

No. D-31011/6/2011- Caretaker
Government of India
Planning Commission
(Caretaker Cell)

Yojana Bhavan, Sansad Marg,
New Delhi, the 12th July, 2011

To,

As per list

Subject: - Tender for Supply of Sanitary Items for the Planning Commission and EAC to PM, Vigyan Bhavan.

Sir,

Sealed Tender are invited from reputed suppliers in the enclosed proform for supply of sanitary items on contract basis to the Planning Commission, Yojana Bhavan, Sansad Marg, New Delhi and EAC to PM, Vigyan Bhavan for a period of one year from the date of award of contract.. The terms and conditions of the contract are mentioned below:-


1. The tender in the prescribed form should be typed on company letter head and kept in an envelope super-scribed " **Tender for Supply of Sanitary Items**" and dropped in the tender box kept at the Reception area of Yojana Bhavan for five working days and during working hours till 27.07.2011.(2:30 PM) Tender will be opened at 3:00 PM on 27.07.2011 in room no. 412 Yojana Bhavan, New Delhi by a committee constituted for this purpose in the presence of representatives of such tenderer, who may wish to be present at the time of opening of tender.
2. Tender must be accompanied by a **Demand Draft/PAY ORDER/BANKER'S Cheque** of Rs. 27,000/- (Rupees twenty seven thousand only) drawn in favor of Pay & Accounts Officer, Planning Commission towards Earnest Money deposit. EMD in any other form or tender received without EMD will be summarily rejected. Tender received after due date and time will not be accepted under any circumstances.
3. The tenderer should have minimum experience of one year in supply of sanitary items to Central Government Ministries / Deptt./PSUs/Public Sector banks etc. and also having sound financial standing. Copies of the tax registration, PAN No. Service tax Reg. No, Experience certificate etc. should be enclosed with the tender

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4. Details, regarding make, specification, etc. have been given against various items in the enclosed proform at Annexure 'A'. Rates should strictly be quoted accordingly. For the items where brand has not been indicated rates should be quoted for good quality product and the brand name should be mentioned in the tender.
5. The tenderer shall provide name and mobile number of a person, who can be contacted at any time even beyond office hours and on holidays. The tenderer should be capable of taking orders and supplying the desired items, even at a short notice.
6. The selected firm will be required to supply the items to the Planning Commission at Yojana Bhavan and EAC office at Vigyan Bhavan without any extra transportation charges.
7. Any item which is found to be defective, or not of the desired quality, etc. shall be returned by this office and the order placed therefore shall stand cancelled
8. The Competent authority in Planning Commission will have right to cancel order(s), if the required items are not supplied in time.
9. Government taxes as applicable from time to time on such supplies shall be payable by this office. However the taxes applicable should be mentioned in the tender document. All bills raised by the firm should have tax registration numbers printed on it. Validity of the tax registration during the contract period shall be the sole responsibility of the firm.
10. The rates quoted by the selected firm shall remain valid through out the period of contract and request to increase the rates for any item(s), during the validity period of the contract, shall not be considered.
11. The selected firm will have to deposit a performance security of 8% of annual contract value in the form of F.D.R. in favour of Pay & Accounts officer, Planning Commission. The F.D.R. should be valid for sixty days beyond the period of contract of one year. In case of extension of contract, the validity of the performance security will have to be extended or fresh performance security will have to be submitted.
12. The tenderer should enclose a signed copy of the terms and conditions as a token of his acceptance of the terms & conditions failing which the bid will be rejected summarily.
13. This Commission will have authority to reject any /all tender(s) without assigning any reasons thereof. Any enquiry after submission of the tender will not be entertained.



14. If any dispute arises between Planning Commission and the firm with reference to the contract, the decision of the competent authority, Planning Commission will be final and binding on the firm.
15. In case, the successful bidder declines the offer of contract, for whatsoever reason(s), the earnest money will be forfeited.
16. In case, the selected firm after award of the contract refuses or expresses inability to supply items at the approved rates during the period of contract, the performance security shall stand forfeited besides annulment of the contract.
17. If the selected firm supplies substandard/poor quality of material, its contract will be terminated & performance security will be forfeited.
18. The period of contract shall be effective from the date it is awarded after completion of formalities and will be valid for a period of one year.
19. The contract will be awarded to that firm whose total annual tentative contract value quoted in the bid will be lowest.
20. The contract may be extended for a further specific period on quarterly/half yearly/annually basis upto maximum period of two years subject to satisfactory services, on the same rates and terms & conditions.
21. This Commission reserves the right to conduct performance review at any time during the contract period and deficiencies if any, will be required to be rectified and compliance reported. This Commission further reserves the rights to terminate the contract at any point of time without assigning any reason(s)
22. Payment will be made on monthly basis on satisfactory receipt of goods and bill along with delivery challans.


12.7.11

(T. Nanda Kumar)

Under Secretary to the Govt. of India

Copy to:

1. Director (C&I), Planning Commission with the request to upload the tender notice in the Planning Commission's website.

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List of Sanitary Items for which rate is to be quoted by the firm

Sl No.	Items	Rate per unit (In Rs.)	VAT (%)	Tentatively Quantity Per Annum	Annual Tentative Value per Year(including Vat (In Rs.)
1.	Cleanzo Metropol (1 can containing 5 ltrs)			50 cans	
2.	Phenyl Trishul (5 ltrs.)			10 cans	
3	White Duster (36X36 ')			10 Dozen	
4	White Duster (24X24 ')			400 Dozen	
5	Yellow Duster (36X36')			30 Dozen	
6	Floor Duster (36X36 ')			12 Dozen	
7	Liquid hand wash (5 ltrs.) Pink colour			20 cans	
8	Dettol Hand wash (900ml)bottle			6 bottle	
9	Dettol Hand wash (250ml), Bottle			24 bottle	
10	Sulphuric Acid 1 ltrs.			10 ltrs.	
11	Harpic 500ml			50 bottle	
12	Colin 500ml			150 bottle	
13	Room Freshener (Premier)			1200	
14	Hit Spray 500ml			600	
15	Begyon spray (5ltrs. can) Beyer			15 cans	
16	Spray Pump (good quality)			12 nos.	
17	Brasso 500ml			12 nos.	
18	Pitambari 100gm. (Brass polish)			20 pkts.	
19	Phool Jharu (good quality)			36 nos.	
20	Senkh Jharu (good quality)			36 nos.	
21	Long handle Jharu (good quality)			12 nos.	
22	Jale Remover (good quality)			12 nos.	
23	Bucket 20 ltrs. (poly set)			12 nos.	
24	Mug (poly set)			12 nos.	
25	Dustbin Hut type (Big Size) (poly set)			12 nos.	
26	Dustbin foot operate (poly set)			12 nos.	
27	Dust pan (Maya)			12 nos.	
28	Plastic Bags stronger big size			50 nos.	
29	Face Tissue Paper perfumed (wintex)			800 box	
30	Napkin Paper (wintex)			24 nos.	
31	Toilet Roll (Gole Paper) wintex			24 nos.	
32	Lux Soap 110gm.			1200 nos.	
33	Naphthalene Balls per kg. (Almora)			80 Kg.	
34	Odonil 75gm. (Balsara)			300 nos.	
35	Odofresh (Blossom)			36 pkts.	

36	Sanitary Cubes 400 gm.(Homacol)		36 pkts.
37	Plastic Scrubber 1 st quality		4 dozen
38	Scotch Bright		4 dozen
39	Toilet Flush Cleaner (Harpic cubes)		4 dozen
40	Wiper (Small Size) Unique		24 nos.
41	Wiper (Big Size) Unique		24 nos.
42	Vim Ultra per kg.		1000 kg.
43	Toilet Brush (Unique)		12 nos.
44	Torch Battery Cell (Eveready)		24 nos.
45	Pencil Cell -do-		24 nos.
46	Electronics Dispenser (Room freshener) Unicare		12 nos.
47	Dispenser Refill (Unicare)		24 nos.
48	All-Out Machine (Full set)		150 nos.
49	All-Out Refill 45 night		150 nos.
50	Towel 76X152 (Opel) (Big Size)		24 Dozen
51	Towel 61X122 (Opel) (Medium size)		24 Dozen
52	Towels Hand		4 Dozen
53	White Towel full Size Bombay Dying		4 Dozen
54	Rat Prision		12 nos.
55	Rat tape (Trouble Gum)		250 nos.
56	Rat Killer (Roban)		2 Dozen
57	Dispenser (Gun Machine)		12 nos.
58	Door Mate (3x2 foot)		12 nos.
59	Door Mate (2x1.5 foot)		12 nos.

Total annual contract value=
(Both in figure and words)

Place:

Sign. & Name of the authorized
Signatory of the firm:
seal of the firm

Date: