

By hand

File No. D-20014(3)/2006
Government of India
Ministry of Commerce and Industry
Department of Industrial Policy and Promotion
(Udyog Bhazvan, New Delhi)

Dated 17th June, 2009.

To
The Assistant Media Executive,
DAVP,
Soochana Bhavan, CGO Complex
Lodhi Estate,
New Delhi.

Subject:- Publicity for inviting tender- lifting office sweeping/torn bits in Udyog Bhavan

Sir,

I am directed to convey the administrative approval towards publication of the enclosed tender notice for inviting tender for lifting of office sweepings/torn bits from Udyog Bhavan building. The advertisement is to be published in national news paper published from Delhi (one English and one Hindi). Payment towards this publication will be made immediately on receipt of your demand letter and through authorization from PAO, IPP to PAO DAVP with a copy of sanction order to your office.

It is requested to please accord priority to this publication and payment will be made accordingly.

(Satish Kalothra)
Under Secretary to the Govt. of India

Encl: Tender Notice

1.Hindi

2.English

Copy to NIC with a request for placing the same in the web site of this Deptt.

TENDER NOTICE

Government of India
Ministry of Commerce and Industry
Department of Industrial Policy and Promotion
Udyog Bhavan New Delhi.

Website www/dipp/nic.in - Sealed tenders are invited from the reputed firms, having at least one year experience with contract value of at least 4 lakhs per annum in single Ministry/Department/Semi Government Department/ PSU for the contract for lifting of office sweepings/torn bits and waste paper from Udyog Bhavan. Interested firms/parties may obtain/submit tender document/form on all working days between 1000 and 1600 hours from Room No. 52-B, Ground Floor, Udyog Bhavan, New Delhi. Last date for submission of tenders will be up to 3 PM on 15th day from publication (If the date of publication is 1st July than last date will be 15th July). In case 15th day is holiday than the last date will be next working day. Tender will be opened on same day at 3.30 PM.

LAST DATE FOR TENDER-----

File No. D-20014(3)/2006-SEO
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Udyog Bhavan, New Delhi

Terms and conditions of the award of contract for lifting of office /sweeping/torn bits and waste paper in routine and on weekly basis for a period of one year.

1. Tenderers will be required to submit their bids of details of previous work experience of minimum one year with contract value of at least 4.00 lakhs per annum in single Ministry/Department/Semi Govt. Department/ PUS for the contract for lifting of office sweeping/torn bits and waste paper. Proof of work experience is required to be submitted along with tender Bids are required to be submitted in proforma enclosed.
- 2.. Earnest Money:- The tender/ quotation must be accompanied by an Earnest money deposit of Rs. 30,000/- (Rupees Thirty thousand only) through bank's cheque /Draft in favour of DDO, Department of Industrial Policy and Promotion, New Delhi. 10% of the tendered amount will be the "Security Deposit" in the case of successful highest bidder. The EMD will be refunded to all the tenderers immediately after decision taken with regard to award of contract to successful tenderer. EMD will be forfeited in case successful tenderer fail to abide by the terms and conditions or refuse to undertake the contract. Monthly installment i.e. 1/12 of total contract value is required to be deposited by contractor in advance by 5th of each month. Interested individual/parties may submit tenders to Under Secretary(GA) and drop in the tender box kept in room No. 271-A , 2nd Floor, Udyog Bhavan New Delhi up to 3.00 PM on the 15th day from the date of advertisement in newspaper.

The tender document can also be down loaded from this Department's website . Tenders will be opened at 3.30 PM on the last date i.e. 15th Day from the date of publication of advertisement. The presence of tenderers is also welcomed.

3. Any request for reduction in quoted and/ or accepted rates will not be entertained for any reason during currency of the contract.

4. The Tender of tenderer who do not fulfill any of the above conditions and incomplete tenders are liable to be summarily rejected at the risk and cost of the tenderer only and any further correspondence in this regard will not be entertained.

5. The submission of the tender shall be taken as the implied acceptance of all terms and conditions stipulated herein.

6. Tenderer will not be allowed to withdraw his offer. EMD shall be forfeited at the risk of tenderer if tenderer fails to honour contract.

7. Canvassing in any form is strictly prohibited and tender of tenderer who resort to such activities will be summarily rejected.

8. The rates must be written in figure as well as in words. Erasing and overwriting in the rates quoted will make the tender void. All alteration in the rates should be signed in ink otherwise the quotation/tender will not be considered.

9. The Department reserves the right to curtail contract at its discretion. The contract can also be extended for one more year on same terms and conditions with the consent of the contractor.

10. The successful contractor will have to furnish the name of their authorized workers engaged by him for lifting of waste papers/torn bits and taking them out of the building for storing at DIPP godown. Godown facilities are provided only for a week and hence contractor will make his own arrangements for removal of the stored WP etc. on weekly basis failing which pro rata charges as per approval of the competent authority will be claimed from the contractor. The torn bit/WP material, whatsoever, collected from the building will be removed in all and without any sorting etc. in the building premises. It will be contractor's responsibility to keep the surrounding of the WP Godown neat and clean in all respect otherwise necessary action as deemed fit will be taken by the Department with the approval of the competent authority. Antecedents as

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well as character of the workers engaged by contractor needs to be verified by the contractor. He/she will be held responsible for any lapse on their parts.

11. The Department reserves the right to impose any other conditions for regulating the contract in public interest.

12. The enclosed tender document must be filled in neatly and clearly.

13. Any firm black listed by any Govt/Semi Govt. department on any account or in case the firm has not honoured earlier contract awarded by this Department need not apply.

(Satish Kalothra)

Under Secretary to the Government of India