

# National Green Tribunal

## LIMITED TENDER ENQUIRY For

Procurement of the Digital Clock with Server to have synchronized time in the National Green Tribunal, Principal Benches, New Delhi.

DATE: 27/01/2015

National Green Tribunal proposes to purchase a large number of Digital Clock with server for its principal Bench, New Delhi. Accordingly Sealed tenders are invited for Supply and installation Digital Clock with Server from DGS&D approved agencies / authorized /Government approved agencies/Private Firms with the following details, addressing "The Registrar General" National Green Tribunal, (Principal Bench) Faridkot House, Copernicus Marg, New Delhi-110001.

### 1. Nature of work: Supply and installation Digital Clock with server to have synchronized time

Sl.No.	Size of the Clock	Size of the Electronic Bullet	Max Visibility required	Display	No. of Clocks	Mounting
01	3ft/1ft	1 ft.	20 ft	HH:MM:SS	10	Wall

b) To be installed Master Clock with server which has capacity to provide synchronized time to 30(thirty) Digital clocks in future

c) Electrical Wiring: 500 – 600 Running feet (approximately)

2. Quantity: 10(ten) sets

3. Last Date of submitting Tender Form 12<sup>th</sup> February, 2015 up to 1:00 PM

4. Prescribed tender form can be downloaded from the Web site of National Green Tribunal.

Amount of E.M.D: Rs. 3000/- (three thousand only, refundable (interest free))

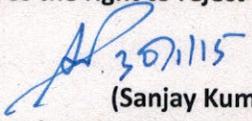
Mode of EMD and Tender fee: Tenderers should make D.D. for "EMD" in favour of "The Registrar General" National Green Tribunal payable at New Delhi and send it with the duly filled up Tender form and all supporting documents.

Important Note for the Bidder: All the pages of the tender document should be submitted altogether. Tenders shall be submitted Two bid i.e. Technical bid and the financial bid. The Technical bid and the financial bid should be sealed by the bidder in separate cover duly signed and both these sealed covers are to be put in a bigger cover i.e. in a sealed envelope and duly super scribed envelop with name of the equipment and due date as mentioned should be send at

"The Registrar General"  
National Green Tribunal, (Principal Bench)  
Faridkot House, Copernicus Marg  
New Delhi-110001.

6. The tender will be opened at the chamber of the Chairman of Tender Committee in presence of all those who wish to be present on the occasion on 12<sup>th</sup> February, 2015 at 3 PM. Only those tenderers who submit the required documents as prescribed in the tender document will be considered for opening of the "Technical Bids". Tenderers whose technical bids are found to be suitable to meet requirements of NGT, the financial bids of only those tenderers shall be open.

Please Note that the tender document is subjected to verification with the original tender document, and if any discrepancy is found, the tender would be rejected. The Tribunal reserves the right to reject any or all tenders, without assigning any reason thereof.

  
(Sanjay Kumar),  
Registrar General, NGT, PB, New Delhi.

## National Green Tribunal

### Under Ministry of Environment and Forest

(To Be Filled By the Vendor/ Bidder)

1. Nature of work:

2. Name of the Vendor

3. Full Address of the Vendor

4. Telephone/ Mobile No.

5. Fax. No. (If any)

6. Details of the D.D.

For E.M.D Amount (Refundable): D.D. No. \_\_\_\_\_ dated \_\_\_\_\_ drawn from the  
bank \_\_\_\_\_

Seal and Signature of the bidder/Vendor.

**TERMS AND CONDITIONS**

1. Tenders are invited for the supply and commissioning of items required for use by National Green Tribunal as per list attached/given overleaf 30<sup>th</sup> January 2015 up to 1:00 PM, to

"The Registrar General"  
National Green Tribunal, (Principal Bench)  
Faridkot House, Copernicus Marg  
New Delhi-110001

The covers containing quotations must be marked "TENDER for Digital Clock with Server" DUE ON by 30<sup>th</sup> January 2015 .

2. THE RATES QUOTED SHOULD BE inclusive of all charges viz. packing, forwarding, local taxes, railway freight, transit insurance etc. and free delivery at Tribunal's stores section and 3 year- to 5 year onsite Warranty in the case of local firms. Taxes and duties should be quoted separately.

3. Details of Specifications and make of each item should be clearly given supported by the illustrated pamphlets wherever possible. Quotations without specifying the make and other particulars may be rejected. The payment will be made after the goods have been received, opened, checked & found to be in order to our entire satisfaction. The accessories included in the equipments should also be clearly mentioned.

Losses or damages in transit will be to the account of the supplier. The supplier may if he so desires get the goods insured and include such charges in the tendered rate.

4. The payment for the ordered item would be made after the articles have been received and found in order. Normally payment shall be made through a crossed cheque /E payment system within 30 days of the receipt of goods to our entire satisfaction.

5. Your rates should be valid at least for one year from the last date of receipt of quotations

6. The undersigned is not bound to accept the lowest tender and may reject any tender or any part of the tender without assigning any reason thereof.

8. The price should be quoted on prescribed price schedule and must be sent in a properly sealed envelope.

9. All the columns of the annexure attached shall be duly and properly filled in separately. The rates and units shall not be overwritten in the price schedule. The rates shall be quoted both in figures and words. The Tender should be signed by the authorized signatory of the firm.

10. The payment will be made on actual basis after receipt of goods as per specifications, its installation and good working order and with due inspection by Tribunal representation appointed by Tribunal Authorities. In case the goods are rejected these have to be removed by the supplier at his own cost.

11. (a) The penalty Clause is as under :-

If the tenderer fail to deliver the goods within the period specified in the tender form, the purchasing officer may, at his discretion, allow an extension in time subject to recovery from the tenderer as agreed liquid damages, and not by way of penalty, a sum equal to the percentage of the value of order which the tenderer has failed to supply for period of delay as stated below:-

(i) Delay up to one week 1%

(ii) Delay exceeding one week but not exceeding two weeks 2%

(iii) Delay exceeding two week but not exceeding one months 5%

(iv) Delay exceeding one month 5% for each month & part thereof subject to maximum 10%(b) In case of failure to supply the goods within the prescribed time and in accordance with the specifications given in the quotations, the Tribunal shall be free to cancel the order and make purchases form the next higher tenderer or from the open market as the case may be. In that case the loss sustained by the Tribunal shall be recovered from the defaulting supplier. The Tribunal will be at liberty to recover the loss from the payment of earnest money/or any other pending claims of the supplier without prejudice to its general right to effect recovery from the supplier.

12. No payment will be made in advance for any supplies under this tender. The valid documentary proof of Firm Trade License , Company Registration No., Firm's Bank Account details (Account Name , Bank with Branch Name & Address , IFS Code , MICR Code ETC.) , Sales Tax, VAT/Service Tax Registration No. & details of Income Tax registration (PAN) should be submitted along with the quotation. The taxes must be quoted clearly and separately. If the taxes are not quoted separately, it will be presumed that the rates quoted are inclusive of taxes.

13. Tribunal reserves the right to accept or reject any tender without assigning any reason.

14. The Tribunal reserves the right to verify/seek confirmation of all original documentary evidence submitted by the venders in support of the tenders, specifications for eligible criteria. In case any information furnished by vender is found false/incorrect the tender will be rejected.

15. The supplier should furnish a brief write up, backed with adequate data, explaining his available capacity and experience (both technical and commercial/ Financial) for supply of the required systems and equipment within the specified time and completion after meeting all their current commitments. Also produce a write up on their letter head mentioning that the similar nature of the work has been done by you.

16. Earnest Money:

(a) EARNEST MONEY: - A Demand Draft for Rs3000/- D.D. No..... dated..... Bank Name..... Only in the name of "The Registrar General" National Green Tribunal, and payable at New Delhi, may please be sent along with your quotation as Earnest Money without which no quotation shall be considered. (b) Earnest Money is liable to be forfeited and bid is liable to be

rejected, if the tenderer withdraw or amends impairs or derogates from the tender in any respect within the period of validity of the tender.

(b) The earnest money of all the unsuccessful tenderers will be returned as early as possible after the expiry of the period of the bid validity and after issue of the purchase order. No interest will be payable by the purchaser on the Earnest Money Deposit.

(c) Forfeiture of Earnest Money: The earnest money will be forfeited in the following cases:

(i) When tenderer with draws or modifies the offer after opening of tender.

(ii) When the tenderer does not deposit the security money after the purchase order is given.

(iii) When the tenderer fails to commence the supply of items as per purchase order within the] prescribed period.

(iv) When the tenderer fails to provide maintenance services during the warrantee period.

(v) When information/certificate/document furnished is found false at any stage.

d) All firms who have not specifically registered with DGS&D for the stores for which the offers are invited, are required to deposit EARNEST money equivalent to the amount as mentioned in the Tender schedule, failing which their offer will be summarily rejected.

e) For claiming exemption from depositing earnest money, the renderers should be registered with DGS&D specifically for the stores with specification as mentioned in Tender schedule. Firms which are not specifically registered for the stores with specification as mention in Tender schedule, with DGS&D shall be treated as unregistered and shall required depositing EMD as above.

f) Similarly firms who are specifically registered for the stores as per specified Specifications with DGS&D but with a certain Monetary Limit , will be Treated as Unregistered for the their value exceeding their monetary limit of registration .Such firms shall be required to deposit proportionate earnest money over and above the monetary limit. In case such firms fails to deposit Earnest Money, their offer for the tender value exceeding their monetary limit is liable to be ignored.

(17) Delivery and installation of the items are within 3 - 4 weeks from the date of purchase order.

Seal and Signature of the bidder