



RURAL ELECTRIFICATION CORPORATION LIMITED

(A Government of India Enterprise)

Regd Office: Core-4, SCOPE Complex, 7 Lodi Road New Delhi 110003

Tele. 43091537 Fax 24360644 Email reccorp@recl.nic.in Gram RECTRIC

Website www.recindia.com & www.recindia.nic.in

Ref. No. REC/Admn/Procurement/4

Dated: 11.05.2011

As per list enclosed
(Open to others fulfilling qualifying criteria)

**Sub; Invitation of Tender / Quotation for supply of Godrej
2 hr 2 drawer Fire Resisting Filing Cabinet**

Sirs,

The Corporation invites bid/quotation for supply of Godrej 2 hr 2 drawer Fire Resisting Filing Cabinet, as per copy of Bid document enclosed.

The bids will be received upto 15.00 Hrs on 23.05.2011 and will be opened on the same day at 16.00 Hrs in presence of available bidders.

Yours faithfully,

(Vinay K. Kesarwani)
Manager (Admn.)

Encl: Bid document

LIST OF BIDDERS

1. M/s Prime Furniture Systems ISO certified,
62, NR Jhandewalan Mandir,
M.M. Rani Jhansi Road,
Jhandewalan,
Delhi-55
2. M/s Umang Enterprises,
164/16, Shivaji Nagar,
Near Peepal Tree,
Old Central Jain,
Gurgaon Ho,
Gurgaon 122001
3. M/s Dee Kay Refrigeration,
75, Opp State Bank of India,
Main Branch, Navyug Market,
Ghaziabad 201001
4. M/s Aryan Art Furniture,
A-26/5, DLF Phase 1,
Near DT Mega Mall,
Gurgaon 122001
5. M/s Alphasya One,
F-155/K316, 2nd Floor,
Near Gumbat Park,
Mahroli Bhagat Pur Road,
Lado Sarai,
Delhi 110030
6. M/s Big Base,
C-9, East of Kailash,
Delhi 110065
7. M/s Rajesh Furnishers & Interior,
G-86, Basement Sagara Ratna,
Preet Vihar,
Delhi 110092
8. M/s D Art Furniture Systems Pvt. Ltd.,
I-107a, NR Kirti Nagar Metro Station,
Kirti Nagar,
Delhi 110015

9. M/s Kishore Metal Industries,
1st Floor, B-57, Sector 6,
Noida 201301

10. M/s Vikram Furniture & Decorators,
Office No. 1110/11, Main Road,
Guru Ravi Das Marg,
Govindpuri, Kalkaji,
New Delhi

11. M/s Loci Interiors,
D-4, Amar Colony,
Lajpat Nagar IV,
New Delhi

12. M/s Net work,
IIIrd Floor, Off No. 411,
Vikas Complex,
37b, Savarkar Complex,
New Delhi

13. M/s Godrej & Boyce Manufacturing Co. Ltd.
Sher Shah Suri Marg,
Okhla,
New Delhi-65



Rural Electrification Corporation Limited

A Government of India Enterprise

Core-4, SCOPE Complex, 7 Lodi Road, New Delhi-110 003,

Tel. : 24365161, Fax: 24360644, E-mail: reccorp@recl.nic.in. Website: www.recindia.nic.in

Bid / Quotation for supply of Fire Resisting Filing Cabinet (FRFC)

Rural Electrification Corporation Limited (REC), a Government of India Enterprise, invites 'Sealed Bids' from **Godrej authorized dealer / distributor or manufacturer** for supply of **four number of Godrej 2 hr 2 drawer Fire Resisting Filing Cabinet with height x width x depth of 844 x 560 x 835 and weight of 260 kg.**

1. The sealed bid / quotation shall be signed by a person duly authorized on behalf of the bidder Organization and shall be sent to:-

The DGM (Administration),
Rural Electrification Corporation Limited,
Core-4, SCOPE Complex, 7 Lodi Road
NEW DELHI – 110 003.

2. The bids are to be sent in cover super scribed as 'Bids / Quotation for supply of Fire Resisting Filing Cabinet (FRFC).
3. The bids will be received up to 15.00 Hrs on 23.05.2011. Non-receipt of the bids by the stipulated time/date will disqualify the bidder from the tendering process. The technical cum financial bids will be opened in the presence of representatives of the firms on the same day at 16.00 Hrs.
4. Earnest Money (EMD) of Rs.5, 000/- should accompany the Technical bid documents. The EMD shall not carry any interest. The EMD shall be paid in the form of Demand Draft/Banker Cheque from a Nationalized bank/Scheduled bank in favour of Rural Electrification Corporation Limited, New Delhi. Any bid not accompanied by valid EMD shall be deemed to be invalid and will be rejected by REC.

The EMD shall be forfeited:

- a) If the bidder withdraws his bid during the period of bid validity.
 - b) In the case of successful bidder, if he fails to furnish the required items within the specified time limit.
 - c) The EMD of successful bidder shall be discharged after submission of the required items up to the satisfaction of the Corporation and EMD of unsuccessful bidders will be returned after award of contract.
5. The bid shall remain valid for a period of 4 months from the date of opening of the bid.
 6. **RATES AND PRICES**
 - 6.1 Bidders should quote unit price in the prescribed Performa. Rates should be inclusive of all taxes including delivery at site and installation. Incomplete bids will summarily be rejected. All corrections and alterations in the entries of quotation papers will be signed in full by the Bidder with date. No erasing or over-writings are permissible.
 - 6.2 Price quoted shall be firm and any variation in rates, prices or terms during validity of the offer shall require forfeiture of the EMD.

- 6.3 The FRFC has to be delivered at RECs premises and no additional freight or any other charges, etc, would be payable for supply of items at REC premises.
- 6.4 Unconditional discount shall only be accepted, if offered, and shall be clearly indicated in the item Schedules.
- 6.5 The bidders are required to quote the prices for supply of four numbers of Godrej 2 hr 2 drawer Fire Resisting Filing Cabinet in the Format at Annexure-I.

7. Prequalification criteria

The bidder must have :

- i) PAN / GIR No.
- ii) VAT / TIN No.
- iii) Must be authorized dealer / distributor of Godrej Company.

8. Evaluation of Bids

Only valid bids fulfilling qualifying criteria at Clause No. 7 shall be considered for evaluation. The bidder quoting lowest price inclusive of all taxes, freight, handling, installation will considered for award of contract / work.

9. TERMS OF PAYMENT

Payment will be released within 15 days of receipt of and certification of satisfactory delivery by concerned REC authorized officer.

10. ARBITRATION

- 10.1 If any dispute or difference of opinion arises between parties concerning the terms of agreement or their respective rights, responsibilities, or liabilities, then the parties shall meet and try to settle these amicably. If the parties fail to reach an amicable settlement within a reasonable time, the dispute, doubt or difference of opinion shall be referred to arbitration of a sole arbitrator to be nominated by the CMD, REC. The decision of the arbitrator shall be conclusive, final and binding on both the parties. The jurisdiction of the court will be Delhi.

The arbitration proceedings shall be in accordance with the prevailing Arbitration and Conciliation Act, 1996 and Laws of India as amended or enacted from time to time.

The venue of the arbitration shall be New Delhi, India. The fee & other charges of Arbitrator shall be determined by the arbitrator in terms of the Act and shall be shared equally between the parties.

11. No alternative offer shall be considered.
12. REC reserves the right to cancel/withdraw this invitation for quotation without assigning any reason for such decision. Such decision will not incur any liability whatsoever on the part of REC consequently.
13. REC reserves the right to accept/reject any bid and to cancel the bidding process at any time and reject all bids, at any time prior to placement of order, without thereby incurring any liability.

14. APPLICABLE LAW AND JURISDICTION

All matters connected with this shall be governed by the Indian law both substantive and procedural, for the time being in force and shall be subject to the exclusive jurisdiction of Indian Courts at Delhi.

15. The bidders (Small Scale Units) who are registered with National Small Scale Industries Corporation under "single point Registration Scheme" are exempted from payment of EMD and waived from Security Deposit up to the monetary Limit for which the unit is registered and are given price preference upto 15% over the quotation of large scale units. The SSI unit desirous of claiming above concessions should submit their latest NSIC certificate and documents in respect of their monetary limit and financial capability duly certified by NSIC.
16. The item supplied should conform to standard specification. The payment shall be made after receipt/acceptance of goods in good condition as per prescribed specification.
17. The tendered should sign on all the pages of bid documents before submission of tender.
18. The taxes admissible under the Rules/Law shall be deducted from the bills of the Contractor.
19. The quantities of the items stated are only estimate and can increase or decreased by the REC according to the requirement.
20. The tendering firm should clearly mention the warranty period of the FRFC. However, the minimum warranty period should be one year. Any defect found during the period shall be rectified/ replaced by the contractor free of cost within two weeks.
21. No alternative/conditional offer shall be considered.
22. The firm must have at least one office in Delhi (either Branch or Head Office)
23. REC reserves the right to annul the bidding process at any time prior to award of contract including rejection of any or all bids after the same have been received, without thereby incurring any liability to the affected bidder or any obligation to inform the affected bidder/s on the ground of REC's action.
24. REC reserves the right to accept/reject any bid and to cancel the bidding process at any time and reject all bids, at any time prior to placement of order, without thereby incurring any liability.
25. Any clarification on the documents may be obtained from:-

Shri A.K. Arora DGM (Administration), Rural Electrification Corporation Limited, Core-4, SCOPE Complex, <u>NEW DELHI – 110 003.</u> Telephone No: 24366921	Shri Vinay Kumar kesarwani Manager (Admn.) Rural Electrification Corporation Limited, Core-4, SCOPE Complex, <u>NEW DELHI – 110 003.</u> Telephone No: 43091537
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TECHNICAL CUM FINANCIAL BID

1. Name of the Firm _____
2. Regd. Address _____
3. Contact person`s Name& Designation _____
(I) Address _____
(II) Tel. No. Landline _____ Mobile _____
4. Email ID _____
5. Type of Firm (Please tick)

Propriety/Partnership/Limited Company/Cooperative Society
6. Pan No./GIR (Pl. enclose copy) _____
7. Vat No. / TIN (Pl. enclose copy) _____
8. The bidder must be authorized dealer / distributor of Godrej Company or manufacturer of Godrej FRFC
(Pl. enclose documentary evidence)
9. EMD (to be enclosed with the Technical Bid)
 - a) Amount Rs. 5,000/-
 - b) D.D. No. _____
 - c) Bank _____

10

I. Financial Quotes		
S. No.	Particulars	Unit Rate quoted should be inclusive of all taxes plus delivery & installation at site
1	Godrej 2 hr (2 drawers) Fire resisting filing cabinet (H x W x D W) 844x560x835 260 kg	

The terms and conditions contained in the tender documents are acceptable to me/us.

Signatures of authorized signatory

Name _____

Designation _____

Seal: