

POLICE

HEADQUARTERS

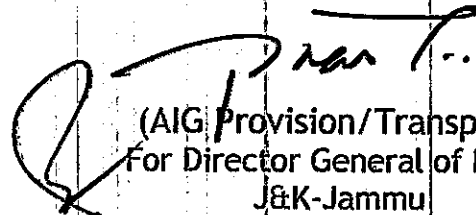
J&K

JAMMU

e-NIT NO 42 of 2015
DATED 28.11.2015

For and on behalf of the Governor of Jammu and Kashmir State, e-tenders are hereby invited from the original manufacturers or their authorized dealers having proper authorization of the original equipment manufacturer to quote against this tender for the supply of Iron safes required for different Crypto centers for safe custody of classified documents (as indicated in the detailed SBD & BOQs). The download of the NIT shall start on 28/11/2015 at 1600 hours. Tenders shall be submitted online on J&K State e-Procurement Portal www.jktenders.gov.in before 20.12.2015 upto 2100 hours. The tenders (technical bids only) will be opened online on 22.12.2015 at 1100 hours at Police Headquarters J&K Gulshan Ground Jammu. In case of unforeseen circumstances, the date of opening will be next working day.

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


(AIG Provision/Transport)
For Director General of Police,
J&K-Jammu

66340-60

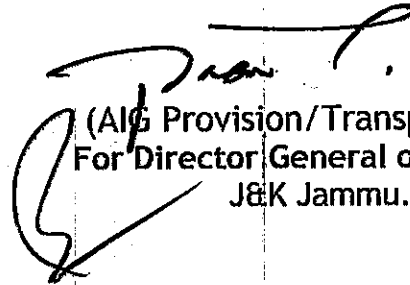
No: Prov-II/WPR-33/NIT- of 2015/

Dated: 28.11.2015

Copy to the:-

1. Principal Secretary to Govt. Home Department J&K Jammu
2. All ADsGP J&K
3. All IsGP J&K
- for favour of information.
4. Director Information J&K Jammu alongwith copy of the Gist with the request of arranging publication of Gist of the e.tender in National Dailies viz, The Hindu, Decan Herald, Hindustan Times, Indian Express and in local newspapers i.e., Greater Kashmir in Srinagar and Excelsior in Jammu and Tender Journals etc. for wide publicity. The payment for publication in National Dailies shall be made by the PHQ against verified bills.
5. DIG CKR Srinagar/DIG Jammu-Kathua & Samba Range Jammu.
6. Director Police Telecom J&K Jammu for information.
7. Director Industries Jammu/Srinagar for information.
8. Director Door Darshan Srinagar and Station Director Radio Kashmir Jammu/ Srinagar for putting the tender notice on air for three consecutive days.

9. Manager Government Press Srinagar / Jammu for publication of the e.tender in Govt Gazette.
10. SSP J&K CID Cell, 11 Harish Chander Mathur Lane Kasturba Gandhi Marg New Delhi-110001 alongwith 05 copies of the tender for information and distribution among intending firms.
11. PRO to DGP J&K Jammu alongwith 02 copies of the Gist of e.tender for publication purpose. He will personally liaise with Directorate Information for the publication of the e.tender Gist immediately and make available the newspaper in which NIT is published to AIG (Prov/Tpt) PHQ J&K for record and reference.
12. In-Charge Police Central Store Gulshan Ground Jammu/ Zewan Srinagar for information.
13. In-Charge IT Centre PHQ/In-Charge e-tendering PHQ for placing the e-tender on the website of J&K Police and J&K Govt. Portal.


(AIG Provision/Transport)
For Director General of Police,
J&K Jammu.

e-NIT NO: 42 of 2015
DATED. 28 .11.2015

SBD

1.	<p>For and on behalf of the Governor J&K State, e-tenders are hereby 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 Iron safe required for different Crypto Centers for safe custody of classified documents 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&K State e-procurement portal www.jktenders.gov.in from 28.11.2015 at 1600 hours to 20.12.2015 up to 2100 hours.</p> <p>Note: Only those firms are allowed to respond who are either manufacturer/s or their authorized dealers. In case of authorized 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 manufacturer shall be rejected.</p>				
2.	<table border="1"> <tr> <td data-bbox="295 1171 654 1328">Time/date and place for online opening of technical bid only</td> <td data-bbox="654 1171 1441 1328">On 22.12.2015 at 1100 hours at J&K Police Headquarters, Gulshan Ground Jammu.</td> </tr> <tr> <td data-bbox="295 1328 654 1417">Validity of tender offer</td> <td data-bbox="654 1328 1441 1417">Upto 31.12.2016</td> </tr> </table>	Time/date and place for online opening of technical bid only	On 22.12.2015 at 1100 hours at J&K Police Headquarters, Gulshan Ground Jammu.	Validity of tender offer	Upto 31.12.2016
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Validity of tender offer	Upto 31.12.2016				
3.	<p>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 copies 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.</p>				
4.	<p>The tender fee has been fixed for SSI units of J&K State only Rs. 100/- and all other vendors have to pay Rs. 2000/- as tender fee in shape of a <u>crossed demand draft</u> favoring Chief Accounts Officer PHQ J&K payable at Jammu. The tender fee is not refundable and same will be deposited into Govt Treasury under head 0055-Police for the year 2015-16. The scanned copy of the demand draft should be part of the online bid. The original demand draft should be sent by post to the AIG (Provision/Transport) C/o Director</p>				

	<p>General of Police J&K, Gulshan Ground Jammu alongwith covering letter in an envelope should have a card affixed to it duly signed and stamped by the firm indicating (a) name of the firm (b) tender No. (c) Date of opening of the technical bids. The local SSI units of J&K State are required to pay the tender fee prescribed as per J&K Govt. rules. However, the Govt/ Semi Govt. concerns of the J&K State claiming exemption shall append copies of the authenticated orders, existence/ registration certificates etc. with regards to the SSI units issued by the competent authority in support of their claim. Tenders without stipulated tender fee shall be rejected.</p>
5.	<p><u>Earnest Money Deposit (EMD)</u> The intending tenderers will have to send the Earnest Money only in shape of CDR/FDR from any nationalized bank/State owned Banks for an amount of Rs <u>5000/- for J&K state SSI Unit holders only and for other tenderers Rs.1.00 lac</u> pledged to AIG (Prov/Tpt) PHQ J&K with the tender offer, which shall be valid for one year. The EMD in the case of unsuccessful tenderer shall be released after finalization of Tender, whereas, in the case of successful tenderers it will be adjusted towards 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. The Scanned copy of the CDR/FDR should be part of the online Bid and the original be sent by post to the AIG (Prov/Tpt) C/O Director General of Police J&K Gulshan Ground Jammu alongwith tender fee before the opening of technical Bid. 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. The local SSI units are required to pay EMD prescribed as per J&K Govt rules. For the purpose, SSI units shall have to furnish Registration Certificate INDICATING THEREIN THE DETAILS OF ITEMS AND INSTALLED CAPACITY OF THE UNIT PER MONTH and Functional Certificate of SSI Unit, issued by the competent authority, with their tender offer failing which the benefits of SSI units will not be allowed. The Government/ Semi Govt. or similar other concerns of J&K state, claiming exemption from the payment of EMD shall have to append duly authenticated orders, certificate etc. from competent authority supporting their claims. Tenders without EMD shall be rejected.</p>

6.	i)Stores required at	FREE DELIVERY AT CONSIGNEE LOCATIONS i.e, (Police Central Store Zewan Srinagar and Police Central Store Gulshan Grounds Gandhi Nagar Jammu. Tenderers are required to quote rates on free delivery at consignee's location basis only. <u>Tenders received quoting rates on FOR Destination Stations/Station of Dispatch basis shall be rejected.</u>
	ii)Dispatch instructions	Stores are required to be delivered at consignee's locations in perfect condition.
	iii)Delivery required	Approximately within 30 days from the date of issue of supply order.
	v)Inspection authority / place of survey	Board of officers, duly constituted by the J&K Police Hqrs, at consignee's premises.
	vii)Payment terms	i. Payment shall be released by the department against consignment delivered, inspected, 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.
7.	Rates quoted by the firms should be on firm price basis.	
8.	<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 & L-2 rates will be recovered from the security deposit furnished by the approved supplier and remaining security deposit will be forfeited besides invoking other penalties which shall include black-listing of the firm etc.</p> <p>ii. If approved supplier ,supplies the goods partially against supply order within stipulated delivery period, the J&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&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>	
9.	Firms shall clearly indicate different taxes, duties, charges which they propose to charge as per the format of Bill of quantity (BOQ) available with the e-tender,	

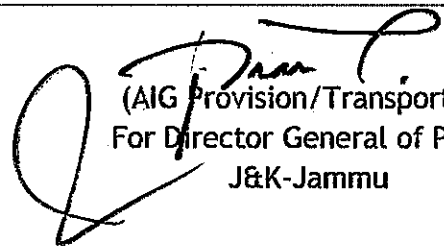
	<u>moreover online generation of financial comparative (BOQ Chart) is of indicative nature only and not conclusive. The detail</u>																								
10.	No conditional tender will be accepted / entertained. It will be summarily rejected. No other conditions than those mentioned (in the terms set-forthwith)																								
11.	Purchaser reserves the right to change the quantity of stores allotted to them.																								
12.	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.																								
13.	Purchaser reserves the right to cancel/reject or scrap the tender, with no consequential liability																								
14.	<p><u>TWO BID SYSTEM:-</u> All bidders are required to submit their offers in two covers online as under:- (A) <u>FIRST COVER</u> (Technical Bid) is to be uploaded Online and Scanned Copies in PDF format should contain the following documents:-</p> <table border="1"> <tr> <td>i.</td> <td>The tenderer will clearly mention the name of the items for which he has quoted in the covering letter of the tender offer.</td> </tr> <tr> <td>ii.</td> <td>Tender documents (viz technical compliance, brochures/catalogues of the quoted items containing Make & model of the items ,OEM/ authorization certificate, registration/existence certificates of the firms / SSI Units & performance etc.) duly page numbered completed and signed BUT WITHOUT INDICATING THE RATES QUOTED.</td> </tr> <tr> <td>iii.</td> <td>Scan copy of the Earnest money.</td> </tr> <tr> <td>iv.</td> <td>Scan copy of Tender Fee.</td> </tr> <tr> <td>v.</td> <td>Technical specifications of the items quoted with catalogue/broacher etc. & depositions of samples (wherever asked)</td> </tr> <tr> <td>vi.</td> <td>Certificate of being authorized dealer having proper and specific authorization (as per format provided in Appendix-I) of the original manufacturer to quote against this tender.</td> </tr> <tr> <td>vii.</td> <td>Authorized dealer having authorization to quote against this tender, shall furnish his registration certificate with central /state sale tax department for that particular item.</td> </tr> <tr> <td>viii.</td> <td>Scan copy of the NIT, all pages duly signed & stamped by the tenderer, in token of having understood and accepted the specifications, terms & conditions of the NIT and quoted items should be duly ticked.</td> </tr> <tr> <td>ix.</td> <td>Performance statement /turn over for last two years as APPENDIX-III of this NIT.</td> </tr> <tr> <td>x.</td> <td>Acceptance of Warranty/guarantee of the items.</td> </tr> <tr> <td>xi.</td> <td>Acceptance regarding delivery within the stipulated delivery schedule.</td> </tr> <tr> <td>xii.</td> <td>PAN no/VAT/TIN No. Self attested photocopies thereof be</td> </tr> </table>	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 & model of the items ,OEM/ authorization certificate, registration/existence certificates of the firms / SSI Units & performance etc.) duly page numbered completed and signed BUT WITHOUT INDICATING THE RATES QUOTED.	iii.	Scan copy of the Earnest money.	iv.	Scan copy of Tender Fee.	v.	Technical specifications of the items quoted with catalogue/broacher etc. & depositions of samples (wherever asked)	vi.	Certificate of being authorized dealer having proper and specific authorization (as per format provided in Appendix-I) of the original manufacturer to quote against this tender.	vii.	Authorized dealer having authorization to quote against this tender, shall furnish his registration certificate with central /state sale tax department for that particular item.	viii.	Scan copy of the NIT, all pages duly signed & stamped by the tenderer, in token of having understood and accepted the specifications, terms & conditions of the NIT and quoted items should be duly ticked.	ix.	Performance statement /turn over for last two years as APPENDIX-III of this NIT.	x.	Acceptance of Warranty/guarantee of the items.	xi.	Acceptance regarding delivery within the stipulated delivery schedule.	xii.	PAN no/VAT/TIN No. Self attested photocopies thereof be
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	appended.
	xiii. Check list for tenders as per APPENDIX-III of this NIT.
	xiv. Any other relevant document which the firms wishes to submit
15.	<p>(B) SECOND COVER (Commercial/Price Bid) should contain the following:-</p> <p>i. Rate quoted by the firm which should be on firm price basis as per Bill of Quantities (BOQ) of the e-tender to be downloaded from the website and Rates should be carefully quoted offline and then uploaded (Note) J&K Police does not issue Road Permits, Concessional Forms, state entry tax or Octroi etc exemption certificates, 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> <p>ii. Rates quoted shall be final till the validity of the contract i.e. upto 31.12.2016 with a provision of further extension if finally approved by competent authority.</p>
16.	On due date of opening of tenders i.e. 22.12. 2015 at 1100 hours, 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
17.	<p>Security Deposit</p> <p>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 security deposit @ 5% of the total value of the items contracted for and for DGS&D Rate Contract based supplies the security deposit will be 2%, in the shape of CDR/FDR issued by a Nationalized/Scheduled Bank, at the time of signing of <u>Deed of Agreement</u> 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 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 purchaser on the Security deposit). J&K Govt Rules for Security Deposit in respect of local SSI Units shall be applicable</p>
18.	<p>Guarantee/Warranty</p> <p>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 workmanship 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 conform to the specifications and quality for a period of 24 months, from the date of acceptance of supplies by the purchaser. If during this , supplied stores/goods/articles be 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</p>

	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 rectification/replacement thereof. In case of failure of the contractor to rectify or replace with the goods etc within specified time, the purchaser shall be entitled to recover the cost with all expenses from the contractor for such defective stores by the available means.
19.	Liquidity Damages Successful tenderer shall have to make the supplies within stipulated period as would be mentioned in the supply order. J&K Police reserves the right to impose liquidity damages of 5% of the cost of unsupplied 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&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.
20.	The supplies delivered by the successful tenderer shall be surveyed and verified by the J&K Police at Police Central Stores Jammu/Srinagar, as the case may be
21.	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&K under the law for the time being in force in the State of J&K.
22.	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.
23.	The tenderer is required to furnish an authenticated copy of Sales Tax/ VAT clearance certificates (alongwith the tender offer or at the time of payments) for the year 2015-16 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.
24.	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.

25.	After the registration/placement of orders/execution of the agreement and formally depositing the security money, in case the tenderer backs out or fails to supply the goods, the security deposited will be forfeited besides any other penal provisions, the department may decide as per norms.
26.	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;
27.	<u>Delivery of Goods</u> 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 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;
28.	If the successful tenderer fails to supply the goods of the prescribed specification or fails to deliver the goods within 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 shall be lawfully entitled to forfeit the amount of the EMD/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 with the department, under law .
29.	Either the original manufacturer or his authorized dealer can participate for a particular item or sample(s) only. Tender offers where both original manufacturer and his authorized dealer participate for the same items the tender of OEM shall be considered and tender of the distributor shall be rejected
30.	If at any stage of the 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.
31.	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.
32.	All legal proceedings arising out of any dispute between the parties shall have to be settled in the Courts situated in Srinagar and Jammu and not elsewhere
33.	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.
34.	The supplier shall not sublet the contract or any part thereof to any other agency
35.	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.
36.	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.
37.	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.
38.	PHQ may call any bidder at any stage of the tender process for seeking any clarification.
39.	Queries /representations on tender enquiry should received upto pre-bid conference or within 10 days from the date of publication of this tender enquiry (whichever is earlier) which would be entertained .All queries/representations received after pre bid conference would not be entertained.
40.	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.
41.	The detailed NIT, SBD and BOQ is available on J&K State e-Procurement portal www.jktenders.gov.in . In case of any clarification, please contact on Phone no. 0191-2459029.


 (AIG Provision/Transport)
 For Director General of Police,
 J&K-Jammu

APPENDIX-I

MANUFACTURER'S AUTHORIZATION LETTER/CERTIFICATE:

To,
The Director General of Police
J&K, Jammu.

Subject:- _____

Sir,

Please refer to your e-tender enquiry (NIT) No-42 of 2015 dated 28.11.2015.

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 further confirm that no supplier or firm or individual other than M/s _____ (name and address of the above agent /dealer) is authorized to submit tender, process the same further and enter into contract with you against your requirement as contained in the above referred tender enquiry documents for the above said goods manufactured by us.
3. We also hereby extend our full warranty, CMS, 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 42 of 2015 dated 28.11.2015.

To,
The Director General of Police
J&K, Jammu.

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 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 Manufacturers)

Note:-

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

SIGNATURE OF THE TENDERER.

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)	
Past performance in % age upto 2 crores	
Past performance in % age above 2 crores	

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:-**

<u>S.No</u>	<u>Requirement to be checked before submission of the tender</u>	<u>Complied (Please indicate YES or NO after complying with the requirement.</u>
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 be 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 Srinagar/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 authorized 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 not?	
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 the original 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'.	

List of sensitive and non sensitive documents

S. No	Sensitive Documents part of Technical bid	Non Sensitive Documents
1.	Valid registration certificate/industrial license of original manufacturer for the items quoted	Performance statement of two years
2.	Valid authorization letter of original manufacturer in case of approved dealer	Govt. supply orders for same if any
3.	Valid registration certificate of approved dealer with central/state sales tax department for the items quoted	Income tax clearance
4.	Test report, if required	
5.	VAT clearance	
6.	SSI unit -registration certificate (local SSI units of J&K State only)	
7.	SSI unit - functional certificate (local SSI units of J&K State only)	
8.	Scanned copies of EMD and Tender Fee	
9.	Scanned copy of NIT duly Signed & sealed	

Annexure (A)

S.No	Specification/desirable features	Qty
01	<p>Iron Safe for safe custody of classified documents (Height X Width X Depth) mm outside = 790X635X675 Inside = 590X435X395 Weight = about 04 qtls</p> <p>Features:- The safe should offer resistance to following attacks</p> <ol style="list-style-type: none">I. Sledge hammersII. Power drill and chiselsIII. Oxy-acetylene flameIV. Arc cutting etcV. Should also withstand fire endurance test at least for one hour.VI. The material should be anti corrosion.	21 No


(AIG Provision/Transport)
For Director General of Police,
J&K-Jammu