

No. D-15020/01/2014-G-II
Government of India
Planning Commission

Yojana Bhavan, Sansad Marg,
New Delhi-1100 01, Date:07/05/2014.

NOTICE INVITING TENDER

Subject: Limited Tender Enquiry for purchase of crockery, cutlery and kitchen operational items / equipments for a canteen to be set up in the premises of Yojana Bhawan, Planning Commission.

Limited Tenders are invited from reputed suppliers, for supply crockery, cutlery and kitchen operational items / equipments for a canteen to be set up in the premises of Yojana Bhawan, Planning Commission. List of items is given at Annexure-I (Financial Bid).

2. The quantities of requirement as indicated in the "**Annexure-I (A&B) - Financial Bid Proforma**" may vary at the time of placing order. The rates accepted through the instant tendering process will remain valid for a period of six (06) months from the date of opening the bids.

3. Bidders have to submit their bids and accompanying documents during office hours on any day from 07.05.2014 to 27.05.2014 and upto 2.00 P.M. on 28.05.2014, all documents being required as per check list at Annexure-II, alongwith the EMD and a sealed cover containing the Financial Bid, as per Annexure-I (A,B & C). All the documents to be submitted are to be put in a sealed envelope, superscribed with the words "Tender for supply of crockery, cutlery and kitchen operational items / equipments for Yojana Bhavan Canteen" and the same is to be deposited in the Tender Box captioned "Tender Box for Bids for supply of crockery, cutlery and kitchen operational items / equipments for Yojana Bhavan Canteen" kept at the Reception Area of Planning Commission, Yojana Bhavan. The Tender Document can be viewed and downloaded from Planning Commission's website <http://planningcommission.nic.in>.

4.	Earnest Money Deposit:	Rs.25,000/- (Rs. Twenty five thousand only) in the form of a Pay Order drawn in favour of the "Pay & Accounts Officer, Planning Commission, New Delhi".
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(Awinash Chandra)

Under Secretary to the Govt. of India

Contd...p.2/-

(अविनाश चन्द्र)
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5.	Important dates:	
(i)	Date from which tender can be submitted online	07.05.2014
(ii)	Last Date for submission of bids	28.05.2014 upto 2.00 P.M.
(iii)	Date for opening and evaluation of bids	At 3.00 P.M. on 28.05.2014 in Room No. 412, Yojana Bhavan, Sansad Marg, New Delhi. One authorised representative per bidder may attend the bid opening. For every bidder, the authorized signatory under whose signature the financial bid would be submitted would have to authorize the representative who would be attending the meeting for bid opening.

6. Planning Commission reserves the right to reject any/all bids without assigning any reason(s) therefor.

07/05/2014
(Awinash Chandra)
Under Secretary to the Govt. of India
Tel. No. 2309 6733
(अविनाश चन्द्र)
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TERMS AND CONDITIONS AND GENERAL INFORMATION FOR THE BIDDERS

1	Method of submission of bids	Bidders have to submit during office hours on any day from 07.05.2014 to 27.05.2014 and upto 2.00 P.M. on 28.05.2014, all documents as per check list at Annexure-II, alongwith the EMD and the Financial Bid, as per Annexure-I (A,B&C), to be put in a bigger sealed envelope, superscribed "Tender for supply of crockery, cutlery and kitchen operational items / equipments for Yojana Bhavan Canteen" and deposit it in the Tender Box captioned "Tender Box for Bids for supply of crockery, cutlery and kitchen operational items / equipments for Yojana Bhavan Canteen" kept at the Reception Area of Planning Commission, Yojana Bhavan. The Tender Notice can be viewed and downloaded from Planning Commission's website http://planningcommission.nic.in .
2	Documents to be submitted alongwith with the bid.	Check list of documents is given at Annexure-II. Note: The bidders are advised, in their own interest to submit copies of the requisite documents as per the check list at Annexure-II, along with the bid, failing which the bid may be declared non-responsive / incomplete and rejected without any further reference to the concerned bidder(s).
3	Date and time for submission of bids	On any day during office hours from 07.05.2014 to 27.05.2014 and upto 2.00 P.M on 28.05.2014.
4	Time, Date and Venue for opening of bids.	At 3.00 P.M. on 28.05.2014 in Room No.412, Yojana Bhavan, Sansad Marg, New Delhi. Financial bids of qualifying bidders will be opened on the same day. One authorised representative per bidder may attend the bid opening.
5	Earnest Money Deposit(EMD)	The EMD of Rs.25,000/- (Rs. Twenty five thousand only) has to be deposited alongwith the bid, in the form of a Pay Order drawn in favour of the Pay & Accounts Officer, Planning Commission, New Delhi.
6	Eligibility Criteria Conditions (Technical Details)	
6(a)	Office	The Office or a branch office of the bidder should be located in the NCR Region. Supporting document should be attached with the bid.
6(b)	TAX Registration Nos. and Bank Account	The bidder should have a Bank Account, TIN No. and PAN in the Company's name. Supporting documents should be attached with the bid.

27/5/2014

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TERMS AND CONDITIONS AND GENERAL INFORMATION FOR THE BIDDERS

6(c)	Copies of Supply Order of similar nature	Copies of minimum three supply orders of similar works from Govt. Ministries / Departments / PSUs, during the last three years, should be attached with the bid.
6(d)	Earnest Money Deposit(EMD)	The EMD of Rs.25,000/- (Rs. Twenty five thousand only) has to be deposited alongwith the bid, in the form of a Pay Order drawn in favour of the Pay & Accounts Officer, Planning Commission, New Delhi.
6(e)	Non Blacklisting	The bidder should NOT have been blacklisted by any Government Department. Undertaking to this effect should be given in " Annexure-III – Declaration " and submitted with the bid.
6(f)	Declaration Annexure-III	Copy of duly filled and signed " Annexure-III – Declaration " has to be submitted with the bid.
6(g)	Termination / Arbitration Clauses:	<p>1. The competent authority in Planning Commission reserves full authority to terminate the contract, at any point of time, for breach of any of the terms and conditions of the contract, or for unsatisfactory performance or for any other reason, by giving one month's notice. The decision of the Planning Commission will be final in this regard. Termination of the contract will result in forfeiture of Performance Security Deposit (as would have to be given by the successful bidder, when he would be awarded the contract as a result of the finalisation of the instant tendering process) and initiation of action for blacklisting the Contractor.</p> <p>2. Any controversy or dispute arising out of this contract shall be referred to the sole arbitration of the HoD, Planning Commission, New Delhi or to any officer nominated by him. There shall be no bar to the reference of dispute to the arbitrator or such an officer as nominated by the HoD even though the said officer is an employee of the Planning Commission, New Delhi and might have dealt with the matter earlier or expressed his opinion thereon. In case the arbitrator to whom the matter earlier is originally referred to is transferred or vacates his office or is unable to act for any reasons, the HoD shall be competent to appoint another person as arbitrator, who shall be entitled to proceed with the reference, from the stage at which it was left by his predecessor. No person other than the one nominated by the HoD shall act as arbitrator.</p>

7/7/2014

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TERMS AND CONDITIONS AND GENERAL INFORMATION FOR THE BIDDERS

6(g) Termination Arbitration Clauses:	/	<p>The decision of the HoD or the officer nominated by him shall be final and binding on the party/parties. The limitation for filling claim for arbitration is (90) ninety days from the expiry of the contract period and in case no claim is filed within this period, it shall be presumed that there is no claim.</p> <p>3. Subject to the above, the provisions of the Arbitration Act, 1996 or any statutory modification on enactment thereof and rules made thereunder and for the time being in force, shall apply to arbitration proceedings under this Clause.</p> <p>4. The arbitrator may from time to time extend the time for making and publishing the award. He may do so without any need for obtaining the consent of the party / parties to the dispute.</p> <p>5. Any notice/direction given to the Second Party under the terms of this agreement shall be considered to be duly served if the same have been delivered to, left for or dispatched by Registered Post to the Second Party at his last known address. Any notice to be given to the First Party shall be considered as duly served if the same is delivered to, left or dispatched by the Registered Post at his last known address. Any notice so posted shall be prima facie proof of serving notice at the expiration of the time in which it reaches in the ordinary course of post.</p> <p>6. The competent authority in Planning Commission reserves the right to withdraw/relax any of the terms and condition mentioned above so as to overcome any problem that may arise at a later stage.</p>
7	Successful Bidder	Subject to fulfillment of eligibility criteria conditions as per sl. No.6 above, the bidder whose total quoted cost is the lowest will be declared as the successful bidder. Only the total quoted cost (as per Financial Bid Proforma – Annexure-I {A,B&C}) would be taken into consideration while deciding the L1 bidder.
8	Bid Validity	The validity period of the bids will be ninety (90) days from the date of opening of bids.
9	Delivery	The goods have to be supplied within one weeks (07days) from the date of placing order at no extra cost towards transportation, cartage, handling etc.
10	Responsibility	It will be the responsibility of the successful bidder to supply the goods to the satisfaction of the Planning Commission's officers, and have it delivered at 4 th Floor Canteen Area of Planning Commission, Yojana Bhavan, Sansad Marg, New Delhi – 110 001.

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TERMS AND CONDITIONS AND GENERAL INFORMATION FOR THE BIDDERS

11	Rate Contract	The rates quoted by the successful bidder will be deemed to be a rate contract for supply of the goods to Planning Commission for a period of 6 months from the date of finalisation of the contract. During this period, Planning Commission may place further order(s) for the item(s) and the contractor will be under obligation to supply the goods as per the rates accepted as a result of the instant tendering process and on the same terms and conditions. During the period of the validity of the rate contract, if the validity of the Pay Order retained by Planning Commission as Performance Security expires, the awardee of the contract will get it renewed and redeposit it. Acceptance of the contract will deem that the contractor has agreed to all the terms and conditions of the contract and for supply of the goods on the same rates and terms and conditions during the period of six months from the date of award of contract, for any number of orders placed.
12	Incomplete Bid	Any bid found incomplete will be declared non-responsive.
13	General Information	
13(a)		The EMD of unsuccessful bidders will be returned after finalisation of contract.
13(b)		The EMD of the successful bidder will be retained as Performance Security till fulfillment of all contractual obligations.
13(c)		Failure to fulfill any part of the contract will result in annulment of the contract and forfeiture of the EMD deposited by the successful bidder. Further, in such an event, the successful bidder will also be blacklisted for supply to Planning Commission for 3 years.
13(d)		No enquiry on the instant tendering process will be entertained after opening of the bids.
13(e)		The contractor will raise a proper invoice complete in all respects. Payment will be made through RTGS after proper SITC of goods and satisfactory completion of all contractual obligations.
13(f)		Planning Commission reserves the right to reject any/ all offer(s) without assigning reason(s) therefore.

(Awinash Chandra)

Under Secretary to the Govt. of India

Tel. No. 2309 6733

(अविनाश चन्द्र)

(AWINASH CHANDRA)

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**FINANCIAL BID PROFORMA FOR KITCHEN AND KITCHEN OPERATIONAL
EQUIPMENTS**

1	Total (Rs.) rates quoted for items at Annexure 1(A)	
2	Total (Rs.) rates quoted for items at Annexure 1(B)	
3	Total (Rs.) of Annexure 1(A) + 1 (B) in figures	
4	Total (Rs.) of Annexure 1(A) + 1(B) in words	

Financial Bid Evaluation Criteria:

The bidder whose total rates, as quoted at sl. nos. 3 and 4 of the Annexure 1(C), i.e, Total rates quoted for Annexure 1(A) + 1(B) are the lowest will be declared the successful bidder, subject to his fulfillment of rest of the terms and conditions stipulated in the tender document.

Note:

1. OVERWRITING / STRIKE-THROUGH, ETC. NOT ACCEPTABLE IN THE FINANCIAL BID FORM

2. S.S. – Stainless Steel

3. The Financial Bid should be filled, signed and put in a separate sealed envelope superscribed “Tender for supply of crockery and cutlery for Yojana Bhawan Canteen” and put in the bigger sealed envelope containing relevant documents, EMD, etc. and deposited in the Tender Box captioned “Tender Box for Bids for supply of crockery and cutlery and kitchen operational equipments for Yojana Bhavan Canteen” kept in the Reception Area of Planning Commission, Yojana Bhavan.

Date:

Signature of bidder:

Place:

Full Name:.....

Company's Seal :.....

(Awinash Chandra)

Under Secretary to the Govt. of India
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CHECK LIST

Sl.No.	Copies of the following documents have to be submitted with the bid.
A.	
1	Office address Proof
2	TAX Registration Nos. and Bank Account Proof
3	Supply Order Proof
4	Pay Order (EMD) for Rs.25,000/- (Rs. Twentyfive thousand only)
5	Non Blacklisting " <u>Annexure-III – Declaration</u> "
6	Duly filled and signed " <u>Annexure-III – Declaration</u> "
7	If the bidder is exempted from submission of EMD, copy of relevant orders / documents regarding such exemption to be attached with the bid.
B	Bidders have to submit during office hours on any day from 07.05.2014 to 27.05.2014 and upto 2.00 P.M. on 28.05.2014, all documents as per check list at Annexure-II, alongwith the EMD and the Financial Bid, as per Annexure-I (A,B &C), to be put in a sealed envelope, superscribed "Tender for supply of crockery and cutlery for Yojana Bhavan Canteen" and deposit it in the Tender Box captioned "Tender Box for Bids for supply of crockery and cutlery, and kitchen operational equipments, for Yojana Bhavan Canteen" kept in the Reception Area of Planning Commission, Yojana Bhavan. The Tender Document can be viewed and downloaded from Planning Commission's website http://planningcommission.nic.in .

Handwritten signature and date: 27/5/2014

(अविनाश चन्द्र)
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DECLARATION

(To be signed by the authorised signatory of the bidding firm / company)

1. I, Son / Daughter of Shri Proprietor / Partner / Director am the authorized signatory for signing this declaration and execution of this tender document.
2. I have carefully read and understood all the terms and conditions of the instant tender and they are fully acceptable to me;
3. Our company has **NOT** been blacklisted by any Govt. Ministry / Department.
4. Service / Contract of our company has never been terminated by the Planning Commission.
5. The information / documents furnished / submitted by me with this tender are true to the best of my knowledge and belief.
6. I am well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Date:

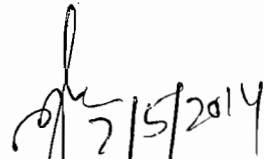
Place:

Signature of authorized person

Full Name:

Company's Seal :

N.B.: The above declaration, alongwith a copy of the terms and conditions, duly signed and sealed in each page, by the authorized signatory of the agency in token of acceptance of the terms and conditions, should be attached with the bid.



(Awinash Chandra)

Under Secretary to the Govt. of India

Tel. No. 2309 6733

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FINANCIAL BID PROFORMA FOR CROCKERY AND CUTLERY ITEMS

Sl.no.	Name of item, capacity, size, make	Qty required Units in dozens unless otherwise specified	Unit Price (Rs.) inclusive of all taxes, delivery charges, if any. Units in dozens unless otherwise specified	Total cost (Rs.) for number of units specified in column no. " C" Units in dozens unless otherwise specified
(A)	(B)	(C)	(D)	(E) = (C) X (D)
1.	Compartment Thali 6 sections Acrylic	30 doz		
2.	Dinner Plate 10" acrylic	20 doz		
3.	Half Plate 7" acrylic	20 doz		
4.	Curry bowls 150 ml. acrylic	20 doz		
5.	Large Service Bowls 500 ml. acrylic	4 doz		
6.	Tea cup and saucers 150 ml bone china	30 doz		
7.	Soup bowls with saucer spoons 170 ml. acrylic	15 doz		
8.	Water glass 200 ml FGA/ frosted	35 doz		
9.	Tea spoon Stainless Steel high quality	25 doz		
10.	AP Spoon Stainless Steel high quality	25 doz		
11.	AP Fork Stainless Steel high quality	25 doz		
12.	Service Spoon Stainless Steel high quality	3 doz		
13.	Service Fork Stainless Steel high quality	2 doz		
14.	AP Knives Stainless Steel high quality	6 doz		
15.	Tongs (Noodles) Stainless Steel high quality	1 doz		
16.	Tongs (Flat) Stainless Steel high quality	1 doz		

24/5/2014
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नई दिल्ली/New Delhi

FINANCIAL BID PROFORMA FOR CROCKERY AND CUTLERY ITEMS

Sl.no.	Name of item, capacity, size, make	Qty required Units in dozens unless otherwise specified	Unit Price (Rs.) inclusive of all taxes, delivery charges, if any. Units in dozens unless otherwise specified	Total cost (Rs.) for number of units specified in column no."C" Units in dozens unless otherwise specified
(A)	(B)	(C)	(D)	(E) = (C) X (D)
17.	Tongs (All Purpose) Stainless Steel high quality (Medium size)	1 doz		
18.	Ice Bucket 8 to 10 ltrs	2 nos		
19.	Milk Pot 100 ml SS	24 pcs		
20.	Tea Pot 500 ml SS	2 doz		
21.	Tea Pot (Bone China) 500 ml	1 doz		
22.	Sugar cube pot SS	24 nos		
23.	Water Jug 1 ½ ltr SS	24 pcs		
24.	Sauce Pot Acrylic 3 Section	3 doz		
25.	Tin cutter SS	5 nos.		
26.	Chaffing Dish Set With double boiler pans	2 set		
27.	GN Pans 1/1 SS	3 doz		
28.	Soup tureen electric	2 nos		
29.	Salad platter SS	3 nos		
30.	Tray unbreakable 12" X 16"	2 doz		
31.	Salver unbreakable 12" diameter	2 doz		
32.	Kitchen knives Different sizes	2 doz		
33.	Peelers	1 doz		
34.	Sugar tongs Small size SS	2 doz		
35.	Chinese chopper SS	2 nos.		

7/5/2014
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FINANCIAL BID PROFORMA FOR CROCKERY AND CUTLERY ITEMS

Sl.no.	Name of item, capacity, size, make	Qty required Units in dozens unless otherwise specified	Unit Price (Rs.) inclusive of all taxes, delivery charges, if any. Units in dozens unless otherwise specified	Total cost (Rs.) for number of units specified in column no."C" Units in dozens unless otherwise specified
(A)	(B)	(C)	(D)	(E) = (C) X (D)
36.	Cruet set SS	2 doz		
37.	Thermo flask 500 ml	4 doz		
38.	Bread basket Jute oblong shaped	24 nos.		
39.	Tea Urn 10 ltrs SS	5 nos.		
40.	Divider SS	2 doz		
41.	Napkin holder	2 doz		
42.	Steel bowl	2 doz		
43.	Chinese sauce set bone china	2 doz		
44.	Tray 12" X 16" antiskid	2 doz		
45.	Tray round 14" antiskid	2 doz		
46.	Tray round 16" antiskid	1 doz		
47.	Griller / Toaster	1 no.		
48.	Chefing dish ladle	1 doz		
49.	Soup ladle	1 doz		
50.	Chatni katori Acrylic	5 doz		
51.	Sugar sachet holder Bone China	4 doz		
52.	Cream Bone china	4 doz		
53.	Toothpick holder	1 doz		
54.	Total (Rs.) in figures			
55.	Total (Rs.) in words {the total of rows above, column (E)}			

07/15/2014
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FINANCIAL BID PROFORMA FOR KITCHEN (OPERATIONAL) EQUIPMENTS

Sl.No.	Items, capacity	Quantity (in Nos)	Unit Rate (Rs.) inclusive of all taxes, delivery charges, if any, etc.	Total Rates (Rs.) for numbers indicated in column "C"
(A)	(B)	(C)	(D)	(E) = (C) X (D)
1.	SS heavy bottom Handi For cooking (24" size)	4		
2.	SS heavy bottom Handi For cooking (20" size)	3		
3.	SS heavy bottom Handi For cooking (18" size)	3		
4.	SS heavy bottom Handi For cooking (16" size)	3		
5.	SS heavy bottom Handi For cooking (5 ltr. Size)	4		
6.	Sauce Pan For cooking (10" size)	5		
7.	Laddle flat (16" size)	6		
8.	Frying pan (10" size)	6		
9.	Chinese Wok	5		
10.	Ladels(Small)	10		
11.	Ladels(Large)	10		
12.	Whisk	4		
13.	Slicer(Flat)	4		
14.	Rolling pin	8		
15.	Dust bin with hut lids For garbage (40ltr cap)	5		
16.	Collander(Large)	4		
17.	Chopping board(Red) For raw meat	2		
18.	Chopping board(Blue) For raw fish	2		
19.	Chopping board(Green) For Veg.	4		
20.	Chopping board(White) For dairy product	4		

7/15/2014
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FINANCIAL BID PROFORMA FOR KITCHEN OPERATIONAL EQUIPMENTS

Sl.No.	Items, capacity	Quantity (in Nos)	Unit Rate (Rs.) inclusive of all taxes, delivery charges, if any, etc.	Total Rates (Rs.) for numbers indicated in column "C"
(A)	(B)	(C)	(D)	(E) = (C) X (D)
21.	Steel Bowls(SS) Med size	20		
22.	Paraat(Aluminium)	4		
23.	Idly Steamer(SS) 96 cap-commercial	1		
24.	Pressure Cooker (SS Small ISI Mark) 10 ltrs	2		
25.	Pressure Cooker)SS Large ISI Mark) 22 ltrs	2		
26.	Soup Strainer(SS)	4		
27.	Weighing Scale(5 KG)	2		
28.	Weighing Scale (100 KG)	1		
29.	Mixer Grinder (ISI Mark)	2		
30.	Aluminum Trays	20		
31.	SS Containers(Round) 30 ltr/with lids	12		
32.	Pearl Pet Jars 2 to 5 ltrs - 3 each	12		
33.	Juicer Mixer grinder (ISI Mark)	1		
34.	Room Service Trolleys	3		
35.	HDPP (High Density Poly pallets)	4		
36.	Vegetable/Fruit storage Crates (plastic)	6		
37.	Stainless Steel drums Small / Large for Atta / maida / Bread Crumb / Besan, etc	6		
38.	Total (Rs.) in figures			
39.	Total (Rs.) in words {the total of rows above, column (E)}			

7/15/2014
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FINANCIAL BID PROFORMA FOR KITCHEN AND KITCHEN OPERATIONAL
EQUIPMENTS

1	Total (Rs.) rates quoted for items at Annexure 1(A)	
2	Total (Rs.) rates quoted for items at Annexure 1(B)	
3	Total (Rs.) of Annexure 1(A) + 1 (B) in figures	
4	Total (Rs.) of Annexure 1(A) + 1(B) in words	

Financial Bid Evaluation Criteria:

The bidder whose total rates, as quoted at sl. nos. 3 and 4 of the Annexure 1(C), i.e, Total rates quoted for Annexure 1(A) + 1(B) are the lowest will be declared the successful bidder, subject to his fulfillment of rest of the terms and conditions stipulated in the tender document.

Note:

1. OVERWRITING / STRIKE-THROUGH, ETC. NOT ACCEPTABLE IN THE FINANCIAL BID FORM

2. S.S. – Stainless Steel

3. The Financial Bid should be filled, signed and put in a separate sealed envelope superscribed "Tender for supply of crockery and cutlery for Yojana Bhawan Canteen" and put in the bigger sealed envelope containing relevant documents, EMD, etc. and deposited in the Tender Box captioned "Tender Box for Bids for supply of crockery and cutlery for Yojana Bhawan Canteen" kept in the Reception Area of Planning Commission, Yojana Bhavan.

Date:

Signature of bidder:

Place:

Full Name:.....

Company's Seal :.....

(Awinash/Chandra)

Under Secretary to the Govt. of India

Tel. No. 2309 6733

(अविनाश चन्द्र)
(AWINASH CHANDRA)
अवर सचिव/Under Secretary
योजना आयोग/Planning Commission
भारत सरकार/Govt. of India
नई दिल्ली/New Delhi

