

**INVITATION OF QUOTATIONS AND INSTRUCTIONS FOR
SUPPLY OF WALKIE-TALKIE MOTOROLA RADIO SETS
(TENDER ENQUIRY)**

Tender No. 5

Government of India
Ministry of Defence
Office of the JS (T) & CAO
'E' Block Hutments,
Dalhousie Road
New Delhi – 110011

Date: 15 Feb 2012

To,

As per list attached

1. The Joint Secretary (Trg) & Chief Administrative Officer, Ministry of Defence, New Delhi for and on behalf of the President of India, hereinafter called the Government invites you to tender in two bid pattern for supply of Walkie-Talkie Motorola Radio Sets for Security Office, Ministry of Defence.

2. General information about the tender is as follows:-

- a). Tender reference No. - A/30024/WTS/CAO/MP-III
- b). Last date and time for receipt of Tenders - 09 Mar 2012 Hrs on 1300 hrs
- c). Time and date for opening of Technical Bid - 09 Mar 2012 Hrs on 1500 hrs
- d). Place of opening of Tenders - Room No. 154, 'E' Block
O/o of JS(Trg) & CAO, Min of Defence
New Delhi-110011

3. The details about the tender, terms, conditions and other related information are mentioned in the appropriate chapters as below:-

Chapter-1	Instructions to Bidders
Chapter-2	Terms and Conditions
Chapter-3	Specifications and quantity of Walkie-Talkie Motorola Radio Sets
Chapter-4	Technical Bid Format
Chapter-5	Commercial Bid Format

Sd/-
(Abinash Kumar)
SAO/MM-II
for and on behalf of the
President of India

Chapter-1
INSTRUCTIONS TO BIDDERS

1. The details of items and the numbers required along with their specifications are given in Chapter-3. The tenderer shall have to arrange and supply the Walkie-Talkie Motorola Radio Sets strictly as per the technical specifications mentioned in Chapter-3.

2. The Technical Bid Form of the tender for Walkie-Talkie Motorola Radio Sets is given at Chapter-4 and Commercial Bid form is given at Chapter-5. The rates shall be inclusive of charges of all kinds and taxes etc.

3. The tender, complete in all respects and duly sealed, should reach the Office of the JS (Trg) & Chief Administrative Officer, Ministry of Defence, New Delhi not later than **1300 hrs on 09 Mar 2012**. The **Technical Bid form** duly filled and signed must be submitted in a separate sealed cover as **Technical Bid of the Tender for Walkie-Talkie Motorola Radio Sets**. Another sealed cover should contain the Commercial Bid form duly filled and signed, superscribing **Commercial Bid of the Tender for Walkie-Talkie Motorola Radio Sets**. Both the Technical Bid as well as Commercial Bid, sealed in separate envelopes as stated above, should then be together sealed in another envelope and sent as described in the succeeding paragraph.

4. The tender must be addressed to Joint Secretary (Trg) & Chief Administrative Officer, Ministry of Defence, E Block, Dalhousie Road, New Delhi and **superscribed as TENDER FOR WALKIE-TALKIE MOTOROLA RADIO SETS**. Tenders may be put in the tender box kept in the Reception Office at 'E' Block, Dalhousie Road, New Delhi.

5. Technical Bids will be opened by a committee at **1500 hrs on 09 Mar 2012** in the office of the JS (Trg) & Chief Administrative officer, Ministry of Defence. Authorized representatives of the tenderers can attend tender opening. Representations so authorised have to bring authorisation letter alongwith them while attending tender opening. Commercial bids of only those firms will be opened, whose technical bids are found acceptable after technical evaluation. Thereafter, the commercial bids of technically qualified firms will be opened by the TEC on the same dates to decide the L-I bidder.

6. Technical Bid and Commercial Bid should be signed by the Proprietor/ Partner of the firm or by a person who is duly authorized and legally competent to do so. A person signing the forms or any document forming part of the contract on behalf of the firm shall be deemed to have been duly authorized by the Proprietor/Partner of the firm and actions taken by such a person in pursuance of this contract shall be deemed to have been performed by the Proprietor/Partner.

7. The tenderer shall deposit a sum of Rs 25,000/- (Rupees Twenty Five Thousand only) for tender as 'Bid Security' (Earnest Money) in the form of Demand Draft or Banker's Cheque from any of the commercial banks in an acceptable form, in favour of JS (Trg) & CAO, MOD, New Delhi and forward the same along with the Technical Bid. However, Govt. approved agencies such as National Cooperative Consumers Federation of India Limited (NCCF) and Kendriya Bhandar etc and firms registered with organizations like NSIC and this office are exempted from Bid Security/Earnest Money deposit. Tenders that are not accompanied by the requisite Earnest Money will not be considered. The Earnest Money of the successful tenderer will be returned after the entire quantity of Walkie-Talkie Motorola Radio Sets are supplied. The Earnest Money of the unsuccessful tenderer will be returned before expiry of the 30th day from the date of supply order is awarded to successful bidder. The Earnest Money shall not bear any interest.

8. Supply Order shall ordinarily be awarded to the lowest evaluated bidder, whose bid has been found to be complete. However, preference will be given to Kendriya Bhandar/NCCF, if the price quoted by the cooperative is within 10% of the L1 price and if the cooperative is willing to match the L1 price. No price preference over and above the L1 price shall be given to these cooperatives.

Chapter-2
TERMS AND CONDITIONS

1. A 'Bank Solvency Certificate' issued not before **31 Jan 2012**, should be attached with the 'Technical Bid', failing which the tender may not be considered.
2. Tenderer must have experience of doing similar nature of business with Govt. agencies / PSUs etc for at least three years.
3. Acceptance of the tender by the Government shall be communicated to the successful tenderer by a formal Letter of Acceptance of tender.
4. On receipt of Letter of Acceptance of tender from the Govt, the firm shall within a period of **15** working days thereof, deposit an amount equivalent to 5% of the tender value as Performance Security in the form of a Fixed Deposit Receipt or Bank Guarantee from a commercial bank in an acceptable form, in favour of the President of India through the "JS (Trg) & CAO, MOD", New Delhi and deliver the same to the JS (Trg) & Chief Administrative Officer for custody. The Fixed Deposit Receipt/ Bank Guarantee shall be valid for Sixty Days beyond the warranty period. The Performance Security Deposit shall be refunded to the firm after adjusting any payment due to the Government under this or any other contract. Should the order be not performed to the entire satisfaction of JS (Trg) and Chief Administrative Officer, he shall be entitled to forfeit the Performance Security in part or in full as may be considered reasonable by him. The decision of the JS (Trg) & Chief Administrative Officer shall be final in this respect. If the firm fails to provide the said Performance Security Deposit within the stipulated period, such failure shall amount to a breach of the contract and the JS (Trg) & Chief Administrative Officer shall be entitled to make other arrangements at the firm's risk and cost without giving any further notice and in addition, forfeit the Earnest Money of the firm.
5. **Terms of Payment** : No advance payment for the procurement of Walkie-Talkie Motorola Radio Sets will be made. The payment will be made after supply of Walkie-Talkie Motorola Radio Sets through PCDA HQrs, New Delhi on submission of a pre-receipted invoice / bill in triplicate.
6. As the requirement is time bound in nature, in case the tenderer fails to supply the items within the stipulated period, the tenderer shall be liable to pay liquidation damages at the rate of 5% per delayed week or part thereof of the ordered value subject to a maximum of 30% of the ordered value.
7. In the event of the tenderer's failure to supply, whatever is stated in the previous para will not forfeit the right of the Govt to get the item arranged/supplied from any alternative source at its sole discretion and at the risk and cost of the firm.
8. All Walkie-Talkie Motorola Radio Sets and Chargers supplied by the firm should bear a warranty period of two years and one year respectively against any manufacturing defect.

Chapter-3

SPECIFICATIONS & QUANTITY OF WALKIE-TALKIE MOTOROLA RADIO SETS

Sl. No.	Name of Item	Quantity
1	Walkie-Talkie Motorola Radio Set Model No. MTX-960 with charger	40

Chapter-4

'TECHNICAL BID OF TENDER'

(Schedule to Tender)

1. Tender to be addressed to	President of India
2. Tender to be submitted to	JS(Trg) & Chief Administrative Officer, Ministry of Defence, Dalhousie Road, New Delhi – 110011
3. Time, date and place of opening of tender	1500 hrs on 09 Mar 2012 in the office of Dy CAO(FM), Ministry of Defence, E-Block Hutments, Dalhousie Road, New Delhi-110011
4. Tender open for acceptance upto	1300 hrs on 09 Mar 2012
5. Previous Experience in supply of Walkie-Talkie Motorola Radio Sets or similar communication / security related items for any Govt. offices (Separate sheets may be used if necessary)	
6. CST/TIN No, if any	
7. Technical specifications of Walkie-Talkie Motorola Radio Sets	Accepted as laid down by the Govt in the tender documents.
8. Earnest Money deposited in the form of DD in favour of JS(Trg) & CAO Min of Defence (Mandatory)	(a) DD No :- _____ (Attached in original) (b) Date :- _____ (c) Bank :- _____
9. Bank Solvency Certificate (Mandatory)	Enclosed / Not enclosed

Signature of tenderer _____

Name in Block letter _____

Date _____

Capacity in which signed _____

Full Address : _____

Telephone No(s) _____

Chapter-5

'COMMERCIAL BID OF TENDER'

(Schedule to Tender)

1. Tender to be addressed to : President of India
2. Tender to be submitted to : O/o JS(Trg) & CAO
Ministry of Defence
3. Places at which Walkie-Talkie Motorola Radio Sets and Batteries for Walkie-Talkie Motorola Radio Sets are to be supplied : O/o JS(Trg) & CAO
'E' Block, New Delhi
4. Conditions of the Tender Document. : ACCEPTED
5. Rate quoted including installation charges, levies and all kind of Taxes as given below : -

Sl. No.	Name of Item	Quantity	Rate Quoted (in Rs.) (specify in words also)	Total amount (in Rs.) (specify in words also)
1	Walkie-Talkie Motorola Radio Set Model No. MTX-960 with charger	40		

Signature of tenderer _____

Name in Block letter _____

Date _____

Capacity in which Signed _____

Date _____

