

Assistant Director, MHA, Government of India, Room No. 4043, Wing-4, 35, S.P. Marg, New Delhi-21 invites sealed tenders for the items as mentioned in the tender documents given below . Tender document may be down loaded from this site. However, a draft of Rs. 50/- in favour of A.O./M, IB(MHA), New Delhi must be submitted along with your quotation as a cost of tender documents, in absence of which your quotation will not be considered

TENDER DOCUMENT

No. 24/Tech/2010(4)
(Ministry of Home Affairs)
Government of India,
Room No.4043, Wing-4
35, S.P.Marg,, New Delhi

To

M/s

Notice Inviting Tender No. 24/Tech/2010(4)

Sealed Tender, super scribing Tender Notice No. and due date are invited by the undersigned on behalf of the President of India, from reputed manufacturers, authorised dealers, Agents, Suppliers for the supply and delivery of the equipment/stores as per details shown.

S.No.	Name of item with specifications	Quantity
1.	Digital Camera, Suitable Model Sony-T90 or better 12 Mega pixel, optical zoom – 4X, LCD screen – 7.5 cm TFT	10 Nos.
2.	Digital Voice Recorder, Suitable Model Cenix VRW600H(1GB) or better a. Recording time – 8512 mins. b. Dimension - 31 x 90 x 16mm c. Weight - 34 gms. without batteries	10 Nos.
3.	Video Handicam Suitable Model Sony HDR-XR150E or better a. 120 GB Hard Disk Drive HD b. 3.1 Mega pixel Image Resolution c. 25X optical zoom d. 2.7” LCD color LCD screen & Touch panel	02 Nos.

2. Tenders are to be sent by post or delivery by hand so as to reach this office on or before due date.

3. Tenders are to be quoted on their on letter pad. Earnest money @2-1/2% of the total quoted value rounding of to the nearest hundred is to be sent along with the tender, in the form of demand draft payable to Accounts Officer(M), IB(MHA), New Delhi which will be returned to unsuccessful tenderers. Tenders not accompanied with earnest money will be summarily rejected.
4. The offer is to be enclosed in DOUBLE COVER. The inner cover should be sealed and bear our reference number and the due date. The outer cover should be addressed to Assistant Director, Ministry of Home Affairs, Govt. of India, Room No. 4043, Wing-4, 35, S.P. Marg, New Delhi-21. Please note that quotation received after due date and in unsealed covers will be ignored, the quotations should reach the undersigned by **06.09.2010**.
5. The item not being quoted should be clearly marked (not quoted).
6. The rate is to be quoted both in figures and words and shall be inclusive of all incidental charges including delivery charges (transit insurance charges not permissible). The stores are to be delivered at **DCIO/Tech-Stores, R.No. 3012, Wing-1, 35, S.P. Marg, New Delhi-21** In case the quoted rates are exclusive of the taxes and duties to be charged at actual, it shall be indicated clearly in the tender itself. The offered rates should remain valid for minimum 90 days from the last date for receipt of tenders. The quantity can be varied to match the requirement of the Department. The Custom duty, if applicable, is to be incidental separately.
7. The firm will mentions its LST/CST Registration number in the quotation.
8. Permanent income tax number with up-to date clearance certificate is to be furnished along with the tender.
9. The purchaser can ask for a sample of the products offered for test and evaluation. This will be supplied without any obligation on the part of purchaser to accept the same. If the sample is found to conform to the laid down specifications this may be retained and the manufacturer/supplier may be asked to deliver the balance supplies along with the bills. In case of its rejection the sample may have to be collected by the supplier under his own arrangements.
10. The successful tenderers whose rates/samples are approved are required to deposit SECURITY MONEY to the tune of 5% of the total cost of the stores to be supplied in the form of demand draft/Bank guarantee in favour of Accounts Officer/M, IB(MHA), New Delhi within 20 days from the date of issue of the letter of acceptance of tender. Cash security deposits will not be accepted. The security deposits will be returned subject to the supplied being made in full within the stipulated time of delivery and stores being in good condition in conformity with the approved sample kept in the custody of the consignee. The decision of the Government in respect of all the matters concerning refund/forfeiture of the security deposit will be final.

11. The stores shall be supplied within 60 days from the date of issue of the supply order. In the event of the contractor's/supplier's failure to complete delivery by the date(s) specified in the contract/supply order, the purchaser may at his discretion withhold any payment until the whole of the stores have been supplied. If the contractor during the course of execution of the contract at any stage anticipates a delay in supplies beyond the agreed delivery schedule, he would promptly notify the purchaser, who may admit (as reasonable ground) for further time and grant an extension to the delivery schedule by issue of an amendment to the contract. Liquidated damages may be imposed for defaults/inordinate delays on the part of contractor.
12. Payment of the stores supplied will be made ONLY ON BILL BASIS after the stores have been received in full and in good condition as per the approved samples/specifications.
13. Quality/make of the article is to be specified.
14. Warranty/guarantee conditions and after sales service facilities should be clearly specified.
15. The tender set is NOT TRANSFERABLE.
16. Tenders containing any overwriting/alteration will be summarily rejected unless countersigned by authorised signatory.
17. SUBSEQUENT VARIATION of price (after supply order is placed) WILL NOT BE PERMISSIBLE.
18. Right to accept any offer or reject the lowest or any other offer or all without assigning any reasons whatsoever is reserved. In case of any dispute the decision of this office will be final & binding.

ASSISTANT DIRECTOR