



सत्यमेव जयते



भारत सरकार/Government of India
गृह मंत्रालय/Ministry of Home Affairs
भारत के महारजिस्ट्रार का कार्यालय
Office of the Registrar General, India
२-अ, मान सिंह रोड, नई दिल्ली – 110011
2-A, Man Singh Road, New Delhi-110011

पत्र संख्या/ No. D-15014/4/2014/GS(Pt.)

दिनांक/ Dated: 05.06.2014

Sealed tenders are invited from reputed firms/suppliers for supply of 5000 Sheets of Light Weight (German made) Straw Board for ORGI as per details given below:-

S No	Items	Specifications	Estimated Qty.
1.	Light Weight (German made) Straw Board	Size – 31” x 41” Thickness – 2.3 mm	5000 Sheets

1. Eligibility Criteria for Bidders: -

- (i) Annual Turnover of the Bidder(s) should be more than Rs. 20.00 lakhs for last two years. Copies of balance sheets be enclosed.
- (ii) The Bidder must have undertaken and successfully completed some of the similar projects each valuing more than Rupees five lakhs, in the offices of Government of India/ State Governments/ Public Sector undertakings/ any other reputed companies & private concerns. (Copies of such Work Orders during last two years/work completion certificates should be submitted)

2. Earnest Money Deposit (EMD): -

Bidders are required to deposit Rs. 15,000/- (Rupees fifteen thousand only) towards EMD in the form of Account Payee Demand Draft/ Pay Order of any Nationalised /Scheduled Bank drawn in favour of “Pay & Accounts Officer (Census)” payable at “New Delhi” along with their Bid in sealed envelope.

3. Other Terms and Conditions: -

- (i) Bidders should submit their sealed envelopes with Deputy Director (Admn.) at 2/A Man Singh Road, New Delhi latest by 3.00 P.M. on 13.06.2014.
- (ii) The tenders shall be opened on the same date at 3.30 P.M. in the presence of quotationers or their authorised representatives if any.

Contd...2/-

- (iii) The quotations received without supporting papers i.e. (a) balance sheets for 2011-2012 and 2012-13/2013-2014 and (b) work experience valuing more than Rupees five lakhs etc. towards fulfilling eligibility criteria and without earnest money in the form of Demand Draft/ Pay Order shall be summarily rejected.
 - (iv) The quotations received after stipulated date and time shall not be entertained.
 - (v) Rates should be indicated in both Figures & Words including charges like all taxes, loading/ unloading, transportation, freight etc. The rates quoted would be firm till delivery and no change whatsoever for any reason would be allowed.
 - (vi) The material should be properly delivered in conformity with the specifications and properly supplied to the satisfaction of the concerned authority in ORGI's Godown at Pushpa Bhawan, New Delhi.
 - (vii) Interested bidders may see the sample on any working day between 10.00 A.M. to 6 P.M.
 - (viii) Bidders are required to give sample positively alongwith their sealed quotation.
 - (ix) Items are expected to be supplied within 15 days from the date of Supply Order.
 - (x) The Bidder should not have been black listed by any Central Govt. / State Govt Office etc. If found to have declared black listed by any Govt. office, the EMD deposited shall be forfeited and the quotation shall be rejected.
 - (xi) EMD of unsuccessful Bidders shall be returned as promptly as possible as but not later than 30 days after the award of the supply order.
 - (xii) If Successful Bidder(s) awarded the work contract refuses to take up the specified job or violate the other terms & conditions his/their deposited EMD shall be forfeited.
 - (xiii) The tender document can also be obtained from the official website of office of RGI at www.censusindia.gov.in/Tender
4. This office reserves the right to reject any or all quotations without assigning any reason thereof.

(Dr. Ravi Shankar)
Deputy Director (Admn.)

To

(As per list)

