

POLICE

HEADQUARTERS

J&K


JAMMU

e-NIT NO 05 of 2015  
DATED. /0 .02.2015

For and on behalf of the Governor of Jammu and Kashmir State, e-tenders are hereby invited from the dealers dealing with sale /distribution of the Data paper to quote against this tender for the supply of 80 Columns 25.4 Cm X 30.5 Cm (1000 sheets in each packets)(as indicated in the detailed SBD & BOQs).The download of the NIT shall start on 10/02/2015 at 1600 hours. Tenders shall be submitted online on J&K State e-Procurement Portal [www.jktenders.gov.in](http://www.jktenders.gov.in) before 28.02.2015 upto 1600 hours. The samples of Data papers duly packed shall be deposited in Police Central Stores, Gulshan Ground Gandhi Nagar Jammu and Zewan, Srinagar before closing date of submission of e-tender. Samples received after the prescribed date / time shall not be accepted.

The tenders will be opened online on 2.03.2015 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](http://www.jktenders.gov.in)

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

No: Prov-II/WPR- 44/NIT-05 of 2015/ 0529-44

Dated: /0 .02. 2015

Copy to the:-


1. All ADsGP J&K
2. All IsGP J&K

.... for favour of information.

3. 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.

4. DIG CKR Srinagar/DIG Jammu-Kathua & Samba Range Jammu.
5. Director Police Telecom J&K Jammu for information.
6. Director Industries Jammu/Srinagar for information.
7. Manager Government Press Srinagar / Jammu for publication of the e.tender in Govt Gazette.
8. 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.
9. 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.
10. In-Charge Police Central Store Gulshan Ground Jammu/ Zewan Srinagar for information.
11. 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.  
9.2.2015

POLICE

HEADQUARTERS

J&amp;K

JAMMU.

e-NIT NO:05 of 2015  
DATED. . 02.2015

<b>SBD</b>
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1.	For and on behalf of the Governor J&K State, e-tenders are hereby invited from the dealers dealing with sale /distribution of the computer Data paper to quote against this tender for supply of 80 Columns 25.4 Cm X 30.5 Cm (1000 sheets in each packets)(as indicated in the detailed SBD & BOQs)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 <a href="http://www.jktenders.gov.in">www.jktenders.gov.in</a> from 10.02.2015 at 1600 hours to 28.02.2015 up to 1600 hours.	
2.	Last date and time for receipt of samples of the Data papers	28.02.2015 upto 1600 hours samples received after the prescribed date or time shall not be accepted. The sample shall be packed in a separate cover affixed with sealing wax and seal of the firm, quoting NIT No and other details pertaining to the dealer .
	Address for submission of samples	The sample shall be received only at Police Central Stores Gandhinagar Jammu or Police Central Store Zewan, Srinagar before closing date of submission of the tenders.
	Time/date and place for online opening of bid only	<u>On 2.03.2015 at 1100 hours at J&amp;K</u> Police Headquarters, Gulshan Ground Jammu.
	Validity of tender offer	Upto 31.3.2016
3.	<b><u>SAMPLES SHALL BE AS UNDER:</u></b>	
	<p>I. The tenderers shall ensure that sample submitted by them are of good quality and fully confirm all the parameters of the NIT specifications.</p> <p>II. Offers without sample after stipulated date and time for receipt of the tenders/samples shall not be accepted.</p> <p>III. All samples should have a card affixed to it duly signed and stamped by the firm</p>	

	<p>indicating (a) name of the firm (b) tender No. (c) Date of opening of tender and (d) name of the item, make and model (wherever applicable).</p> <p>IV. Sample shall be without any kind of marking/sign/symbol/blot/scratch/stain. Samples not conforming to this clause shall be rejected.</p>
4.	<p>The tender fee has been fixed for SSI units of J&amp;K State only Rs. 100/- and all other vendors have to pay Rs. 2000/- as tender fee in shape of a <b><u>crossed demand draft</u></b> favoring Chief Accounts Officer PHQ J&amp;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 2014-15. 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 General of Police J&amp;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&amp;K State are required to pay the tender fee prescribed as per J&amp;K Govt. rules. However, the Govt/ Semi Govt. concerns of the J&amp;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><b><u>Earnest Money Deposit (EMD)</u></b></p> <p>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&amp;K state SSI Unit holders only and for other tenderers 2% of the value of the quoted items or Rs.0.50 lac whichever is less</u>, pledged to AIG (Prov/Tpt) PHQ J&amp;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. 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&amp;K Gulshan Ground Jammu alongwith tender fee before the opening of technical Bid. J&amp;K Govt. rules with regard to furnishing of EMD in respect of local Registered SSI units of J&amp;K State shall be applicable in letter and spirit. The local SSI units are required to pay EMD prescribed as per J&amp;K Govt rules. For the purpose, SSI units shall have to furnish Registration Certificate <b>INDICATING THEREIN THE DETAILS OF ITEMS AND INSTALLED CAPACITY OF THE UNIT PER MONTH</b> and Functional Certificate of SSI Unit, issued by the competent authority, with their tender offer failing which the benefits of SSI units</p>

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.**

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 Despatch basis shall be rejected.</u>
	ii)Dispatch instructions	Stores are required to be delivered at consignee's locations as detailed in clause 7(i)
	iii)Delivery required	Approximately within 15 days from the date of issue of Acceptance of the tender or supply order.
	v)Inspection authority / place of survey	Board of officers, duly constituted by the J&K Police Hqrs, at consignee's premises.
	vi)Packing and marking	As per clause 23
	vii)Payment terms	<p>Payment shall be released by the department against consignment delivered, inspected, accepted and properly brought on the stock in the concerned stock registers of the Department. 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 within 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</p>

		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 .																
7.	Rates quoted by the firms should be on firm price basis.																	
8.	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 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 Tenderer.</u>																	
9.	The approved supplier shall be deemed to have fully understood the conditions & specifications of the article/s etc.																	
10.	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.																	
11.	Purchaser reserves the right to change the quantity of stores allotted to them.																	
12.	Purchaser reserves the right to cancel/reject or scrap the tender, with no consequential liability.																	
13.	<p><b>TWO BID SYSTEM:-</b> All bidders are required to submit their offers in two covers online as under:- (A) <b>FIRST COVER (Technical Bid)</b> 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>Scan copy of the Earnest money.</td> </tr> <tr> <td>iii.</td> <td>Scan copy of Tender Fee.</td> </tr> <tr> <td></td> <td>The PHQ may at its discretion, before opening of financial bids, subject the test check of the samples and financial bids of only those firms shall be opened which will be found of good quality.</td> </tr> <tr> <td>iv.</td> <td>Scan copy of the NIT, all pages duly signed &amp; stamped by the tenderer, in token of having understood and accepted the specifications, terms &amp; conditions of the NIT and quoted items should be duly ticked.</td> </tr> <tr> <td>v.</td> <td>Acceptance regarding delivery within the stipulated delivery schedule.</td> </tr> <tr> <td>vi.</td> <td>PAN no/VAT/TIN No. Self attested photocopies thereof be appended.</td> </tr> </table> <p>B) <b>SECOND COVER (Commercial/Price Bid)</b> should contain the following:-</p> <table border="1"> <tr> <td>i.</td> <td>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</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.	Scan copy of the Earnest money.	iii.	Scan copy of Tender Fee.		The PHQ may at its discretion, before opening of financial bids, subject the test check of the samples and financial bids of only those firms shall be opened which will be found of good quality.	iv.	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.	v.	Acceptance regarding delivery within the stipulated delivery schedule.	vi.	PAN no/VAT/TIN No. Self attested photocopies thereof be appended.	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
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	<p><b>Rates should be carefully quoted offline and then uploaded</b></p> <p><b>(Note)</b> J&amp;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.</p> <p>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 <b>31.3.2016</b> with a provision of further extension if finally approved by competent authority.</p>
14.	On due date of opening of tenders i.e. 28.02. 2015 at 1600 hours, bids and samples deposited by the dealers shall be opened and put to scrutiny and test check through a committee.
15.	<p><b>Security Deposit</b></p> <p>The approved tenderers will have to supply the data paper as per approved rate/ approved sample and specification. They will have to furnish security deposit @ <u>5%</u> of the total value of the Data paper in the shape of CDR/FDR issued by a Nationalized/Scheduled Bank. This security deposit will be released after one year . J&amp;K Govt Rules for Security Deposit in respect of local SSI Units shall be applicable.</p>
16.	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 viz -a-viz sample for further acceptance
17.	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;
18.	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.
19.	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 2014-15 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.
20.	The authorities reserve absolute powers to reject or accept the tender
21.	After the registration/placement of orders/execution of the agreement and formally depositing the security money is mandatory for the approved supplier, in case the tenderer backs out or fails to supply the Data paper, the security deposited will be forfeited besides any other penal provisions, the department may decide as per

	<b>norms.</b>
22.	<b><u>Delivery of Goods</u></b> Goods shall be delivered (as per instructions in the 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.
23.	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;
24.	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 and Penalty/damages would be imposed and recovered from the bidder as per terms and conditions indicated in the supply order.
25.	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.
26.	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.
27.	PHQ may call any bidder at any stage of the tender process for seeking any clarification.
28.	The detailed NIT, SBD and BOQ is available on J&K State e-Procurement portal <a href="http://www.jktenders.gov.in">www.jktenders.gov.in</a> . In case of any clarification, please contact on Phone no. 0191-2459255.

  
 ( A/C Provision & Transport )  
 For Director General of Police,  
 J&K-Jammu.  
 7.7.2015



Annexure "A"

1. Specification of the data paper:- 80 Columns Computer Data papers 25.4 CM X 30.5 CM (1000 sheets in each packer ) of good quality (samples required to be deposited as stated in SBD)
2. Quantity required =3540 Packets



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



7-2-2015