

Through Registered Post

**OFFICE OF THE DISTRICT & SESSIONS JUDGE::  
TIS HAZARI COURTS ::: DELHI**

No \_\_\_\_\_/Purchase Cell/10

Dated \_\_\_\_\_

**LIMITED TENDER**

To,

1. The Manager, Kendriya Bhandar, West Block VIII, Wing-III, Ground Floor, R.K. Puram, New Delhi.
2. The Manager, NCCF India Ltd, 92, Deepali Building, 6<sup>th</sup> Floor, Nehru Place, N.D.
3. The Manager DSIDC, Admn. Block Okhla Phase-I, Near Police Station, New Delhi
4. The Manager DCCW Store limited, Karam Pura Road, Moti Nagar, New Delhi-15.
5. The Manager, Delhi State Consumer Co-operative Federation Ltd, G-184, Basement, Behind Dena Bank, Hari Nagar, Delhi-64
6. The Sudhar Sabha Consumers Co-operative Store Ltd., DDA Shop No. A/1 Market, B-4, Lawrence Road, Delhi-35
7. Notice Board:- At Tis Hazari, Patiala House, Karkardooma, Rohini and Dwarka Courts for information to other Government stores/Emporium/General tenderers.
8. District Courts Web-site Committee, Tis Hazari Courts, Delhi with the request to place the tender form on the website of District Courts, Delhi.
9. M/s Khadi & Village Industries Commission, Khadi Gramodyog Bhawan, 24, Regal Building, New Delhi- 110001.
10. M/s National Textile Corporation, Divisional Office, 15-A, DLF Industrial Area, Moti Nagar, New Delhi-110015.
11. M/s H.C. Sharma & Co., 5/38, W.E.A. Ajmal Khan Road, Karol Bagh, New Delhi-05.
12. M/s Superhouse Ltd., B-6, Site-I, UPSIDC Industrial Area, Unnao-209801.
13. M/s Anchor Fab, B-4/2, Okhla Industrial Area, Phase -II, New Delhi - 110020.
14. M/s U.R. Traders, 920, 2<sup>nd</sup> floor, Mela Ram House, Chawari Bazar, Delhi- 110006
15. M/s New Stationery House, 2912, Main Bazar, Subzi Mandi, Delhi- 110007
16. M/s Goyal Stationers, 433, Gali Robin Cinema, Old Subzi Mandi, Delhi- 110007
17. M/s Popli Plastics, 5411, New Market, Sadar Bazar, Delhi -06
18. M/s Mahalaxmi Paper Mart, 3993-A/1, 1<sup>st</sup> Floor, Raghuganj, Chawri Bazar, Delhi-06.
19. M/s Office Square, 15/32, Ground Floor (Back Side), West Patel Nagar, New Delhi.
20. M/s Sumer Booksellers & Stationers, 7180/8, Birla Lines, Kamla Nagar, Delhi-07.
21. M/s Jai Mata Trading Co. C-4/32, Rajasthali Apartment, Pitampura, Delhi-34.
22. M/s SVA Paper Trading Co., 3635-36, Bara Hindu Rao, Delhi-06.
23. M/s Bansal General Store, 3588, Main Bazar, Old Subzi Mandi, (Near Indira Market) Delhi-07.
24. M/s Philips India Ltd., 9<sup>th</sup> Floor, DLF 9-B, DLF Cyber City, DLF Phase-3, Sector -25, Gurgaon -122002 (Haryana)
25. M/s Usha Shriram (India), Block A, DDA Commercial Complex, Naraina, Ring Road, New Delhi- 110028.

**Sub: (1) Purchase of 4 (Four) nos. Aluminum Ladders for Record Rooms at Karkardooma Courts, Delhi having following specifications :**

- (i) It should be made of 14 gauge superior quality aluminum.
- (ii) It should be self supporting ladder.
- (iii) Top of the ladder should be flat like a stool for convenience of the user.
- (iv) Maximum height of the ladder should be eight feet (8').
- (v) Bottom end of the ladder should be covered with rubber / plastic etc.

**(separate quotation for this item)**

**(2) Purchase of 350 meters Pant Cloth for uniforms for staff car drivers as per below mentioned specifications :**

Terricot Pant in Grey/White /Blue with colour 11 TNP's subsidiary Prince Quality.

**(separate quotation for this item)**

**(3) Purchase of following Stationery items :**

1. Jotter Refill Red	3,000 nos.
2. Big Size Rubber (Eraser)	5,000 nos.
3. Master Roll (for HCL Duplicating Machine)	20 nos.
4. Big Size Staplers	930 nos.

**(Separate quotation for this item)**

**(4) Purchase of 186 nos. Instant Plastic Automatic Cordless Electric Kettles for the use of District Courts, Delhi**

*(Kettles manufactured by reputed manufacture such as usha, Philips etc. would be preferred).*

**(Separate quotation for this item)**

- Limited tenders are invited in **two bid system** i.e. Technical bid and Financial bid. The technical bid should contain details specification of the item along-with necessary documents as mentioned below. The financial bid should contain competitive price of goods and other relevant description etc.
- The quotations / tender complete in all respect be put only in tender box placed in room No 105, 1<sup>st</sup> Floor, Tis Hazari Courts, Delhi on or before **23.03.2010 at 4.30 P.M.**, which will be opened on the same day in the presence of tenderers.
- Each sample should be marked and numbered by the firm, clearly visible, failing which the sample may not be considered.

1. The quotation must be accompanied with **sample** of the items. Without sample of the item quotation shall not be considered
2. The financial bid of only those tenderers shall be considered who are eligible and qualified in their technical bid.
3. The tenders received after due date and time shall not be considered.
4. The tenderers are required to submit two sealed envelopes in a one envelope. One envelope should contain technical bid and another financial bid. On the top of the envelope financial and technical bid must be mentioned.
5. Quotations through Direct, courier, post and any other means, shall not be accepted / entertained in any case.
6. Quotations received after due date & time shall not be considered in any case.
7. The firms must have sales tax / VAT / TIN no. and Income tax / PAN Nos. and those who have not the same, need not apply. Also the firm must submit proof of depositing sales tax/VAT to indenting department.

8. Random checking of the sample/supply of the articles will be done at the cost of supplier as per rules as the sample so used/damaged in the random checking should be replaced by the supplier.
9. No payment will be made in advance to the tenderers. Payment of the bill will be paid only after the complete supply of the articles as mentioned above.
10. The rates should be written in words as well as in figures and sales tax, VAT, Excise Duty must be mentioned separately, (if ST/VAT/Service Tax, Excise Duty etc. is not mentioned, the rates of concerned item will be treated as inclusive of ST,VAT, Excise Duty etc.). Further, rates should be valid for a period of one year from the date of order.
11. The rates should be quoted F.O.R. Tis Hazari, Karkardooma, Patiala House, Dwarka and Rohini Courts, Delhi or as directed by this office.
12. The tenderers are required to attach photocopy of current Sales Tax Clearance Certificate along with their quotations. Failure to submit Current STCC may render them invalid automatically.
13. On the top of envelope/quotations the name of the articles must be mentioned clearly for which quotation has been called.
14. The Tenderers will furnish warranty/Guarantee against manufacturing defects at least for minimum period of one year.
15. The firm will supply only the ISI marked product which have been notified by the Bureau of Indian Standards **(BIS)**, wherever applicable.
16. The Purchase Committee in its discretion reserves right to reject or accept any or all the quotations at any time without assigning any reasons.
17. The firm should not be black listed by any Govt. Department/Semi Govt. If any proof of black listing is found against the tenderer/firm at any time during the period of contract/purchase, the whole claim or part thereof as decided by the Purchase Committee may be forfeited without assigning any reason.
18. When any working day is declared a holiday then the tenders will be opened on the next working day.
19. In case of job work or material used is found below the standard and not according to the specifications, the Purchase Committee reserves the right to forfeit the whole claim or part thereof. The decision of Purchase Committee will be final in this regard.
20. The Purchase Committee reserves the right to terminate any contract at any time before the expiry of the period covered under the contract without assigning any reason thereof and without incurring any liability.
21. The Purchase Committee reserves the right to accept or reject any tender without assigning any reason whatsoever and no representation of any kind will be entertained.
22. The tenderers should submit separate quotation for each item as mentioned in the subject.
23. In case of dispute the decision of Purchase Committee shall be final and binding upon the tenderer/firm/contractor/supplier.
24. **Each tender form should be accompanied by demand draft/pay order/ FDR/Bank Guarantee for amount of 5% of total quoted rate and value of purchase as EMD in favour of District & Sessions Judge, Tis Hazari Courts, Delhi**
25. The amount of security will be refunded as soon as possible to the unsuccessful tenderers on written request. The Govt. Stores who have been declared exempt from

depositing EMD shall be required to submit documentary evidence as proof to prove that they are exempted from depositing earnest money by the Govt. of India/Govt. of NCT of Delhi. In the absence of earnest money/documentary evidence the quotation shall not be considered.

26. The respective EMD/bid security submitted by the successful firm would be returned to them with the condition to submit the performance security as deemed fit by the Purchase Committee of this department in form of FDR/Bank Guarantee/Demand Draft. The said performance security would be valid for a period of all contractual obligations.
27. The department reserves the right to impose any other condition at the time of placing order.

**(VINOD GOEL)**  
**Chairman, Purchase Committee/  
Additional District & Sessions Judge, Delhi.**

**Through Registered Post**

**OFFICE OF THE DISTRICT & SESSIONS JUDGE::  
TIS HAZARI COURTS ::: DELHI**

No \_\_\_\_\_/Purchase Cell/10

Dated \_\_\_\_\_

**LIMITED TENDER**

To,

1. The Manager, Kendriya Bhandar, West Block VIII, Wing-III, Ground Floor, R.K. Puram, New Delhi.
2. The Manager, NCCF India Ltd,92, Deepali Building,6<sup>th</sup> Floor, Nehru Place,N.D.
3. The Manager DSIDC, Admn. Block Okhla Phase-I, Near Police Station, New Delhi
4. The Manager DCCW Store limited, Karam Pura Road, Moti Nagar, New Delhi-15.
5. The Manager, Delhi State Consumer Co-operative Federation Ltd, G-184, Basement, Behind Dena Bank , Hari Nagar, Delhi-64
6. The Sudhar Sabha Consumers Co-operative Store Ltd. , DDA Shop No. A/1 Market, B-4, Lawrence Road, Delhi-35
7. Notice Board:- At Tis Hazari, Patiala House, Karkardooma, Dwarka and Rohini Courts, for information to other Government stores/Emporium/General tenderers.
8. District Courts Web-site Committee, Tis Hazari Courts, Delhi with the request to place the tender form on the website of District Courts, Delhi.
9. M/s Khadi & Village Industries Commission, Khadi Gramodyog Bhawan, 24, Regal Building, New Delhi- 110001.
10. M/s LG Electronics India Pvt. Ltd. 7, DDA Market, South Extension, Part-I, New Delhi.
11. M/s LG Electronics India Pvt. Ltd., A-27, Mohan Co-operative Industrial Estate, Main Mathura Road, New Delhi-110044.
12. M/s Samsung Electronics Co. Ltd. 7<sup>th</sup> & 8<sup>th</sup> Floor, IFCA Tower, 61, Nehru Place, New Delhi-19.
13. M/s Prakash Trading, Kamla Nagar, New Delhi.
14. M/s Saini Electronics, 49-D, Roop Nagar HDFC Bank, Kamla Nagar, New Delhi.
15. M/s Cool World, 5064, Roshanara Bagh, Roshnara Road, Kamla Nagar, Delhi – 07.
16. M/s Hari Om Electronics, Roop Nagar, Delhi-17.

**Sub: (1) Purchase of 2,000 kgs. Vim Powder for use of District Courts, Delhi.**

*(Separate quotation for this item)*

**(2) Purchase of one LCD TV of 32" for Children Room, Tis Hazari Courts, Delhi.**

*(Separate quotation for this item)*

**(3) Annual Rate Contract of supply of Ink Cartridges for 25 nos. Canon make Fax Machines (model JX-201 and BX-3) for the use of District Courts, Delhi.**

Note : Approximately 10 cartridges (model PG 40 Block) for JX 201 & 2 cartridges for model BX-3 are required on per month basis.

*(Separate quotation for this item)*

1. The quotations / tender complete in all respect be put only in tender box placed in **room No 105, 1<sup>st</sup> Floor, Tis Hazari Courts, Delhi on or before 23.03.2010 at 4.30 P.M.,** which will be opened on the same day in the presence of tenderers.

2. The tenders received after due date and time shall not be considered.
3. Quotations through Direct, courier, post and any other means, shall not be accepted / entertained in any case.
4. The firms must have sales tax / VAT / Service Tax / TIN no. and Income tax / PAN Nos. and those who have not the same, need not apply. Also the firm must submit proof of depositing sales tax/VAT to indenting department.
5. No payment will be made in advance to the tenderers. Payment of the bill will be paid only after the complete supply of the articles as mentioned above.
6. The rates should be written in words as well as in figures and sales tax, VAT, Excise Duty must be mentioned separately, (if ST/VAT/Service Tax, Excise Duty etc. is not mentioned, the rates of concerned item will be treated as inclusive of ST,VAT, Excise Duty etc.). Further, rates should be valid for a period of one year from the date of order.
7. The rates should be quoted F.O.R. Tis Hazari, Karkardooma, Patiala House, Dwarka and Rohini Courts, Delhi or as directed by this office.
8. The tenderers are required to attach photocopy of current Sales Tax Clearance Certificate along with their quotations. Failure to submit Current STCC may render them invalid automatically.
9. On the top of envelope/quotations the name of the articles must be mentioned clearly for which quotation has been called.
10. The Tenderers will furnish warranty/Guarantee against manufacturing defects at least for minimum period of one year.
11. The firm will supply only the ISI marked product which have been notified by the Bureau of Indian Standards (BIS), wherever applicable.
12. The Purchase Committee in its discretion reserves right to reject or accept any or all the quotations at any time without assigning any reasons.
13. The firm should not be black listed by any Govt. Department/Semi Govt. If any proof of black listing is found against the tenderer/firm at any time during the period of contract/purchase, the whole claim or part thereof as decided by the Purchase Committee may be forfeited without assigning any reason.
14. Random checking of the sample/supply of the articles will be done at the cost of supplier as per rules as the sample so used/damaged in the random checking should be replaced by the supplier.
15. When any working day is declared a holiday then the tenders will be opened on the next working day.
16. In case of job work or material used is found below the standard and not according to the specifications, the Purchase Committee reserves the right to forfeit the whole claim or part thereof. The decision of Purchase Committee will be final in this regard.
17. The Purchase Committee reserves the right to terminate any contract at any time before the expiry of the period covered under the contract without assigning any reason thereof and without incurring any liability.
18. The Purchase Committee reserves the right to accept or reject any tender without assigning any reason whatsoever and no representation of any kind will be entertained.
19. The tenderers should submit separate quotation for each item as mentioned in the subject.

20. In case of dispute the decision of Purchase Committee shall be final and binding upon the tenderer/firm/contractor/supplier.
21. **Each tender form should be accompanied by demand draft/pay order/ FDR/Bank Guarantee for amount of 5% of total quoted rate and value of purchase as EMD in favour of District & Sessions Judge, Tis Hazari Courts, Delhi**
22. The amount of security will be refunded as soon as possible to the unsuccessful tenderers on written request. The Govt. Stores who have been declared exempt from depositing EMD shall be required to submit documentary evidence as proof to prove that they are exempted from depositing earnest money by the Govt. of India/Govt. of NCT of Delhi. In the absence of earnest money/documentary evidence the quotation shall not be considered.
23. The respective EMD/bid security submitted by the successful firm would be returned to them with the condition to submit the performance security as deemed fit by the Purchase Committee of this department in form of FDR/Bank Guarantee/Demand Draft. The said performance security would be valid for a period of all contractual obligations.
24. The department reserves the right to impose any other condition at the time of placing order.

**(VINOD GOEL)**  
**Chairman, Purchase Committee/**  
**Additional District & Sessions Judge, Delhi.**

**Through Registered Post**

**OFFICE OF THE DISTRICT & SESSIONS JUDGE::  
TIS HAZARI COURTS ::: DELHI**

No \_\_\_\_\_/Purchase Cell/10

Dated \_\_\_\_\_

**SHORT TERM LIMITED TENDER**

To,

1. The Manager, Kendriya Bhandar, West Block VIII, Wing-III, Ground Floor, R.K. Puram, New Delhi.
2. The Manager, NCCF India Ltd,92, Deepali Building,6<sup>th</sup> Floor, Nehru Place,N.D.
3. The Manager DSIDC, Admn. Block Okhla Phase-I, Near Police Station, New Delhi
4. The Manager DCCW Store limited, Karam Pura Road, Moti Nagar, New Delhi-15.
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8. District Courts Web-site Committee, Tis Hazari Courts, Delhi with the request to place the tender form on the website of District Courts, Delhi.
9. M/s Khadi & Village Industries Commission, Khadi Gramodyog Bhawan, 24, Regal Building, New Delhi- 110001.
10. M/s Sudhir Printers, 151, Desh Bandhu Gupta Market, Karol Bagh, New Delhi-05
11. M/s Abha Publicity, 163, Desh Bandhu Gupta Market, Karol Bagh, New Delhi-05
12. M/s Ravindra Offset Press, J-1/1422, Man Sarovar Park, Shahdara, Delhi-32
13. M/s Akalank Publications, 3622, Mori Gate, Delhi-06
14. M/s Prem Qutabtones Hindi News Paper, F-1, Pandav Nagar, Samrpur Road, N.D.i-91
15. M/s Ess Tee Printers & Publishers, D-96,19, Baba Garg Nath Market, Munirka, N.D.-67
16. M/s Aegean Offset Printers, F-17, Maya Puri, Industrial Area, Phase-II, N. D-64
17. M/s Delhi Printing & Publishing Co. (P) Ltd., Jhandewalan, New Delhi-55.

**Sub: Printing of 190 nos. Demi Official Pads (DO Pads) of District & Sessions Judge and Additional District & Sessions Judge, Delhi of following specifications :**

- (i) Each Pad should contain 100 pages.
- (ii) Golden Emblem is required to be printed on each DO Pad.
- (iii) Paper - Super fine quality.

1. The quotations / tender complete in all respect be put only in tender box placed in **Room No 105, 1st Floor, Tis Hazari Courts, Delhi on or before 23.03.2010 at 4.30 P.M.**, which will be opened on the same day in the presence of tenderers.
2. The tenders received after due date and time shall not be considered.
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**Chairman, Purchase Committee/  
Additional District & Sessions Judge, Delhi.**