

BY SPEED POST

No.15014/2/2009 – GA
Government of India
Ministry of Heavy Industries & Public Enterprises
Department of Heavy Industry
G.A. Section

Udyog Bhawan, New Delhi
Dated : 17th March, 2009

To,

Subject : Annual Contract for supply of Stationary & Consumable items
in Department of Heavy Industry.

Sir,

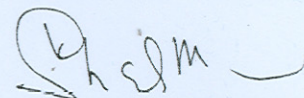
I am directed to say that the Department of Heavy Industry invites sealed quotations for award of contract for supply of stationary, consumable and other misc. items as given in the enclosed sheet. The tender offers in sealed covers should be submitted to the undersigned on or before 2.30 PM on 31.3.2009 in Room No. 16, Udyog Bhawan and tender will be opened at 4.00 PM on the same day. The earnest money deposit of Rs. 50,000/- (Rs. Fifty Thousand only) in the form of a DD / FDR in favour of DDO, Department of Heavy Industry, New Delhi may be enclosed with the quotations. The terms and conditions are as under : -

1. The contract will be for one year but can be terminated at any time without assigning any reason.
2. The rates should be quoted only for the make / brand of items mentioned in the enclosed list.
3. Taxes, if any may be quoted separately, failing which no amount towards any tax will be paid.
4. The financial status of the firm and the past experience may also be indicated, separately.
5. The contractor will be required to contact the General Administration Section of this Department every day to take orders for supply of stationary and consumables items.

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6. All items will be carried out on the basis of only written orders from this Department from time to time and should be supplied on the same day.
7. The successful contractor will have to deposit Rs.1,00,000/- (Rs. One Lakh only) in advance as security deposit in the form of DD/FDR/Bank Guarantee in favour of DDO, Department of Heavy Industry to be retained during the currency of the Contract.
8. In case the firm is not able to supply the items to this Department during the currency of the contract, the security deposit will be forfeited in the full as a penalty.
9. All the items to be supplied should be of original make failing which the contract will be terminated and the Security Deposit of Rs. 1,00,000/- will be forfeited and legal action will be taken accordingly against the firm.
10. The Department is not bound to accept the lowest rate and reserves the right to reject any / all offers without assigning any reasons.
11. The earnest money deposited will be returned after the contract has been finalized and contractor selected.

Yours faithfully,



(K.K. Sharma)

Under Secretary to the Government of India

Encl: As above

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Copy to : NIC for placing the above tender notice on Website of DHI and on Government tender Portal.