

SUPREME COURT OF INDIA
ADMN. MATERIAL BRANCH

NO.F. GPNCWS/18/SCI(AM)
DATED : 16th July, 2018

Last date for submission of Tender is
6th August,2018 upto 03:00 p.m.

NOTICE INVITING TENDER FOR SUPPLY OF 4013 MTRS OF TERRYWOOL FABRIC OF RAYMONDS SAPPHIRE, QUALITY NO.3041005384 SHADE NO.0009 (NAVY BLUE), 417.6 MTRS OF TERRYWOOL FABRIC OF RAYMONDS SAPPHIRE QUALITY NO.3041005384 SHADE NO.0113 (GREY) , 420 MTRS OF LIGHT GREY COLOUR SPUN FABRIC FOR SALWAR KAMEEZ AND 84 GREY DUPATTAS FOR WINTER SEASON

Sealed tenders are invited as per proforma enclosed (Annexure-I) for supply of following items :

1.	Navy Blue Terrywool Cloth (Quality No. 3041005384 shade NO.0009)	4013 mtrs. (3822.20 mtrs. in multiples of 5.80 mtrs. and 190.8 mtrs. in multiples of 3.60 mtrs.)
2.	Grey Terrywool Cloth (Quality No. 3041005384 shade NO.0113)	417.6 mtrs (in multiples of 5.80 mtrs.)
3.	Light Grey colour Spun Fabric for Salwar Kameez	420 mtrs (in multiples of 10 mtrs)
4.	Dupattas (Grey colour)	84 Nos. (of length 2.25 mtrs)

However, the exact quantity of cloth may differ at the time of placing the order. Any inquiry regarding aforesaid matter can be made by contacting Branch Officer, Admn. Material (Purchase & Stores), Supreme Court of India, Tilak Marg, New Delhi [Tel. No.23388745 / 23112257 / 23111403] or can personally visit at Registry's Reception Counter No.37 near PRO Office for seeing the sample or for any clarification before quoting the rates on any working day between 10.30 A.M. to 4.00 P.M. except Saturday/ Sunday/ Holiday.

A - TENDER

1 **Three separate sealed envelopes** should be used for submitting (i) earnest money, (ii) sample of Fabric and (iii) tender document superscribing

- (i) Earnest Money for supply of winter uniform
- (ii) Sample of Fabric for supply of winter uniform
- (iii) Tender for supply of winter uniform

If all the three envelopes are kept inside a single envelope, it should be specifically so written outside the envelope.

2. The tender may be sent by post sufficiently early so as to reach the Registry within time, or may be delivered to the undersigned. If tender is sent through Messenger, an authority letter from the tenderer with proof of identity may also be given to the Messenger so that he can show the same along with his own identity proof to the Reception Officer at Reception Counter No.37 for issuance of Entry Pass.
3. The tenderers are expected to examine all the instructions, **Annexures** terms & conditions and specifications in the tender documents. Failing to furnish all information required by the tender document in any respect will be at the tenderer's risk and may result in the rejection of the tender.
4. The tender must be received not later than the date & time specified for submitting the same. In case, the date of submitting the tender is declared as holiday by the Govt. of India then the next working day will be treated as due date of the tender.

B – TERMS AND CONDITIONS OF TENDER

5. The tenderers are required to quote their lowest rate on the **Annexure- I** enclosed herewith alongwith samples, mentioning therein Rate per meter, discount on bulk purchase, delivery period and percentage of GST **etc.**
6. The tenderers are required to send their tender alongwith a Demand Draft of **Rs.47,000/- (Rupees Forty Seven thousand only)** drawn in favour of “The Registrar (Admn.), Supreme Court of India” as Earnest Money, which will be refunded to the unsuccessful tenderers on their written request **after finalisation of tender.** Name of the firm, telephone number and name of the item may be written on the reverse side of the Demand Draft.
7. The rates should be valid for a minimum period of 90 days from the date of opening of Tenders.
8. Hypothetical or conditional tenders will not be entertained. Tender once submitted shall not be allowed to be withdrawn or altered, otherwise appropriate action as may be deemed fit by the Registry will be taken against that Tenderer, including forfeiture of Earnest Money.
9. The Registry will deal with the tenderer directly and no middle-men/agents /Commission Agents etc. should be asked by the tenderer to represent their cause and they will not be entertained by the Registry. The tender form is not transferable

and agency shall not be permitted to transfer their rights and obligations to any other person/ organisation or otherwise.

10. The Earnest Money/ Security deposit shall stand forfeited in case of breach of any of the conditions mentioned herein and if the supply is found unsatisfactory.
11. Over-writing/over-typing or erasing of the figures which render the Tender doubtful or ambiguous are not allowed and shall render the tender invalid.
12. The Registry, in its discretion, reserves the right to reject or accept any or all the tenders, wholly or partly, without assigning any reason thereof.
13. All the pages of quotations including the documents submitted therein must be duly signed and stamped failing which the offer shall be liable for rejection.
14. The Registry is not bound to accept the rates submitted by the lowest tenderer.

C. TERMS AND CONDITIONS FOR SUCCESSFUL TENDERER

15. The successful tenderer shall have to give performance security deposit @ 5% of total amount of the Purchase Order (after adjusting the E.M.D. amount of Rs.47,000/- already deposited alongwith the Tender) within one week from the receipt of the Purchase Order. The security deposit will be refunded after 60 days from the payment of final bill on written request of the tenderer and after satisfactory supply of the material.
16. The material supplied will be inspected by an Inspection Committee comprising of Senior Officers of the Registry and in case the supply is not found strictly in conformity with the approved sample/specifications, the same will liable to be rejected and the entire supply will have to be replaced with the quality exactly commensurate with the approved sample/specifications at the cost of the tenderer. The decision of the Inspection Committee in this regard shall be final.
17. The supply of the material as per the required specifications/samples shall required to be made **within 90 days** in the Registry (F.O.R. Destination) on receipt of the Purchase Order; otherwise the security Deposit may be forfeited alongwith any other action as may be deemed appropriate by the Registry. Non availability of raw material shall not be accepted as a ground for delay in supply and shall equally be penalised.
18. The payment will be made only after the full supply is received and accepted as per approved sample/specifications. No part payment or advance payment will be made.

D – PENALTIES

19. If delivery is not made in time and the Registry is required to make purchase from outside at higher rates, the loss sustained will be deducted from the EMD/ Performance Security submitted by the Tenderer.
20. Irrespective of the fact as to whether the Registry makes purchases from outside or not, the Registry may impose penalty upto 1 % per week of total cost of delayed articles, if the delay is due to willful laches or negligence on the part of tenderer, and if it causes financial loss or inconvenience to the Registry.

E – INVITATION OF TENDER

Interested parties may send their sealed tenders in three separate sealed envelopes containing **(I) TENDER DOCUMENT, (II) EARNEST MONEY AND (III) SAMPLES OF FABRIC SUPERSCRIBING – (I) TENDER FOR SUPPLY OF WINTER UNIFORM (II) EARNEST MONEY FOR SUPPLY OF WINTER UNIFORM AND (III) SAMPLE OF FABRIC FOR SUPPLY OF WINTER UNIFORM** addressed by name to the undersigned or may be handed over personally to Registry's Reception Counter No.37 near PRO office so as to reach **on or before 6th August, 2018 upto 3.00 P.M. which may be opened on the same day at 3.30 P.M.** in the Registry by a committee of Officers constituted for the purpose before the tenderers or their authorised representatives who may wish to remain present. The tenders received after due date and/or time and/or without earnest money and /or without samples will not be entertained. In the first instance, envelopes containing Earnest Money, will be opened and only thereafter envelopes containing samples will be opened and if the samples of tenderers are found as per specifications laid down in the Tender Notice, only then the envelopes containing tender documents will be opened.

Sd/-
(BASU DEV SHARMA)
ADDL. REGISTRAR (M)

Encl. Proforma

SUPREME COURT OF INDIA
TILAK MARG, NEW DELHI
ADMN. MATERIAL (P & S)

NO.F. GPNCWS/18/SCI(AM)
DATED : 16th July, 2018

Last date for submission of Tender is
6th .August,2018 upto 03:00 p.m.

PROFORMA

NOTICE INVITING TENDER FOR SUPPLY OF 4013 MTRS OF TERRYWOOL FABRIC OF RAYMONDS SAPPHIRE, QUALITY NO.3041005384 SHADE NO.0009 (NAVY BLUE), 417.6 MTRS OF TERRYWOOL FABRIC OF RAYMONDS SAPPHIRE QUALITY NO.3041005384 SHADE NO.0113 (GREY) , 420 MTRS OF LIGHT GREY COLOUR SPUN FABRIC FOR SALWAR KAMEEZ AND 84 GREY DUPATTAS FOR WINTER SEASON

1. Name of the tenderer with address :
2. Name of the Contact Person with Telephone / Mobile No. / Fax No./ Email ID :
3. **Copy of Traders Identification Number** :
4. **Copy of GST Registration Number** :
5. **Copy of PAN Card**
4. **Details of Rates (per mtr. / per item)** :

S.NO.	PARTICULARS	RATE(IN RS.) Per mtr/PER ITEM	PERCENTAGE OF GST, IF ANY	GUARANTEE/ WARRANTY OF FAST COLOUR	WIDTH OF CLOTH
1.	Navy Blue Terrywool Cloth (Quality No. 3041005384 shade NO.0009)				
2.	Grey Terrywool Cloth (Quality No. 3041005384 shade NO.0113)				
3	Light Grey colour Spun Fabric for Salwar Kameez				
4	Dupattas (Grey colour)				

5. Discount on Bulk Purchase, if any :
6. F.O.R. at Supreme Court Godown :
7. Declaration regarding black listing or otherwise by the Government Department as given in Annexure II :

I/We certify that the information furnished above is true and correct. The terms and conditions are acceptable to us.

**Signature of authorised
signatory & seal of the firm**

Dated :

ANNEXURE-II

SUPREME COURT OF INDIA
ADMN.MATERIAL(P&S)

Tender for supply of Uniform Material

NO.F. GPNCWS/18/SCI(AM)

UNDERTAKING

I/We _____ do hereby solemnly affirm and declare that My/Our firm/Company/Business entity is not blacklisted by any Government Department/Autonomous Organisation etc. or prosecuted by any court of law.

Dated:

Signature of Authorised Signatory
with stamp (Name of the Person)