

**Govt. Of India.**  
**Ministry Of Home Affairs.**  
**National Disaster Response Force.**  
**Office Of The Commandant, 2 Battalion NDRF, Haringhata**  
**Camp , Mohanpur,**  
**Dist - Nadia 741246.Fax No.03325873601.**

PROV/2Bn NDRF/TOWEL/ 2017/ 1546

14<sup>th</sup> Feb 2017.

**NOTICE INVITING LIMITED TENDER**  
**(NOT TRANSFERABLE)**

Sealed Tenders are hereby invited by the Commandant 2 Bn NDRF on behalf of the President of India from Firms/Contractors/Suppliers for supply of **"COTTON TOWEL"** for approx. value Rs 2,00,000/- as per following details :-

S N	Name of items	Qty required	Specifications
01	<b>COTTON TOWEL</b> (75 cm x 150 cm)	<b>1653 Nos.</b>	<b>Specification</b> <b>No. IS7056 : 1989</b> <b>Schedule - V</b>

**02. Schedule of Tender:-**

Earnest Money Deposit	Rs.5,000/- (Cotton Towel )
Date of issue of Tender Notice	14 <sup>th</sup> Feb 2017.
Last date & time of receipt of tender	28 <sup>st</sup> Feb 2017 1100hrs.
Date & time of opening of tender	28 <sup>st</sup> Feb 2017 1200hrs.
Venue of opening of tender	HQ 2 Bn NDRF, River Research Institute, PO Mohanpur, Dist - Nadia. West Bengal - 741246..
Place of delivery of stores	HQ 2 Bn NDRF, River Research Institute, PO Mohanpur, Dist - Nadia. West Bengal - 741246.

03. Tenders should be in the name of The Commandant 2 Bn NDRF, River Research Institute, PO Mohanpur, Dist - Nadia. West Bengal - 741246. Sealed Limited Tenders, should be sent by post/Courier or can be dropped at TENDER BOX placed at the office of The Commandant 2 Bn NDRF, River Research Institute, PO Mohanpur, Dist - Nadia. West Bengal - 741246 on or before 28<sup>st</sup> Feb 2017 by 1100 Hrs.

04. All the tenderers are required to follow two bid systems i.e. Technical Bid and Financial Bid separately. The tender documents be submitted in three different covers as under:-

<b>FIRST COVER</b>	:	This cover should contain following documents.
	I	Technical Bid duly sealed & stamped by the firm.
	ii	Financial Bid duly sealed & stamped by the firm.

	iii	Earnest Money Deposit of Rs.5,000/- (Cotton Towel).
	iv	Photocopy of PAN Card.
	v	Photocopy of TIN No. allotted by State Government.
	vi	Photocopy of Latest Income Tax & Sales Tax Clearance Certificate.
	vii	This cover should be super scribed with the Tender No., name of stores and due date of opening of tender.
	viii	The address of the tenderer should be written on the lower left corner of the envelope.
<b>SECOND COVER</b>	:	<b>TECHNICAL BID</b> - Should contain following documents.
	i.	Technical specification of the item.
	ii.	Proof of ISO certification, if any.
	iii.	Quality Control system, if any.
	iv.	Warranty/Guarantee, if any.
	v.	Any other additional information regarding technical specification of the item which the tenderer wants to submit as regards to name of brand/manufacturer/experience & expertise etc.
	vi.	Proof of supplying similar items to other Govt. departments if any.
	vii.	After Sales & Service, if any, offered by the firm.
	viii.	This cover be super scribed as "Technical Bid for supply of (Cotton Towel).
	ix.	Certificate regarding Quality control system of the items being supplied.
<b>THIRD COVER</b>	:	<b>FINANCIAL BID</b> - Should contain following documents.
	i.	Rates quoted by the firm which should be on firm price basis.
	ii.	Details of rates, taxes, duties, discount if any quoted by the tenderer.
	iii.	The rate must not under any circumstances be altered.
	iv.	Rate so offered should be entered in words as well as in figures.
	v.	FOR & terms of delivery.
	vi.	Rate quoted should be valid up to the end of current financial year i.e. 2015-16 which should be clearly accepted in the Financial Bid which may be further extended with the concurrence of the firm.
	vii.	In case of authorized suppliers, price list of principal supplier has to be attached with "Financial Bid".
	viii.	This cover be super scribed as "Financial bid for supply of (Cotton Towel )

05. Tenders will be opened by a duly constituted Board of Officers on 28<sup>st</sup> Feb 2017 at 1200 hrs in the office of Commandant 2 Bn NDRF, River Research Institute, PO Mohanpur, Dist - Nadia. West Bengal – 741246. Representative of the firms are at liberty to be present at the time of opening of tenders. The tenderer shall have to submit One (01) number "Cotton Towel" as sample and demonstrate the same along with their tenders before a Board of Officers on the date of opening of tender at this HQ for technical evaluation . **"Tender received without sample will not be entertained"**.





06. Tenderers/ all firms who are not registered with NSIC or DGS&D for the subject stores for which the offers are being invited are required to submit Earnest Money Deposit of Rs.05,000/- (Rupees Five thousand) Only for (Towel Cotton ) in the shape of Bank Draft/Bankers' Cheque/Bank Guarranty drawn in favour of Commandant 2 Bn NDRF payable at **STATE BANK OF INDIA, JAGULI, DIST - NADIA**, along with the Tender Documents. For claiming exemption from depositing earnest money tenderer should be registered with DGS&D / NSIC for the subject stores for which the offers have been invited. Firms not registered for store indicated in the tender schedule will be treated as unregistered, and shall be required to deposit specified earnest money Earnest Money of unsuccessful tenderers shall be refunded to the firm after completion of the tender formalities and that of successful tenderer after three (03) months of completion of supply of stores.

07. The successful tenderer require deposit Security Money @ 10% of value of supply order and execute an agreement before placing supply order on hearing from this HQ. The successful tenderer/firm should require to deposit advanced sample before supply

08. The tenderer will supply the stores at HQ 2 Bn NDRF, River Research Institute, PO Mohanpur, Dist - Nadia. West Bengal – 741246 within stipulated period as mentioned in the agreement and in case firm fails to supply the stores within delivery period, the Earnest Money Deposit/Security Money as deposited by the firm shall be forfeited and deposited into Government Treasury.

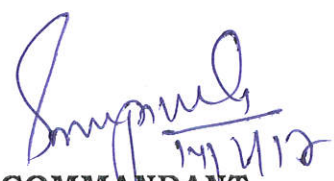
09. Stores will be supplied on credit basis. Bill will be accepted against delivery of stores. Received stores will be inspected as per advance sample deposited by the firm by the duly constituted Board of Officers. Payment will be released after approval of survey committee report through Bank Draft by Commandant 2 Bn NDRF on proper receipt.


10. Tender not fulfilling any of the above terms & conditions shall be summarily rejected and no representation will be accepted.

11. In the event of failure on the part of the Tenderer to fulfill all or any terms & conditions laid down herein, it shall be lawful for the Commandant 2 Bn NDRF to forfeit a part or whole of the Earnest Money / Security Money Deposit.

12. The Commandant 2 Bn NDRF, Kolkata reserves the right to reject or accept any Tender(s)/stores without assigning any reasons. The stores supplied by the firm are subject to acceptance after survey by a Board of Officers. In case of rejection of stores, the firm will be responsible to lift the stores and to provide its replacement within a specified time at their own risk and cost.



  
**FOR COMMANDANT  
2 BN NDRF, KOLKATA**  
*On behalf of the President of India*

o/c  
  
19/12/17