

OFFICE OF THE SUPERINTENDENT OF POLICE (FIRE & EMERGENCY SERVICE)  
MEGHALAYA ::: SHILLONG.

NOTICE INVITING TENDER:

Sealed Tenders are invited for entering into rate contract for stitching of Uniform Items for Meghalaya Fire & Emergency Service during the financial year 2015-2016. Sealed Tenders will be received upto 1200 Hrs. on 06.07.2015 in the office of the undersigned and will be opened on the same day at 1400 Hrs. by a Tender Opening Committee. Tenderers or their authorized representatives are invited at the time of opening the Tenders. Tenders received after 1200 Hrs. by hand or by post will be summarily rejected.

TERMS & CONDITIONS:-

1. Tenders must be accompanied by the following: -
  - a. Affix non-refundable Court Fee Stamp of `500 (Rupees five hundred) only.
  - b. Earnest Money of Rs.1000/- (Rupees One thousand) only in any of the following form: -
    - (i) Deposit at Call.
    - (ii) Fixed Deposit.
    - (iii) NSC/KVP.  
Pledged in favour of the Superintendent of Police,(F&ES) Meghalaya, Shillong from any Nationalized bank at Shillong.  
For Tenderers belonging to scheduled tribes/castes only 50% (fifty percent) of the earnest Money mentioned above may be deposited, Earnest Money and papers available in the office in connection with any earlier Tenders/Supplies will not be considered as valid Earnest Money for this Tender.
  - c. Attested copy of V.A.T. Clearance Certificate & V.A.T Registration Certificate.
  - d. Financial stability certificate from a Scheduled Bank certifying that the Tenderer is financially sound to undertake the contract.
  - e. Attested copy Scheduled tribes/castes certificate in case of ST/SC tenderers.
  - f. Attested copy of valid Trading Licence in terms of the United Khasi & Jaintia Hills and Garo Hills (Trading by Non-Tribal) Regulation, 1954 for tenderers as amended from time to time who are required to obtain such a license.
  - g. Attested copy recent Passport size photograph of the Tenderers should be attached to the tender.  
All documents above from Sl. 1 (c) to 1 (g) should be duly attested by a G.O.
2. Rates should be: -
  - a. Quoted separately for each item. Same items with optional rates will not be entertained and out rightly rejected.

- b. Written clearly in figures and in words. Any correction or overwriting in the tender papers/documents will be rejected.
  - c. No enhancement of rate will be allowed once it is agreed to stitch the clothing items at the rates accepted by the Department.
3. An undertaking should be submitted by the tenderer before opening of the sealed tender stating that he/she is satisfied with the terms & condition of the N.I.T. and agree to abide by the same. In case of failure to submit the undertaking, the sealed tender of the particular firm will not be opened and will be returned back accordingly.
  4. Tenders should be addressed to the undersigned by designation and not by name. The words “Tender for stitching of uniform items” must be super-scribed on the sealed envelope containing the Tender and the firm’s seal should be stamped on the body of envelop. The Tender should be sent by registered post or delivered by hand.
  5. The tenderer or their representatives/agents must be present during the tender opening alongwith their firm’s seal and authority letter in case of representatives/agents. Whatever objection is to be raised should be done during the Tender Opening Proceeding. Raising objection after the completion of tender opening proceeding will be treated as null & void and the undersigned is not bound to entertain such objections.
  6. Tenders without furnishing all the required papers/documents will automatically stand rejected.
  7. Successful tenderer/tenderers will: -
    - i) Be intimated by a letter of acceptance, till then, no tenderer has any right to assume that his/her tender has been accepted. There shall be no claim whatsoever for compensation for any expenditure incurred by any tenderers in anticipation of acceptance letter.
    - (ii) Be required to furnish a security deposit at the rates mentioned below and execute a contract agreement to ensure fulfillment of the terms and conditions of the N.I.T. and contract agreement, which the successful tenderer (s) will have to enter into. The earnest money of the successful tenderer (s) will not be released till they furnish the full security deposit. Earnest Money of the successful tenderer (s) will be forfeited to the Government in case of failure to furnish the security deposit in full.
  8. Rate of security Deposit: -

For contract upto Rs.10.000/- 2% from locals and 3% from non-locals.

For contract upto Rs.50.000/- 3% from locals and 4% from non-locals.

For contract over Rs.50.000/- 10% of the total amount.

Schedule Caste/Tribes may deposit only 50% of the Security Deposit mentioned above.
  9. The undersigned may rescind forthwith the contract in writing if,
    - a) Tenderer assigns or sublets any contract in respect of the contract or any other contract entered into with the Govt.

- b) Tenderer or his agent/servant is found guilty of fraud in respect of this contract or any other contract.
- c) Declines, neglects or delays to comply with the demand/requisition or in any other way fail to perform or observe any or all the conditions of the contract agreement.

In case of such rescission, the security deposit in full shall stand forfeited and absolutely be at the disposal of the Govt. without prejudice to any other remedy or action that the Govt. shall be entitle to take to recover from the successful tenderer (s) any extra expenses Govt. may deem necessary in obtaining the supplies from elsewhere .

- 10. In the event of the successful tenderer (s) failing to perform his/her part of any or all the conditions of the Contract to the satisfaction of the department or disregarding any terms and conditions of this tender notice or the Contract agreement, the successful tenderer (s) will be liable to any or all of the following actions at the discretion of the Superintendent of Police, (F&ES), Meghalaya, Shillong.
  - (i) Forfeiture of the security deposit in whole or part.
  - (ii) Making good the loss caused to the Government through the liabilities, neglect or delay in complying with the demand.
  - (iii) Cancellation of the contract without any prior notice.
- 11. If the successful tenderer (s) willfully neglect, fails to perform or observe any or all conditions of the contract agreement or Tender Notice or attempts to cheat or indulge in foul practices, the Department may impose a ban upon such tenderer(s) for future business with the Department.
- 12. Payment will be made to the supplier directly only on completion of stitching and delivered the items to the in charge QM Branch in good condition.
- 13. A list of all documents that are attached to the tender should be noted on the body of the envelop containing the tender.
- 14. The acceptance or rejection of the tender rest finally with the undersigned and reserves the right of rejecting any tender or any item in the tender without assigning any reason thereof.
- 15. The undersigned reserves to himself / herself the right to reject any or all tenders without prior notice nor assigning any reason thereof.
- 16. Firm/Supplier concerned is to furnish their address/contact telephone no. etc.
- 17. The Authority is not bound to accept the lowest tendered rates.

S/d -  
Superintendent of Police, (F&ES),  
Meghalaya, Shillong.