

**(By registered post)**  
**Headquarters, 2 Battalion NDRF, Digberia Camp , Madhyamgram, Kolkata -**  
**700129**  
**Fax No.03325263077**

**PROV/02BnNDRF/PLY/ 2011/**

**8<sup>TH</sup> JUNE 2011.**

**NOTICE INVITING TENDER**

Sealed Tenders are hereby invited by the Commandant 02 Bn NDRF on behalf of the President of India from Firms/Contractors/Suppliers for supply of "PLY WOOD" as per following details :-.

<b>Sl No</b>	<b>Name of items</b>	<b>Qty required</b>	<b>Specification Number</b>
01	PLY WOOD	300 Nos	<b>a) Ply wood (11 Ply, Length:- 2100mm + 6mm, width:- 900 mm+3mm, Make:- Aeon, ISI marked, Thickness 19mm ± 5%)</b> <b>b) Nut bolt (2.5" x 10mm) with washer.</b> <b>c) Aluminum bead (one end ½"and other end ¾", L Shape)</b>

02. Schedule of Tender:-

Earnest Money Deposit	Rs.20,000/- (PLY WOOD)
Date of issue of Tender Notice	10 <sup>TH</sup> JUNE 2011
Last date & time of receipt of tender	08 <sup>TH</sup> JULY 2011 1100 HRS
Date & time of opening of tender	13 <sup>TH</sup> JULY 2011 1200 HRS
Venue of opening of tender	HQ 2 Bn NDRF, Digberia (Barasat) Kolkata-700129
Place of delivery of stores	HQ 2 Bn NDRF, Digberia (Barasat) Kolkata-700129

03. Tenders should be in the name of Commandant 2 Bn NDRF, Digberia Camp Badu Road (Barasat) Kolkata-700129. Sealed Limited Tenders, should be sent by post or can be dropped at TENDER BOX placed at the office of Commandant 2 Bn NDRF, Digberia Camp Badu Road (Barasat) Kolkata-700129 on or before 13<sup>TH</sup> JULY 2011 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 are submitted in three different covers as under:-

FIRST COVER	:	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.20,000/- (PLY WOOD))
	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
SECOND COVER	:	<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 PLY WOOD.
	ix.	Certificate regarding Quality control system of the items being supplied.
THIRD COVER	:	<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. 2011-12 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 PLY WOOD.

05. Tenders will be opened by a duly constituted Board of Officers on 13<sup>TH</sup> JULY 2011 at 1200 hrs in the office of Commandant 2 Bn NDRF, Digberia Camp, Badu Road Kol-700129. Representative of the firms are at liberty to be present at the time

of opening of tenders. The tenderer shall have to demonstrate the item before a Board of Officers on the date of opening of tender at this HQ for technical evaluation. If the firm fails to conduct demonstration, the tender will be subject to rejection.

06. Tenderers are required to submit Earnest Money Deposit of Rs.20,000/- (Rupees Six Thousand) for PLY WOOD in the shape of Bank Draft/Bankers' Cheque drawn in favour of Commandant 2 Bn NDRF payable at STATE BANK OF INDIA, BARASAT, along with the Tender Documents. Earnest Money of unsuccessful tenderers shall be refunded to the firm after completion of the tender formalities and that of successful tenderer after completion of supply of stores.

07. The successful tenderer will require depositing Security Money @ 5% of value of supply order and executing an agreement before placing supply order on hearing from this HQ.

08. The tenderer will require supplying the stores at HQ 2 Bn NDRF, Digberia Camp, Badu Road Kolkata-700129 within stipulated period as mentioned in the Supply Order 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. Payment will be released through Bank Draft by Commandant 02Bn 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.

-SD-  
COMMANDANT  
2 BN NDRF

