

क्र. 6-1/2011-त.प.
इंदिरा गांधी राष्ट्रीय मानव संग्रहालय
शामला हिल्स, भोपाल-462013

अल्पावधि निविदा आमंत्रण

इंदिरा गांधी राष्ट्रीय मानव संग्रहालय में समय-समय पर क्रय होने वाली वाटरप्रूफ बलॉक बोर्ड एवं प्लाई के लिये रजिस्टर्ड फर्मों से मोहरबंद निविदा निर्धारित निविदा प्रपत्र पर उल्लेखित धरोहर राशि सहित (डिमांड ड्राफ्ट द्वारा) अधोहस्ताक्षरकर्ता के कार्यालय में दिनांक 27/12/2011 अपराह्न 16.00 बजे तक आमंत्रित की जाती है जो उसी दिन 16.30 बजे उपस्थित निविदाकर्ताओं के समक्ष खोली जायेगी। सामग्री/सेवाओं, शर्तों का विस्तृत विवरण निविदा प्रपत्र के साथ कार्यालय में कैशियर के पास रू.500/- के भुगतान पर दिनांक 27/12/2011 को अपराह्न 15.00 बजे तक कार्यालयीन दिवसों में प्राप्त किया जा सकता है। अधिक जानकारी तथा निविदा प्रपत्र संग्रहालय की वेबसाइट: www.igrms.com पर भी उपलब्ध है।

क्र.	सामग्री का नाम	नग	अनुमानित कीमत	धरोहर राशि
1.	यूरो वाटर प्रूफ ब्लाक बोर्ड 8' × 4' × 19mm	35	1,00,000 /-	2,500 /-
2.	ग्रीन प्लाई वॉटर प्रूफ ब्लाकबोर्ड 8' × 4' × 19mm	30	1,00,000 /-	2,500 /-

निदेशक

शामला हिल्स, भोपाल-462 013 (म.प्र.)
दूरभाष: 0755.2661319, 2661589 फ़ैक्स: 0755.2661458
INDIRA GANDHI RASHTRIYA MANAV SANGRAHALAYA
(An autonomous organization of Govt. of India, Deptt. of Culture, Min. of Tourism & Culture)
Shamla Hills, Bhopal-462 013 (M.P.)
Tel: 0755-2661319, 2661589 Fax: 0755-2661458
email: directorigrms@gmail.com

निविदा सूचना क्र. 6-1/2011-त.प.
Tender Notice No.: 6-1/2011-T.C.

दिनांक 21 दिसम्बर, 2011
Date: 21 December, 2011

निविदा आमंत्रण सूचना / Notice Inviting Tenders

आई.एस.आई. चिह्नित वाटर प्रूफ ब्लॉक बोर्ड / Supply of Water Proof Block Board, ISI marked/Green Ply

यूरो/ग्रीन प्लाई के अधिकृत डीलर्स/प्रदायकर्ताओं से एतद् द्वारा निम्नलिखित वस्तुओं/सेवाओं के लिए मुहरबंद निविदाएं आमंत्रित की जाती हैं।
Sealed tenders are hereby invited from reputed authorized Euro/Green Ply dealers/Suppliers for the supply of the following articles:

S.No.	Nature of Stores & Quantity	Approximate Total cost	EMD 2½%	SD
1.	Supply of Euro Water Proof Block Board ISI marked/ Green Ply Water proof Block Board			
	i) Euro Water Proof Block Board, ISI marked Size 8'x4'x19mm Thick (In 35 number)	1.00 लाख	2500/-	
	ii) Green Ply Water proof Block Board 8'X4' 19mm Thick (30 Nos.)	1.00 लाख	2500/-	

Last date and time of sale of tenders 27/12/2011 upto 15.00 hrs

Last date and time for submission of tenders 27/12/2011 upto 16.00 hrs.

Time and date of opening of received tenders 16:30 hrs of 27/12/2011

Venue of opening of tender Conference Room, IGRMS, Bhopal

Cost of tender form Rs.500/-

Tender form may be downloaded from the museums website at www.igrms.com and may be sent along with DD for Rs.500/- in favour of Director, IGRMS, payable at Bhopal.

Sir,

I/We hereby agree to undertake the above work for the Director, IGRMs, Post Box No.2, Shamla Hills, Bhopal at the rates/amount quoted by me/us in the attached tender document. I/We abide by all the prescribed rules and regulations & terms and conditions prescribed by the Sangrahalaya. The Earnest money deposit for Rs./- in the form of Demand Draft drawn in favour of the Director, Indira Gandhi Rashtriya Manav Sangrahalaya, Bhopal on (Name of the bank) bearing No. Dated is enclosed.

Bhopal
Dated:

Signature of the owner/proprietor
Name of the Firm: Seal

Form No has been issued to M/s The cost of the Tender form has been received
vide MR No. dated

लेखा अधिकारी / डी.डी.ओ.
इन्दिरा गाँधी राष्ट्रीय मानव संग्रहालय
Accounts Officer/DDO
Indira Gandhi Rashtriya Manav Sangrahalaya

इन्दिरा गाँधी राष्ट्रीय मानव संग्रहालय
(भारत सरकार का स्वायत्तशासी संस्थान, संस्कृति मंत्रालय)
शामला हिल्स, भोपाल-462 013 (म.प्र.)
दूरभाष: 0755.2661319, 2661589 फ़ैक्स: 0755.2661458

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निविदा सूचना क्र. 6-1/2011-त.प.
Tender Notice No. 6-1/2011-T.C.

दिनांक 21दिसम्बर,, 2011
Date: 21 December, 2011

Tender documents

Section	Subject
I.	Notice inviting tender
II.	General instructions to tenderer
III.	Credentials & Income tax certificate
IV.	Earnest Money deposit
V.	Validity period
VI.	Security Deposit
VII.	Penalty
VIII.	Specifications
IX.	Payment
X.	Price (Rate) schedule
XI.	Declaration

SECTION-II General Instruction to Tenderer

1. Rates should be recorded only in the prescribed form marked "price schedule" (Sec.X), which has been enclosed with tender documents.
2. No amendment in the rate quoted in the price schedule (Sec.X) will be permitted after opening of the tender.
3. Rates should be quoted in both in figures and words. Basic unit price, excise duty, sale tax etc. should be shown separately.
4. Each page of the documents should be signed by the tenderer with stamp and all documents should be submitted.
5. "Sealed tender" can either be dropped in the "Sealed Tender Box" kept in the Room No.18 of office of IGRMS or sent by post.
6. Tenders received in "sealed Cover only" sent by post will be accepted up to 15.00 Hrs. of the date of opening of the tender.
7. Tenderers may contact O.I.C. Veethi Sankul for any clarification, if necessary.
8. The tender documents are not transferable.
9. Tenderers are invited to be present themselves or through their representative at the time of opening of tenders.
10. Submission of tender will bind the tenderer to the acceptance of all conditions specified in the tender documents. Tenderer shall not impose any conditions of his own.
11. The small-scale industries registered with National Small Scale Industries Corporation(NSIC) under single point registration scheme and desirous of claiming concessions available to such units should submit documents in respect of their monetary limit and financial capacity duly certified by NSIC.
12. The purchaser reserves the right to black list a tenderer for a suitable period in case, he/she fails to honour his/her tender without sufficient ground.

13. The purchaser reserves the right to counter offer the price against the price quoted by the tenderer and negotiate the rates if the price quoted is unreasonably higher than the market rate.
14. The Contractor shall warrant that the stores to be supplied shall be fresh and free from defects and faults in material, workmanship and manufacture and shall be of highest grade and in sealed and packed conditions.
15. Replacement at site under warranty clause shall be made by the contractor free of all charges at site including freight and other incidental charges.
16. Canvassing in any form will be a sufficient ground for rejection of tender.
17. The quantity mentioned in the notice is tentative only and the Director, IGRMS reserve right to make appropriate change.
18. Delivery period should be clearly mentioned in the tender and should not exceed 15 days from the date of receipt of the supply order.
19. The tenderer should be an authorized dealer having tie-up with manufacturer directly. A copy of the authorization should be enclosed, failing which his offer is liable to be rejected.
20. The tenderer should quote their CST/MPST/TIN No. Copy of the registration certificate should be enclosed along with the tender.
21. The Earnest Money Deposit (EMD) (as mentioned in the tender form), should be made in the form of DD payable to the Director, Indira Gandhi Rashtriya Manav Sangrahalaya, Bhopal. Tenders without EMD will not be entertained in any case. No interest will be paid on the EMD deposited with IGRMS, Bhopal.
22. The prices should be F.O.R. in the concerned section of IGRMS, Bhopal. In case of imports, the supplier will have to arrange free delivery at the IGRMS inclusive of freight from foreign supplier, insurance, customs clearance, inland freight etc.
23. The IGRMS shall not be responsible for postal delay/loss in transit.
24. Tenders sent by telegram/fax/email shall not be accepted. Tenders received after the due date and time will not be accepted.
25. The decision of Director, Indira Gandhi Rashtriya Manav Sangrahalaya, Bhopal on any or all matter of dispute and on any other matter relating to tender shall be final and binding on all concerned.

SECTION-III

Credential and Income Tax certificate

1. Tenderer's credentials regarding experience in successful execution of a commercial order issued by Government departments (central or state) PSUs or Autonomous bodies is preferred.
2. Latest Income Tax Certificate may have to be produced by the successful tenderer before the issue of purchase order.

SECTION-IV

Earnest Money Deposit

1. The tenderer shall furnish, as part of his tender earnest money for an amount ₹2500/- equal to 2½% of the amount tendered.
2. The tenderers who are registered with NSIC under single point registration scheme are exempted from submission of EMD upto the amount equal to their monetary limit. A proof regarding current registration with NSIC for the tendered items will have to be attached along with the tender documents (duly attested copy).
3. EMD shall be either in FDR or Account Payee Demand Draft/Banker's Cheque.
4. EMDs of unsuccessful tenderers will be returned to them at the earliest after expiry of the final bid validity but not later than 30 days.
5. The EMD will be returned (refunded) to the successful tenderer on receipt of Security Deposit.
6. EMD is liable to be forfeited (a) if the tenderer withdraws his tender during the period of validity of tender and (b) In the case of successful tender, if the tenderer fails (i) to sign the contract agreement (ii) to furnish security deposit.

SECTION-V
Validity period

1. The validity period of the tender shall be normally six months from the date of issue of acceptance order (Advance Purchase order).
2. The validity period may be extended upto one year if so agreed upon mutually without any hike in the rates quoted.

SECTION-VI
Penalty

In case the contractor fails to complete the delivery of Stores by the date fixed in the supply Order, penalty@0.5% of the value of the delayed supply for each week of delay or part there of shall be charged and recovered from any future payment to the Contractor.

SECTION-VII
Specifications

Please see price schedule. All items should be fully compatible with Specified Euro Green ply water Proof Block Board ISI Marked.

SECTION-VIII
Payment terms

1. Payment shall be made after the delivery of goods on production of the following documents:
 - a. Bills in duplicate
 - b. Delivery challan
 - c. Consignee's receipts on delivery challan.
2. Income tax shall be deducted on the gross amount of the bill.
3. Payment will be made by Account Payee cheques.

SECTION-IX
Declaration

1. It is declared that I being the proprietor/manager of M/s would abide by all the terms and conditions as laid down in the tender documents. I will submit the analysis of the rate quoted if necessary and offer to supply and deliver the stores in conformity with the conditions of contract and specification for the sum shown in the schedule of price attached h/w.
2. If our tender is accepted, we undertake to deliver the goods on placement of purchase order as per the actual delivery schedule given in the purchase order.
3. We agree to abide by the terms and conditions of the tender for a period from
4. We understand that you are not bound to accept the lowest bid and you reserve the right to annual the tender process and reject all tenders without assigning any reasons.

Date :

Signature of the Contractor/Supplier
Name

SECTION-X
Price Rate Schedule

Item Description and Quantity	Basic Unit Price Excluding all charges	Excise Duty		Sales Tax		Any other Tax		Fright forwarding packing and insurance		Unit price including of all charges	Total price inclusive of all charges	Discount offered. If any.	Total discounted price
		%	Amt	%	Amt	%	Amt	%	Amt				
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.	14.
i) Euro water Proof Block Board ISI marked. Tender No. 6-1/2011-TC Size: 8'x4'x19mm Thick – 35 Nos. ii) Green ply water proof block board size 8'x4' x19mm Thick – 30 Nos.													
Total													

Signature of the Tenderer