



कार्यालय निदेशक जनगणना कार्य, असम

भारत सरकार गृह मंत्रालय

**OFFICE OF THE DIRECTOR OF CENSUS OPERATIONS:ASSAM**

Government of India, Ministry of Home Affairs

G.S. Road, Ulubari, Guwahati-781007

No. DCO/Assam/Ph-II/89/2011/1700

Dated: Guwahati the 17<sup>th</sup> May, 2012.

**SHORT TERM LIMITED TENDER NOTICE**

Limited Tenders are invited from reputed Registered Firms/ Whole Sale Dealers/ Govt. Suppliers for the supply of Approximately 180 nos. of steel racks as per the following specifications for the storage of 2011 Census records at Store Cum Scanning Centre, Bhetapara, Directorate of Census operations, Assam, Guwahati.

**Materials:** Metal Shelving Racks (Adjustable type) made up of Mild Steel sheets (C.R. Sheet) grade "O"

**Dimension:** 98" (2489mm) height X45" (1143mm) width X20" (508mm) depth.

**Thickness:** Angle (35mm X 35mm) of 2 mm (14 Gauze) & Shelf of 1mm (20 Gauze)

**Compartment:** Six compartments (7 Shelves) with clear space height of 15" (381mm) in each compartment.

**Load bearing Capacity:** For Shelf - >100 kg per Shelf

For Rack- >850 kg per Rack

**Weight:** Mention your one complete Rack weight without any packing.

**For stability purpose all racks may either be fixed with wall or inter locked with each other.**

Interested parties may quote their lowest rate and the quotations be submitted to the under signed on or before 3 pm on 4<sup>th</sup> June' 2012 through Regd. Post/By hand. Tenders should accompany a bid security of Rs. 25000/- in the form of demand draft drawn in favour of the Assistant Director, Directorate of Census Operations, Assam, Guwahati, payable at SBI, Guwahati branch. Firms registered with Central Purchase Organization DGS & D are exempted from furnishing bid security along with the bids. Tenders will be opened at 4.00pm on 28.05.2012 in the presence of the participating bidders.

The undersigned reserves the right to accept or reject any or all the tenders without assigning any reasons thereof.

If the tender is accepted, the same will be on satisfaction of the following conditions.

1. Delivery must be made within the stipulated time, for which requisitions will be sent to successful firm.
2. The items supplied must have the required quality and if the materials supplied do not conform to the quality standards or if damaged items are received the same will be rejected and the cost/loss of which will be borne by the supplier himself.
3. Transportation, loading, unloading and installation charges will be paid by the firm.
4. The racks will be installed at the premises identified by this Directorate.
5. The payment of supplied items will be made only after verification of items supplied for quantity and quality standards.
6. The following items/documents have to be enclosed.
  - i) Copy of up to date income tax returns (self attested)

- ii) Copy of sales tax, vat clearance certificate (self attested)
  - iii) Self certification to the effect that the renderer is not blacklisted by Central Government.
7. The application form and other details is attached herewith.
  8. Bid security of unsuccessful bidders will be returned within one month from the placement of supply orders and that of successful bidder will be returned within sixty days from the supply and installation of the racks.
  9. PERFORMANCE SECURITY: The successful bidder awarded with the job shall be required to deposit performance security equivalent to 10% of the total value of the work order rounded up to next thousand within fifteen days from the date of issue of supply order, in the form of Account Payee Demand Draft/ Bank guarantee from a Nationalized/ Scheduled Commercial Bank in favour of the Assistant Director, directorate of Census Operations, Assam, Guwahati, payable at SBI, Guwahati branch. On request of the Bidder, the earnest money deposit will be adjusted against the security deposits payable by the bidder and bidder shall deposit the balance amount in the prescribed mode and specified time limit. If the security deposit is not paid within time specified, the earnest money deposit of the bidder shall be forfeited. In such case, the DCO, Assam shall be entitled to get the work executed from elsewhere and recover the consequential loss sustained from the bidder due to getting the work executed either through some other bidder or through the bidder selected through the process of re-tendering. The \*Performance Security\* shall be released by the DCO, Assam, Guwahati after the warranty period of 24 months. No interest will be payable for \*Performance Security\*. In the event of non-providing the services the Performance Security shall be forfeited to the extent the services are not provided. Further, if the Purchaser has to get the services from any other Bidders because of failure to provide in full or part by the successful Bidder, the difference in payment may be made from such amount. Also, the amount retained towards \*Performance Security\* is subject to forfeiture it is found at any point of time during warranty period that the materials used by the Supplier are not in conformity to the accepted specification by the Purchaser.
  10. GUARANTEE/ WARRANTY: The materials should carry minimum Guarantee/ Warranty for 24 months from the date of completion of work. Those giving warranty coverage for additional period will be given preference.
  11. SAMPLE: Sample of required Steel rack will be provided by the L-1 Bidders before the purchase committee.
  12. Any dispute will be subject to GUWAHATI JURIDICTION.

Sd. /-  
(Bharati Chanda)  
Joint Director  
Census Operations, Assam  
Guwahati

## TENDER FORM FOR SUPPLY OF STEEL RACKS

From,

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To,

The Directorate of Census Operations, Assam  
G. S. Road, Ulubari, Guwahati-781007

Sub: Tender notice no..... dated..... for supply of steel racks.

Sir,

With reference to tender notice no..... Dated.....  
I/ We hereby submit our bid for the supply of steel racks at the rate of Rs.....  
(Rupees.....ony) per steel rack.

Earnest money of rs.25000/-(Rupees Twenty five thousand only) by means of Demand draft bearing no.....dated.....drawn in favour of the Assistant Director, directorate of Census Operations, Assam, Guwahati, payable at SBI, Guwahati branch is enclosed herewith as desired.

I/We possess the experience of supplying rack to the following organization (please give the name, address and phone number of Organization)

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The following items/ documents are enclosed

- i) Copy of up to date income tax returns (self attested)
- ii) Copy of sales tax, vat clearance certificate (self attested)
- iii) Self certification to the effect that the renderer is not blacklisted by Central Government.

I/We am/are hereby agreed to follow up the terms and conditions stipulated in the s tender notice

In case of fixing of our tender at the rates quoted above.

I/We hereby undertake that I/We am/are bound to obey the instructions/guidelines issued by the census department to this effect till completed of the work entrusted satisfactorily.

In case any loss sustained to Government in this regard from our part, I/We am/are liable to bear the entire cost.

Place:

Date:

Signature of Tenderer  
Name & address  
(with phone numbers)