

GOVT. OF MEGHALAYA
DIRECTORATE OF CIVIL DEFENCE & HOME GUARDS:: SHILLONG

Top Floor-Horse Shoe Building, Lower Lachumiere, Shillong-793001

No. A(S)14/2006-2007/27

Dated Shillong, the ____ July, 2006

TENDER NOTICE

1. The Directorate of Civil Defence and Home Guards, Meghalaya, Shillong invites sealed Tenders duly affixing Non-Refundable Court Fee Stamp of Rs. 25/- for entering into rate contract for supply of various uniforms items during the year 2006-2007 from manufactures, authorised agents and dealers of repute and previous experience. Sealed Tenders, accompanied with sealed samples will be received on or before 27th September, 2006, at 1500 Hrs and will be opened the same day. Tenderers, or their authorised representatives, may remain present at the time of opening of tenders. Tenders received after due time and date, either by hand or by post will be rejected.
2. All Tenders must be accompanied by earnest Money calculated at the rate of 1% (One percent) of the total value of the articles tendered for. Earnest Money is acceptable only in the form of valid Bank Guarantee/Bank Draft/Deposit – at – Call Receipt and must be payable to the Director General, Civil Defence & Home Guards, Meghalaya, Shillong.
3. Successful Tenders will also be required to furnish Security Deposit as mentioned below to ensure fulfillment to the terms and Conditions of the contract which the successful Tenderers will have to enter into. Such Security Deposit will be subjected to forfeiture in case of non-fulfillment of any or all of the terms and conditions of the contract. Earnest Money of Successful Tenderers will not be released till they furnish the Security Money. Earnest Money of successful Tenderers will be forfeited to Government in case of failure to furnish Security Deposits.

RATE OF SECURITY MONEY

For contract upto Rs. 1,00,000/- 2% from local tribals & 4% from others.

For contract over Rs. 1,00,000/- 3% from local tribals & 5% from others.

4. Once the rate offered in the Tenders are accepted, no enhancement of rate will be allowed under any circumstances and the Tenderers will be liable to supply at the rate approved by the Board. On failure to complete the supplies at the approved rates, the offer will be cancelled and the Security Money forfeited to the Government.
5. Once the Tender is approved no change of shape, Pattern, or quality of specification will be entertained even on the plea of non-availability of raw materials or alternative offers of the same quality.
6. Rates should be quoted FOR Destination, Shillong and must be inclusive of all charges, packing, insurance and other incidental charges. Only CST against 'D' Form and Meghalaya Finance Tax and 12.5% Surcharge on MFT may be shown extra, it applicable. Rates quoted should be clearly and neatly written, both in figures and in words. Over written rates will be rejected. The rates should be valid till 31st March 2007.

7. Delivery will have to be completed within 60 (sixty) days from the date of receipt of supply order. No extension of times will be entertained beyond the stipulated time.
8. Payment will be made to the suppliers directly on completion of supplies and on correct receipt of goods by the undersigned, Documents/Vouchers/Rs Bills etc., will be dispatched by the Firm after full payment of freight charges. 'Freight to pay' Railway Receipts etc., will not be accepted.
9. Tenders should be addressed to the Director General Civil Defence and Home Guards, Meghalaya, Shillong – 793 001 by designation and not by name. The sealed envelopes containing the Tender should be superscribed (Tenders for Supply of Uniforms items) during 2006-2007 and be posted by registered cover or by hand.
10. In items where Tenderers have some existing and valid contract with DGS & D, the authenticated copy of such rate contract should be furnished along with the Tenders.
11. The successful Tenderers are also required to execute a Contract Agreement in the prescribed proforma duly affixing – non – judicial stamp papers of Rs. 10/- (ten) only to ensure fulfillment of the contract which will have to be entered into.
12. The Director General, Civil Defence and Home Guards, Meghalaya, Shillong, reserves to himself the right to reject the lowest or all Tenders, without assigning any reasons thereof.
13. Quantities mentioned in the list are approximate and may be increased, reduced or omitted at the time of finalization of Orders.
14. Income Tax Clearance Certificate from the Income Tax Department and Tax Clearance Certificate from the Superintendent of Taxes must also be furnished along with the Tender.
15. Non-Tribal Tenderers will have to enclosed Trading License from the District Council Authority.
16. An attested copy of photograph of the Tenderer must be submitted along with the Tender.
17. An undertaking must be furnished that the supply/Work will be done by the Contractor/Tenderer himself/herself.
18. A Financial Stability Certificate from the DC/1st Class Magistrate or of a scheduled Bank, certifying that the Firm/Supplier is capable to under take the supply, must be submitted along with the Tender.
19. At the time of opening the Tenders, if there be any objection by a majority of the Tenderers/Representatives present, as to the validity of any Tender, these will be duly recorded and put up to the Purchase Board for consideration. The decision of the Board will be final and binding.
20. All samples submitted must be clearly bear the manufacturer's marking and specification.

21. (a) The successful Tenderers will be intimated by letter of acceptance by the Director General, Civil Defence and Home Guards, Meghalaya, Shillong, till then, no Tenderer has nay right to assume that his/her tender has been accepted and if any expenditure incurred by the Tenderer is anticipation of issue of a letter of acceptance, there shall be no claim what so ever for compensation.

(b) In the event of the successful Tenderer failing to perform his/her part of the contract to the satisfaction of the Department or disregards any terms and conditions of the Tender Notice or the Contract Agreement, they shall be liable to any or all the following actions, at the discretion of the Director General, Civil Defence & Home Guards, Meghalaya, Shillong.

- (i) Forfeiture of Security Deposit, in whole or in part.
- (ii) Making good the loss caused to the Government through the inability, neglect or delaying to comply with any demand.
- (iii) Cancellation of the contract without any prior notice to the contractor.

(c) All losses sustained by the Government due to failure, omission or neglect of the Contractor, will be realised for his/her Security deposit or any other account whatsoever.

22. (a) In the event of rejection, failing, declining, neglecting or delaying to comply with any demand or requisition, the Director General, Civil Defence and Home Guards, Meghalaya, Shillong, shall be at liberty, without prejudice to any claim for compensation against loss and inconvenience caused by such breach, to order purchase or to procure, to arrange from Government stock or otherwise at the expense of the Contractor whose such supplies may have been rejected or who failed, declined, neglected or delayed to supply the equipment as per acceptance.

(b) The Director General, Civil Defence and Home Guards, Meghalaya, Shillong, may rescind any contract in writing if :-

- (i) A Contractor assigns or sublets any contractor with his approval.
- (ii) The Contractor or his agent or servant shall be guilty of fraud in respect of the contractor or any other contractor entered into contract with the Government.
- (iii) The contractor declines, neglects or delays to comply with any demand or requisition of in any other way fails to perform or observe any condition of the contract.

In case of such rescission the Security Deposit, in part or in full, at the discretion of the Director General, Civil Defence and Home Guards, Meghalaya, Shillong, will stand forfeited and be absolutely at the disposal of the Government without prejudice to any other remedy or action that the Government may take.

23. If the Contractor/Firm willfully neglects/fails to perform or indulge in preactise with the motive of making undue gains, the Director General, Civil Defence and Home Guards, Meghalaya, Shillong, may impose a ban on the Contractor/Supplier for future business with the Department.

24. Tax at source will be deducted as per as applicable from the firms, bill, plus surcharge, on the taxable items.

Sl.No.	Items	Approximate Requirement.
1.	Terry Cotton Cloth Khaki, Double width for Shirting and Trouser, Manufactures Name, Trade Mark quality No and Millis Name should be shown on the sample.	4275 Mtrs.
2.	Black Ammunition Boots : Made of Rubber Sole with good quality, cotton laces attached with leather strap at the rear, sample should be submitted in pair. Required size will be 5,6,7,8,9.	1425 Prs.
3.	Nylon Socks : Good quality 1 pair sample to be submitted.	1425 Prs.
4.	Beret Cap Khaki : of superior quality one sample to be submitted. Required Size will be 6, 6 ½ , 7, 7 ½	600 Nos
5.	Web Belt Khaki : with brass fitting and strong quality web fibre, one sample to be submitted.	600 Nos
6.	Whistle Cord – Black.	200 Nos
7.	Whistle Cord – Khaki.	1200 Nos

Sd/-
Director General
Civil Defence & Home Guards
Meghalaya, Shillong.