

Our Ref: Pur/ 3:1/TD

11 07 2011

Subject : Quotation (s) for the supply of Coloured Towels & Table Dusters

Dear Sir (s)

1 Sealed Quotations are invited for the supply of Coloured Towels and Table Dusters as per details given below;

Sl. No	Name of the item	Ceiling Rate	of Qty Required Approximately
1	Towel Coloured size 27"x54"	125.00 Each	1286
2	Table Duster White 22"x22"	12.00 each	2572

THE SAMPLES OF EACH OF THE ABOVE ITEMS MAY BE SEEN INSPECTED AT OUR OFFICE Room No 406 MANAKALYA,PURCHASE SECTION FROM 1000h to 1600h BEFORE 48 HOURS OF CLOSING OF THE DATE.

2 Quotations in a sealed cover super scribed “ Quotations for the supply of Coloured Towels and Table Dusters” should reach the undersigned latest by 1500 hrs on 1 August 2011, which will be opened on the same day at 1530 hrs in the presence of tenderers or their duly authorized representatives. All quotations shall remain open for acceptance for a period for 90 days from the date of opening of quotation.

3 The tenderers are required to send their tender alongwith a Demand Draft of Rs. 5,000.00 drawn in favour of " Bureau of Indian Standards" payable at New Delhi as Earnest Money, which will be refundable to the unsuccessful tenderers on their written request. Name of the firm telephone number and name of the item may be written on the reverse of the Demand Darft. If the successful tenderer fails to supply the goods his earnest money will be forfeited

4 The payment is normally made within 30 days from the date of submission of the bill after full supply is received and accepted as per approved sample/specification.

5 The delivery of the above items is required within 15 days of issue of purchase order. In case of default, for non supply of goods within stipulated period a penalty of upto 5% of the value of the order can be imposed. The delivery of the material will be made at our Issue Store at Manak Bhawan, 9 Bahadur Shah Zafar Marg, New Delhi 110 002.

6 The rates quoted shall include all charges, such as, packing and forwarding, Freight insurance, octroi, etc.

7 If the rates quoted do not include VAT or any other taxes, charges, the same should be specifically stated. In the absence of any such stipulation, it will be presumed that the prices include all such charges and no claim for the same shall be entertained later on.

8 All goods shall be received subject to approval on Inspection. The decision of our inspecting Officer shall be binding. Rejected items shall be removed by the supplier at his own cost and risk, within 30 days of issue of notice for the removal of such goods and no liability whatsoever, on the Bureau shall be attached for the rejected/disapproved goods items/ stores

9 The Bureau reserves the right of accepting the whole or any part of the quotation(s) or portion of the quantity offered and the successful tenderer shall supply the same at the rate quoted.

10 The Bureau reserves the right to accept or reject summarily any or all quotations in whole or in part without assigning any reason whatsoever.

11 The Bureau takes no responsibility for delay, loss or non-receipt of quotation(s) after dispatch.

12 In case of non-compliance with the contract, the Bureau reserves the right to cancel/rescind/revoke the order.

13 In case of any dispute or differences, the same shall be settled by reference to arbitration by a sole arbitrator to be appointed by the Deputy Director General (Administration), Bureau of Indian Standards, New Delhi. The provisions of Arbitration and Conciliation Act, 1996, shall be applicable.

14 In case of any dispute arising out of this business or interpretation of any clause of the document, the Court at Delhi alone shall have the jurisdiction to try and decide.

15 In case of goods supplied found to be of inferior quality or not according to the approved sample, BIS has the right to reject the goods.

16 Copy of vat (Value Added Tax) registration Certificate, Pan No will be submitted alongwith the quotation.

17 The bidder claiming exemption from earnest money should forward the proof alongwith their request.

18 If tender opening date falls on Saturday, Sunday or Gazetted Holiday the tender will open on next working day. Incomplete quotations shall be liable to be rejected.

19 Application not accompanied by requisite value DD/Banker Cheque towards earnest money shall not be considered for issue of tender. In complete quotation shall be liable to be reject

20 This notice can also be seen at website www.bis.org.in

Thanking you,

Yours faithfully

(N.P. Singh)

Section Officer (Purchase)