

**POLICE HEADQUARTERS JAMMU AND KASHMIR SRINAGAR**

Phone: 0194-2453031  
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{Provision Section}

Website: [www.jkpolice.gov.in](http://www.jkpolice.gov.in)  
Email: [phqjk@jkpolice.gov.in](mailto:phqjk@jkpolice.gov.in)

**NIT NO: 36 of 2018**  
**DATED: 16/07/2018**

For and on behalf of the Governor of Jammu and Kashmir State, e-tenders are hereby invited from original manufacturers or their authorized dealers having proper authorization of the manufacturer to quote against the tender for the supply of **"Traffic Equipments"** (as indicated in the detailed SBD & BOQs). The download of NIT shall start on. **16.07.2018 at 1500 hours**. Tenders shall be submitted online on J&K State e-procurement Portal [www.jktenders.gov.in](http://www.jktenders.gov.in) before **04.08.2018 upto 1800 hours**. Two samples each shall be submitted at Police Central Stores, Zewan Srinagar before closing date of submission of e-tender. Samples received after the prescribed date/time shall not be accepted.

A Pre-bid conference shall be held on **23.07.2018 at 1500 hours** in PHQ, Srinagar to clarify the queries of prospective bidders if any. The intending bidders should attend said conference to clarify matters related to this tender enquiry if any.

The tenders (technical bids only) will be opened on-line on **06.08.2018 at 1100 hours** at Police Headquarters J&K, Srinagar. In case of unforeseen circumstances, the date of opening will be next working day or else as notified separately.


Detailed tender documents (SBD) with terms and conditions are available on J&K State e-procurement Portal [www.jktenders.gov.in](http://www.jktenders.gov.in)

  
**Mubassir Latifi, JKPS**  
**AIG (Provision/Transport)**  
For Director General of Police,  
J&K, Srinagar

No:Prov-II/Tfc-15/2018-19/ **49390-406**  
Copy to the:-

Dated: **16** .07.2018

1. Principal Secretary to Govt. Home Department J&K Srinagar for information.
2. All ADsGP J&K./IsGP for J&K for information.
3. IGP Traffic J&K Srinagar for favour of information.
4. DIG CKR Srinagar/ DIG J-K Range Jammu
5. Director Industries Jammu/Srinagar for information and n/action.
6. FA/CAO PHQ for information.
7. AIG (Communication) PHQ J&K Srinagar along with 02 copies of the gist of e-tender for publication, in two widely circulated National and 02 widely circulated State Dailies through information Deptt.
8. Manager Govt. Press Srinagar/Jammu for publication of e-tender in Govt. gazette.
9. SSP J&K CID Cell, 11 Harish Chander Mathur Lane Kasturba Gandhi Marg New Delhi-110001 of the inviting tenders.
10. In-Charge PCS Zewan Srinagar ✓
11. SO e-Procurement, PHQ/ I.T Centre PHQ for placing the e-tender on the website of J&K Police and J&K Govt. Portal.

  
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NIT No. 36 of 2018

DATED 16 /07/2018

1.	<p>For and on behalf of the Governor J&amp;K State, online tenders(e-tenders) are invited from original manufacturers or their authorized dealers having specific authorization from their original manufacturer/s to quote against this tender for the supply of Traffic Equipments as detailed in Annexure 'A' to this NIT. The NIT consisting of qualifying information, eligibility criteria, specifications, bill of quantities (BOQ), set of terms and conditions of the contract and other details can be seen/downloaded from J&amp;K State e-procurement portal <a href="http://www.jktenders.gov.in">www.jktenders.gov.in</a> from 16 .07.2018 at 1500 hours to 04 08.2018 upto 1800 hours.</p> <p><b>Note:-</b> Only those firms are allowed to respond who are either manufacturer/s or their authorized dealers. In case of authorised dealers, a specific authorization letter from the principal manufacturer with reference to this particular tender should be attached. Tenders of approved/authorized dealers without a specific authorization for this tender (as per format provided in appendix-1) from original manufacturers shall be rejected.</p>	
2.	Last date and time for receipt of samples.	04 08.2018 upto 1600 hours samples received after the prescribed date or time shall not be accepted. The samples shall be packed in a separate cover affixed with sealing wax and seal of the firm, quoting NIT No. and other details.
	Address for submission of samples (wherever asked)	The samples shall be received at Police Central Stores, Zewan Srinagar/Police Central Jammu before closing date of submission of the tenders.
	Time/date and place for online opening of technical bid only.	On 06. 08.2018 at 1100 hours at J&K Police Hqrs. Srinagar
	Validity of tender offer	Up to 31.03.2019
3.	<p>Samples wherever asked shall be as under;</p> <p>I. The tenderers shall ensure that sample submitted by them fully conformed to all the parameters of the NIT specifications.</p> <p>II. Offers without samples after stipulated date and time for receipt of the tenders/samples shall not be accepted.</p> <p>III. Sample should have a card affixed to it signed and stamped by the firm indicating (a) tender No. (b) date of opening of tender and (c) name of the item, make and model</p> <p>IV. Sample shall be without any kind of marking/sign/symbol/blot/ scratch/strain. Sample not conforming to this clause shall be rejected.</p> <p>V. Samples of rejected offers shall be collected by their authorized representatives on requisition made on a letter head of the firm, duly stamped, signed and attested by the tenderer. In case samples are not collected within the period of</p>	

rate validity of this tender, the sample will be disposed off without any cost/liability to J&K Police.

4. All tender documents attached with this invitation to tender including the specifications are SACROSANCT for considering any offer as complete offer. It is important that scanned copy of each page of the TENDER DOCUMENT DULY completed, page numbered and signed is uploaded with your offer in a sequential manner and not haphazardly.

5. The tender fee has been fixed as Rs 2000/- (to be deposited in J&K State government Treasury Under Head 0055-Police 2018-19) which must clearly indicate the name of the firm (depositor) & Tender No. Scanned copy of the treasury challan be uploaded with the tender. The Original be sent by post to the AIG ((Provision /Transport) C/O Director General of Police J&K, Peer Bagh Hyderpora Srinagar along with covering letter in an envelope & should have a card affixed to it duly signed and stamped by the firm indicating (i) Name of the Firm (ii) Tender No. (111) Date of opening of tender, before the opening of technical Bid.  
**Tenders without stipulated tender fee shall be rejected.**

6. **Earnest Money Deposit (EMD)**  
The intending tenderers will have to upload scanned copy of Earnest Money Deposit in the shape of Call Deposit Receipt valid at call or FDR/Bank Guarantee valid till **31.07.2019** from any Nationalized Bank/ State Owned Banks for an amount of **Rs. 20,000/- (Rs Fifty thousand) pledged to AIG (Prov/Tpt) PHQ J&K** with the tender offer. However, the successful tenderer would have to deposit the Earnest Money in original, with Police Hqrs J&K before allotting the work or issuing the supply order. The EMD of successful tender will be adjusted towards the security money (required to be deposited) on application, for due performance of the agreed contract/performance during the warranty period. No interest shall be payable by the purchaser on the EMD deposited by the tenderer.  
J&K Govt. rules with regard to furnishing of EMD in respect of local Registered SSI Units of J&K State shall be applicable in letter and spirit.  
**Tenders without EMD shall be rejected.**

7.	i) Store required at	FREE DELIVERY AT CONSIGNEE LOCATIONS i.e, (Police Central Store Zewan Srinagar). Tenderers are required to quote rates on free delivery at consignee's locations basis only. Tenders received quoting rates on for destination stations/station of despatch basis shall be rejected.
	ii) Despatch instructions	Stores are required to be delivered at consignee locations as detailed in clause 7 (i).
	iii) Delivery required	Within 45 days from the date of issue of supply order.
	iv) Inspection	The department is at liberty to conduct the inspections of stores during any stage of manufacturing. Tenderers should disclose the name and the full address (along with Telephone and fax No. of the place where the stores will be manufactured and will be available for inspection.
	v) Inspection authority/place of survey	Board of officers, duly constituted by the J&K Police Hqrs. at consignees premises.
	vi) packing and marking	As per clause 28 of this tender

vii) payment terms	<p>Payment shall be released by the department against each consignment delivered, inspected, accepted (installed/commissioned wherever applicable) and properly brought on the stock in the concerned stock registers of the department. Remittance charges (bank commission) on payment made to the firms will be borne by the supplier/s. The preferred mode of payment will be through RTGS, for which the approved supplier shall have to furnish the Bank/RTGS code details.</p> <p>i) If approved supplier backs out or fails to supply the goods against supply order within stipulated delivery period, the department will be at liberty to procure the item from L-2 firm and differential amount between L-1 &amp; L-2 rates will be deducted from the security deposit furnished by the approved supplier and remaining security deposit will be forfeited besides invoking other remedies which shall include black-listing of the firm</p> <p>ii) If approved supplier supplies the goods partially against supply order with stipulated delivery period, the J&amp;K Police reserve the right to impose liquidity damage charges upto 5% of the un-supplied store upto first 15 days and thereafter penalty can be increased depending upon the nature of supplies and extent of delay. However, period of delivery may be extended at the absolute discretion of J&amp;K Police provided delay is attributable to the reasons beyond the control of the supplier firm but not attributable to business transactions and also delay is communicated in writing justifying the cause of delay.</p>
8.	Rate quoted by the firms should be on firm price basis.
9.	Firm shall clearly indicate different taxes, duties, charges which they proposed to charge as per the format of Bill of Quantity (BOQ) available with the e-tender, moreover online generation of financial comparative (BOQ Chart) is of indicative nature only and not conclusive. The detailed financial comparative (BOQ Chart) shall be worked out by the department and information can be uploaded on the website for general information of all the tenderers.
10.	The approved supplier shall be deemed to have fully understood the conditions and specifications of the articles etc. to be supplied and in case of any may seek clarification within 10 days from the uploading of tenders online and thereafter pre-bid conference can also be held by the J&K Police, if required.
11.	No conditional tender will be accepted/entertained. It will be summarily rejected. No other conditions than those mentioned (in the terms set-forth) will be entertained.
12.	Purchaser reserves the right to change the quantity of stores allotted to them.
13.	Purchaser reserves the right to get the manufacturing capacity of all the firms re-verified irrespective of the registration status or any other document/information.
14.	Purchaser reserves the right to cancel /reject or scrap the tender, with no consequential liabilities.
15.	Two bid system; All bidders are required to submit their offers in two covers online as under;- (A)First cover (Technical Bid) is to be uploaded online and scanned copies in PDF

format should contain the following documents.

- (i) The tenderer will clearly mention the name of the items for which he has quoted in the covering letter of the tender offer.
- (ii) Tender documents (viz. Technical compliance, brochures/catalogues of the quoted items containing make and model of the item, OEM/authorization certificate, registration/existence certificates of the firms/SSI Units and performance etc) duly page numbered completed and signed BUT WITHOUT INDICATING THE RATES QUOTED.
- (iii) Scanned copy of the Earnest money
- (iv) Scanned copy of the Tender Fee.
- (v) Technical specifications of the items quoted with catalogues/broacher etc. and deposition of samples, (wherever asked).
- (vi) Registration certificate/industrial license of original manufacturer, with due validity for the items quoted.
- (vii) Certificate of being authorized dealer having proper and specific authorization (as per format provided in appendix-1) of the original manufacturer to quote against this tender.
- (viii) Authorized dealer having authorization to quote against this tender, shall furnish his GST registration certificate with the designated competent authority for that particular item.
- (ix) Scanned copy of the NIT, all pages duly signed and stamped by the tenderer, in token of having understood and accepted the specifications, terms and conditions of the NIT and quoted items duly ticked.
- (x) Self attested scanned copies of Income Tax return for the last 3 financial years 2015-16, 2016-17 & 2017-18 along with latest tax clearance certificate.
- (xi) Performance statement/turn over for last 03 years as appendix-III of this NIT.
- (xii) Chartered Accountant dully vetted financial statements comprising of A/C balance sheet or the last 03 financial years i.e 2015-16, 16-17 & 17-18
- (xiii) VAT clearance certificate up to 06/2017 and GST latest return up to 3/2018
- (xiv) Acceptance of the warranty/guarantee of the item.
- (xv) Acceptance regarding delivery within the stipulated delivery schedule.
- (xvi) PAN No./VAT/TIN No. self attested photocopies thereof be appended.
- (xvii) Check list for tenders as per appendix-III.
- (xviii) Any other relevant document which the firms wishes to submit.

**B. SECOND COVER (COMMERCIAL/PRICE BID) SHOULD CONTAIN THE FOLLOWING**

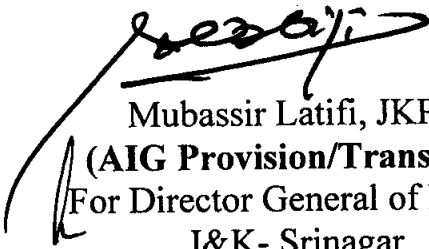
I.	<p>Rate quoted by the firm should be on firm price basis as per bill of quantities (BOQs) of the e-tender to be downloaded from the website and Rates should be carefully quoted offline and then uploaded (Note); J&amp;K Police do not issue road permits, concessional forms, state entry tax or octroi etc. exemption certificate, as such; Rate quoted shall be F.O.R consignee. The zero basic cost quoted for any item in BOQ will be treated as nil quoted.</p>
II.	<p>Rates quoted shall be final till the validity of the contract i.e, up to 31.07.2019 with a provision of further extension if finally approved by competent authority.</p>
16.	<p>On due date of opening of tenders i.e . <del>06.08.2018</del> <b>06.08.2018 at 1100 hours</b>, technical bids only shall be opened and the technical evaluation process will start. Those who qualify the technical bid will be informed online with the announcement of financial bid opening date.</p>
17.	<p>Security Deposit. The approved tenderers will have to supply the articles as per approved rate, approved sample and specification till the validity of the contract. They will have to furnish the security deposit @ 5% of the total value of the items contracted for in the shape of CDR/FDR issued by a nationalized/scheduled bank, at the time of signing of Deed of Agreement to ensure satisfactory performance of the equipment supplied, for warranty period from the date of acceptance of product. This security deposit will be released in due course after the expiry of specified warranty period/agreed contract. The charges on stamps etc. (cost of documents in totality) shall be borne by the supplier while executing the agreement. (No interest shall be paid by the purchased on the security deposit). J&amp;K Govt rules for security deposit in respect of local SSI Units shall be applicable.</p>
18.	<p><b><u>Guarantee/warranty.</u></b> Except as otherwise provided in the invitation to the tender, the contractor hereby declares that the goods, stores, articles sold/supplied to the purchaser under this contract shall be of the best quality and work man ship and new in all respects and shall be strictly in accordance with the specifications and particulars contained/mentioned in the contract. The contractor hereby guarantees that supplied goods/stores/articles would continue to confirm to the specifications and quality for a period of 24 months from the date of acceptance. If during the period of 24 months supplied stores/good articles discovered not to conforming to the specifications and quality or not giving satisfactory performance or have deteriorated, the decision of the purchaser in that behalf shall be final and binding on the contractor and purchaser shall be entitled to call upon the contractor to rectify/replace the goods/stores/articles or such portion thereof by the contractor and in such an event, the above mentioned warranty period shall apply to the goods/articles/stores rectified/replaced from the date of rectifications/replacement thereof. In case of failure of the contractor to rectify or replace with the goods etc. within specified time, the purchase shall be entitled to recover the cost will all expenses from the contractor for such defective stores by the available means.</p>
19.	<p><b><u>Liquidated Damages:</u></b> The successful tenderers shall have to make the supplies within the stipulated</p>

	<p>period as would be mentioned in the supply order. J&amp;K Police reserve the right to impose liquidity damages of 5% of cost of un-supplied stores which shall depend upon the nature of supplies and extent of delay. However, period of delivery may be extended, at absolute discretion of J&amp;K Police provided the delay is attributable to reasons beyond the control of the supplier but not attributable to business transactions and provided delay is communicated in writing justifying the cause of delay.</p>
20.	<p>The supplies delivered by the successful tenderer shall be surveyed and verified by the J&amp;K Police at Police Central Stores Jammu/Srinagar, as the case may be or after installation/commissioning of the same at the users end as the case may be.</p>
21.	<p>As soon as the acceptance of the tender is communicated to the successful tenderers online, the contract shall be binding on him. The earnest money of the tenderer who backs out or withdraw his tender or fails to abide by it after acceptance thereof is communicated/posted to him shall be forfeited besides other penal remedies that may be available to the Govt. of the J&amp;K under the law for the time being in force in the State of J&amp;K;</p>
22	<p>The successful tenderer shall have to enter into an agreement on prescribed proforma (immediately after the issue of supply order) with the Department for due performance of the contract which shall be force in the State of J&amp;K;</p>
23	<p>The successful tenderer shall have to enter into an agreement on prescribed proforma (immediately after the issue of supply order) with the Department for due performance of the contract which shall be invariably furnished before the supply is made.</p>
24	<p>The tenderer is required to furnish an authenticated copy of Sales Tax/ VAT clearance certificates (along-with the tender offer or at the time of payments) for the year 2018-19 or a year earlier. The PHQ shall be at liberty to put to scrutiny, verification etc. the Sales tax /VAT clearance so furnished by the successful tenderer.</p>
25	<p>The authorities reserve absolute powers to reject or accept any tender or part thereof without assigning any reason and without any legal obligations. Any clause incorporated in the tender (not conforming to the NIT in any manner) shall make such an offer liable for rejection. Therefore, all the terms and conditions of the tender Notice including technical specifications shall be carefully studied for the sake of complete and comprehensive tender. Failure to comply with any of the conditions stipulated in the tender or instructions or the offer with insufficient particulars/documents shall lead to out-right rejection of the tender offer.</p>
26	<p>After the registration/placement of orders/execution of the agreement and formally depositing the security money, the tenderer backs out or fails to supply the goods, the security deposit will be forfeited besides any other penal provisions, the department may decide as per norms;</p>
27	<p>The formal deed incorporating the terms of the contract will be executed by the successful tenderer immediately after receipt of supply order. Failure to execute such bond/deed shall not however prevent the contract from being enforced against the tenderer. Any loss sustained by the Govt. as a result of re-tendering the contract shall be recovered from the defaulter, besides other penal provisions as the department may decide;</p>
28	<p><b>Delivery of Goods</b>  Goods shall be delivered (as per instructions in supply order) at Police Central Store, Gulshan Ground, Gandhi Nagar, Jammu and Police Central Store, Zewan, Srinagar as the case may be duly packed in perfect condition. The supplier if he so desires may insure the goods against loss or theft, destruction, damages by the natural</p>



	calamity loss by exposure to weather or otherwise viz war rebellion, riot etc. The insurance charges will have to be borne by the supplier and the department shall not pay such charges;
29	If the successful tenderer fails to supply the goods of the prescribed specification or fails to deliver the goods within the stipulated period as specifically mentioned in the supply order, the department shall be at liberty to arrange supplies by re-tendering or otherwise at the risk and cost of the tenderer. The department may give 15 days' notice to the approved supplier in writing to make supplies of goods. In case of failure to supply the consignment on specified qualitative & quantitative terms, the department shall be lawfully entitled to forfeit the amount of the security money and take penal action to make good the loss sustained or excess cost incurred by the state in arranging of the supplies and other remedies that may be available to the department, under the law for the time being in force in the state. The imposable penalty can be 5% of the cost of goods depending upon nature of goods and cause of delay.
30	Either original manufacturer or his authorised dealer can participate for a particular item or sample(s) only. Tender offers where both original manufacturer and his authorised dealer participate for the same items shall be rejected.
31	If at any stage of tender process two or more bidders are found in collusion between/ among themselves with the intent to reduce competition, set price, share technical expertise, share business information/ decision, control/share production and or distribution of products and raise prices, all such tenders shall be out rightly rejected.
32	If at any stage of tender process any bidder/s is/are found influencing any Government Servant associated with or handling the tender process and supplies thereof, bid of such tenderer/s shall be rejected besides invoking any other provision available under rules.
33	In case it is observed at any stage that approved supplier has supplied same item on less rates to some other Government/non government organization than the rates charged to J&K Police, in that case the department shall initiate suo moto action against the supplier for supplying item on higher cost to the department and shall proceed under law to recover the excess amount charged to the department, besides other action against supplier under law.
34	All legal proceedings arising out of any dispute between the parties shall have to be settled in the Courts situated in Jammu and Srinagar and not elsewhere;
35	It shall be incumbent upon the supplier to provide entire supply, in conformity with the approved sample, strictly as per the specifications provided in the NIT/supply order. Supplies found deficient in quality/quantity viz-a-viz supply order shall be rejected. Penalty/damages would be imposed and recovered from the bidder as per terms and conditions indicated in the supply order.
36	The supplier shall not sublet the contract or any part thereof to any other agency.
37	The decision of the accepting authority shall be final as to the quality of stores and shall be binding on the supplier. In case the articles supplied are not according to the approved sample & specifications they shall be rejected and at our absolute discretion, rejected stores may be allowed to be made good by way of replacement. The loss caused due to rejection of the supplies shall be entirely borne by the supplier. The rejected articles shall be lifted by the supplier within one week from the date of rejection. The department shall in no case be responsible for any loss or damage that may occur to the rejected stores while these are in the premises of the purchaser.

38	The Department reserves the right to add or suitably modify the terms and conditions (without prior notification) as per exigencies and hence above shall not be construed as all inclusive.
39	Bidders submitting their bids on-line shall only be accepted and manual bids shall be rejected and no document other than mentioned in the NIT shall be accepted manually.
40	PHQ may call any bidder at any stage of the tender process for seeking any clarification.
	Queries/representations on tender enquiry should receive upon pre-bid conference or within 10 days from the date of publication of this tender enquiry (whichever is earlier) would be entertained. All queries/representations received after pre-bid conference would not be entertained.
41	The bidder should furnish an undertaking APPENDIX-II of this NIT stating that he/ she is not connected in any manner with any other bidder in this tender with respect to manufacturing, distribution, supply, in sharing business information/documents price of the item etc. for the items quoted in this bid. If this is found to be incorrect, his/her tender would be rejected.
42	The detailed NIT, SBD and BOQ are available on J&K State e-Procurement portal <a href="http://www.jktenders.gov.in">www.jktenders.gov.in</a> .
43	All pages of your technical/pre-qualification documents must be clearly page marked at bottom centre of each page before scanning the same and uploaded to e-tendering portal.
44	No duplicate documents/pages shall be uploaded by the bidders against e-NITs.
45	Documents to be scanned, converted to pdf format and subsequently uploaded to the portal must be scanned at 200 DPI (dots per inch) resolution/scale.
46	Tender Fee and EMD documents must be scanned and placed in separate pdf files.
47	Bidders are advised not to upload any irrelevant/unnecessary documents against e-NITs

  
**Mubassir Latifi, JKPS,**  
**(AIG Provision/Transport)**  
**For Director General of Police,**  
**J&K- Srinagar.**

APPENDIX-MANUFACTURER'S AUTHORIZATION LETTER/CERTIFICATE;

To,

The Director General of Police  
J&K, Srinagar

Subject:- \_\_\_\_\_

Sir,

Please refer to your e-tender enquiry (NIT) No- \_\_\_\_\_ of 2018 dated . . . .2018.

1. We \_\_\_\_\_ are proven and reputable Manufacturers of \_\_\_\_\_ (name and description of the goods offered in the tender) having factories at \_\_\_\_\_ hereby authorize M/s \_\_\_\_\_ (name and address of the agent) to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred tender enquiry documents for the above said goods manufactured by us.
2. We also hereby extend our full warranty, CMC, support as per the conditions of contract, read with modifications, if any, in the special conditions of contract for the goods and services offered for supply by the above firm against this tender enquiry document.

Yours faithfully,

Signature with date, name and designation  
For and on behalf of M/s \_\_\_\_\_  
(Name and address of the Manufacturers)

Note:-

- a. This letter should be on the letter head of the manufacturing firm and should be signed by the person who is competent having the power of attorney.
- b. Scan copy of the original letter must be attached with tender documents.

SIGNATURE OF THE TENDERER.

**APPENDIX-II**

Reference e-NIT No.        of 2018

Dated:        : 07: 2018

The Director General of Police,  
J&K, Srinagar

Sir,

1.            I \_\_\_\_\_ hereby state that I am not connected in any manner with any other bidder in this tender with respect to manufacturing distribution, supply, in sharing business information/documents and price of the items etc. quoted in this bid.
2.            I further state that if this is found to be correct, the Police department is at liberty to reject my tender.
3.            I further certify that my concern has neither been blacklisted nor banned by any central or state organizations to participate in tendering process.

Yours faithfully,

Signature with date, name and designation  
For and on behalf of M/s \_\_\_\_\_  
(Name and address of the manufacturer)

Note:-

- a. This undertaking should be on the letter head of the manufacturer firm and should be signed by the authorized person.
- b. Scanned copy of the original letter must be attached with tender documents.

**APPENDIX-III**

Performance statement for last two years

Name of the firm	
Description of stores	
Quantity on order	
Value	
Original D.P	
Quantity supplied within original D.P	
Final Ext D.P.	
Last supply position.	
Reasons for delay in supplies ( if any)	

Countersigned by procurement agency

Signature of Tenderer

**APPENDIX-IV**

General instructions/CHECK LIST FOR TENDERERS;  
Before submission of tender documents, the tenderers should check whether they have complied with the following requirements or otherwise;-

S.No	Requirement to be checked before submission of the tender	Complied (Please indicate YES or NO after complying with the requirement.
1.	The tenderers for their own ease shall fill in relevant details of NIT offline & upload the same after ensuring accuracy	
2.	Whether tender fee scan copy is enclosed, with the technical bid?	
3.	Whether Earnest Money Deposit (EMD) scan copy is enclosed with the technical bid?	
4.	If an SSI Unit of J&K State, the same is indicated in the tender and scan copy of the valid registration/functional certificate is enclosed or not?	
5.	Whether list of the quoted items with name, make, model and catalogue/brochures of the quoted items are uploaded with technical bid?	
6.	Whether scanned copies of complete tender documents are up-loaded in the technical bid duly signed having official seal on all pages or not. However, the quoted items may also be ticked ?	
7.	Whether tender documents are submitted in two bid system i.e. Technical and Financial Bids separately as per tender enquiry or not?	
8.	Wherever asked to deposit the samples, whether sample conforming to the specifications has been deposited with Central Store Jammu/Srinagar (as asked for in the specifications of item)?	
9.	Whether offer validity as required in tender enquiry is accepted and indicated in your tender document or not?	
10.	Whether terms of delivery and period as required in tender enquiry is accepted and indicated in your tender document or not?	
11.	Whether payment terms as required in the tender enquiry is accepted and indicated in your tender document or not?	
12.	Whether compliance statement in the format as required in tender enquiry is enclosed with the supporting catalogue/ brochures?	
13.	Whether performance statement for last 2 years as required in tender enquiry in the format is enclosed or not. If not, reason thereof is given?	
14.	Whether warranty period as required in the tender enquiry is accepted or not?	
15.	Whether details of AMC condition after warranty period (wherever applicable) is included in the price bid or not, if required in the tender enquiry?	
16.	(a) Status of tenderer as to whether manufacturer or authorized agent of the manufacturer is indicated in the tender document. If authorised agent/dealer, valid authority letter for the stores offered from the manufacturer is enclosed or not. (b) If an Indian agent of foreign principal, whether the firm is enlisted with DGS&D under compulsory enlistment scheme or not. Copy of valid DGS&D enlistment certificate as Indian Agent of Foreign Principal is enclosed or not. If not, reason thereof is given in tender document or not?	
17.	If called for in the T.E. whether acceptance of functional demo/field trial clause, (whenever asked) is specified in your tender document or	

NOT.		
18.	If called for T.E. whether free training about use of equipment after supply, is accepted or no?	
19.	Whether indicated in the tender document, if your firm's business dealings is banned by any Govt/Private agency or recommended for blacklisting or not?	
20.	The complete commercial quote should be in Indian Rupees only. Currency of price should be clearly mentioned (wherever applicable).	
21.	Tenderers are required to indicate Basic Rate, Custom Duty, Excise Duty, Sales Tax/VAT and any other leviable taxes/charges separately in the relevant columns of the BOQ.	
22.	Entry Tax/Octroi/Toll Tax and other Statutory Taxes will be applicable at actual supported by documents, if admissible	
23.	Tenderer will attach justification of price quoted which should include the recently executed contracts of the store in question with Govt/Semi Govt Organizations etc.	
24.	No column should be left blank. Wherever amount is not quoted, the column should be clearly marked as 'Nil'.	

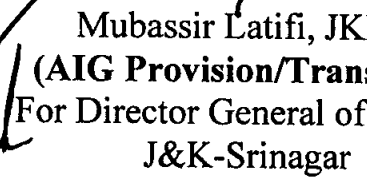
**V List of sensitive and non sensitive documents.**

S.No.	Sensitive Documents part of Technical bid	Non Sensitive Documents
I.	Valid Registration Certificate/Industrial License of original manufacturer for the items quoted	Performance statement of two years
II.	Valid authorization letter of original manufacturer in case of approved dealer	Govt. supply orders for same if any
III.	Valid registration certificate of approved dealer with Central/State Sales Tax Department for the items quoted	Income tax clearance
IV.	VAT clearance	
V.	SSI unit -registration certificate (local SSI units of J&K State only)	
VI.	SSI unit - functional certificate (local SSI units of J&K State only)	
VII.	Scanned copies of EMD and Tender Fee	
VIII.	Scanned copy of NIT duly Signed & Sealed	

SIGNATURE OF THE TENDERER WITH SEAL

Annexure "A" to this Hqrs e-Tender No. 36. <sup>df</sup> 2018 dated 16 .07.2018

S. No.	Equipment	Qty in No's	Specifications:
1.	Traffic Safety Jacket	1000 No's	Sleeveless Jackets (size XXL) should be made of Terricot cloth in Bright Orange colour with hard cube 3.5 inch white reflective tape from shoulder to waist and around the waist. Written as " <u>Traffic Police J&amp;K</u> " with black illumination paint on reflective tape on front side and on 5" x 8" inch piece of reflective tape fitted on back side.
2.	Traffic Nose(Bull)	100 No's	<u>Dimension:</u> i) Height 42 inch. (ii) Length 48 inch iii) width 24 inch (iv) weight 15-20 kg iv) Colour Red with white strips . The product should be standard quality. Substandard material shall not be accepted

  
Mubassir Latifi, JKPS,  
(AIG Provision/Transport)  
For Director General of Police,  
J&K-Srinagar