2008(Monday). The quotations may also be sent by post at the above mentioned address or dropped in the Tender box placed at Reception Area of Yojana Bhawan, New Delhi by the stipulated date and time.
- 3) Tender Document may also be downloaded from the official website of Planning Commission, (<http://planningcommission.gov.in>). The Bids shall be opened at 11.30 a.m. on 15.09.2008 in Room no. 411, Yojana Bhawan, Sansad Marg, New Delhi in the presence of such tenderers or their authorized representatives who may wish to be present.
- 4) Bids received after the closing date and time shall not be considered and no correspondence in this regard will be entertained.

(Mrs Pramila Mathur)
Section Officer

Encl: as above

Copy to: Soochana Dwar, Planning Commission for publishing in tender part of Commission's website.

Terms & Conditions

- i) The provision/installation of the awnings shall be completed within three months time from the date of award of contract.
- ii) The firms, who wish to participate in the tender, will be required to deposit a Pay Order drawn in favour of Pay & Accounts Officer, Planning Commission for Rs.20,000/- as Earnest Money, along with the quotation in the prescribed form.. Earnest money in any other form shall not be accepted and such quotation(s) shall be summarily rejected. The successful bidder would be required to deposit FDR of an amount equivalent to 5% of the total value of contract, to be intimated later on..
- iii) In case, the successful bidder shows its inability at any stage after the contract is finalized, for whatsoever reason(s), for taking up the contract, their earnest money would stand forfeited.
- iv) The FDR of the successful bidder would be kept as Performance Security Money and would be refunded after the completion of one year of the installation of awning.
- v) Mere quoting lowest rates will not amount to commitment for award of contract. The rates may be clearly quoted against each item. Overwriting/Corrections shall be duly attested by the authorized signatory.
- vi) Incomplete quoting of rate and overwriting/corrections, without attestation, would result in rejection of quotation and shall not be considered under any circumstances.
- vii) At any stage, if the firm is found not adhering to the terms & conditions governing the contract, the same would be terminated without any notice and loss, if any, that may occur on this account will be recoverable from security money deposited by the firm..
- viii) Supply should be strictly in accordance to the quality, specifications, dimensions etc. as would be specified in the tender. In case of any variation with respect to the nature/dimensions or quality of the order, stock would be liable to be rejected and no loss/expenditure incurred by the firm on this account will be payable by the Planning Commission. The firm will be required to supply as per the specifications conveyed in supply order.
- ix) The firm would be required to deliver the goods at their cost in Planning Commission located at Yojana Bhavan, Sansad Marg, New Delhi.
- x) No request/claim for any hike in the approved rates (exclusive of government taxes) would be entertained, under any circumstances, during the period of the Contract.
- xi) The bill should be submitted in triplicate. Government tax, namely, Service Tax/VAT will be payable wherever applicable and the bill to be submitted by the firm should bear valid tax registration number. Validity of the tax registration during the period of contract shall be the sole responsibility of the firm.
- xii) The quotations should be dropped in a tender box kept at the Reception of Yojana Bhavan, Sansad Marg, New Delhi on or before 15.09.2008 at 11.00 Hours. The sealed envelope containing the quotation should be superscribed "Tender/quotation for provision/installation of Awnings". The quotations shall be opened on the same day at 11.30 a.m. in room

No.411, Yojana Bhavan, Sansad Marg, New Delhi in the presence of the Planning Commission officials and the representative(s) of the firm(s) who may wish to be present.

- xiii) In case of any dispute, the decision of the Head of the Department of the Planning Commission shall be final and binding on both the parties.
- xiv) Planning Commission reserves the right to accept or reject any or all quotation(s) without assigning any reason(s) thereof.
- xv) These terms & conditions are not exhaustive but general in nature. Planning Commission shall have the right to clarify any clause or part thereof of the terms & conditions and that will be final & binding on the firms.

Terms & conditions are acceptable.

Dated:-

(Authorized signatory)
Name of the Firm/Agency
With full Postal Address & Contact Number

Planning Commission

General Branch -I

PROFORMA

Sl. No.		Description of the item	Rates (Rs.) per unit
1.	(a)	Awning (manually operated) – material to be specified	
	(b)	Installation Charges	
2.	(a)	Awning (Automatic type)	
	(b)	Installation charges	
3.	(a)	Fibre Sheets	
	(b)	Installation Charges	

(Authorized signatory)

Name of the Firm/Agency

With full Postal Address & Contact Number