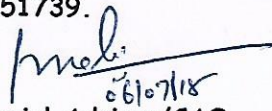


GOVERNMENT OF JAMMU AND KASHMIR
DEPARTMENT OF RURAL DEVELOPMENT AND PANCHAYATI RAJ
CIVIL SECRETARIAT, SRINAGAR

TENDER NOTICE NO.

On and behalf of Governor short-term sealed tenders affixed with Rs. 10/- (Rupees Ten only) are hereby invited by Commissioner/ Secretary to Government, Department of PW(R&B) Development, Civil Secretariat, J&K from SSI Units, Registered firms/ manufactures/authorized distributors/ dealers for stationary items/consumable items. Tenders documents alongwith terms and conditions/specification are available with Financial Advisor/CAO, of PW(R&B) Department, J&K, Civil Secretariat, against non-refundable cash payment of Rs. 100/- (Rupees hundred only) ~~from~~ during office hours, subject to the production of Registration card/GST Registration etc. The tender documents alongwith specification, terms and conditions can also be downloaded from our official website www.jkpwd.gov.in for which the cost of tender documents in the shape of CDR of Rs. 100/- (Rupees hundred only non-refundable) shall have to be deposited at the time of submission of tender document. The tenders should be accompanied with GST No., Registration, PAN alongwith CDR of Rs. 2000/- (Rupees Two Thousand only) pledged in the name of Financial Advisor/ CAO, PW(R&B), Department, Civil Secretariat, J&K. The tenders should reach the office of Financial Advisor/ CAO, PW(R&B), Department, Civil Secretariat, J&K by or before **30th of July 2018, upto 2.00 P.M.** The tenders shall be opened on the same working day or any subsequent day in presence of tenderers who intended to be present. Further details can be had from the Assistant Accounts Officer/Cashier of PW(R&B), Department, Civil Secretariat, J&K during office hours whose contact numbers are: **9419064228 and 9419251739.**


26/07/18
Financial Advisor/CAO,
PW(R&B), Development.

No. PW/(R&B)/Acctts/Tender/N/2018-19

Dated: -07-2018.

Copy to the:-

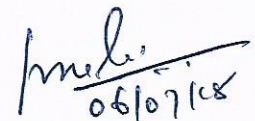
1. Joint Director, Information Department, Kashmir, Srinagar with the request to get the notice published in two leading newspapers of Srinagar and Jammu based to ensure wide publicity. The publisher is asked to send a copy of the newspaper to the Institute for record and reference.
2. Financial Advisor/ CAO, PW(R&B), Department, Civil Secretariat, J&K.
3. Pvt. Secretary to Commissioner/ Secretary to Government, PW(R&B) Department, for information to the Commissioner/Secretary.
4. Accounts Section, of PW(R&B), Department, Civil Secretariat, J&K.

TERMS AND CONDITIONS OF NOTICE ISSUED BY COMMISSIONER/ SECRETARY TO GOVERNMENT, PW(R&B), DEPARTMENT UNDER EDSTT. No. PW(R&B)/Accts/TENDER/N/2018-19 dated:- -07.2018.
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1. Quotations must be endorsed in properly superscribed envelopes.
2. The rate unit must not under any circumstances be altered and the rates must be entered in words as well as in figures. Additions/alterations, if any, must be properly initiated and cell taped.
 - a). Envelope 1st: Specifications, Income Tax Clearance certificate, PAN Card, VAT clearance, TIN No. Information.
 - b). Envelope 2nd: Financial Bids.
3. Tenders should be given by the registered firms only indicating C.S.T and G.S.T. Nos. Copies of which should be enclosed with the tender alongwith a certificate from Sales Tax/IT Department to the effect that the tenderer has filled the Sales tax/IT return of last Quarter.
4. The tenderer shall be deemed to have carefully examined the conditions, specifications, size make etc. of the Magazine to be printed and supplied in a quality manner. If he shall have any doubt as to the meaning of any portion of these conditions or of the specifications, size, make patent etc, he shall before filling the tender, refer the same to the Financial Advisor/CAO of PW(R&B), Department, Civil Secretariat, J&K.
5. The supply shall not assign or sublet his contract or any part thereof to any other agency. If this is done the contract would be liable to termination and CDR forfeited and even penalty as admissible under rules imposed.
6. The Commissioner/ Secretary to Government, PW(R&B), Department, Civil Secretariat, J&K or his duly authorized representative shall have at all reasonable time access to the suppliers premises and shall have the power at all reasonable times to inspect and examine the materials and workmanship of the Magazine to be printed/ supplied.
7. The rates quoted must be F.O.R destinations in the premises of PW(R&B), Department, Civil Secretariat, J&K and shall include all charges/expenses/ Taxes/ freight etc. The tenderer shall be responsible for the proper packing so as to avoid any damages during the transportation and delivery of the Magazine in good conditions. No extra cost on such account shall be admissible.
8. The tenderer whose tender is accepted shall arrange supplies of 10,000 copies of Printed Magazine within a period of three days as per approved samples of Magazine of the Department from the date of receipt of supply order according to the requirement of the department. In case it fails to supply the same, the department reserves the right to blacklist the firm and forfeit its CDR.
9. The contract of supply can be repudiated at any time if the supplies are not made to the satisfaction of Commissioner/ Secretary to Government, PW(R&B), Department, Civil Secretariat, J&K.
10. Tender must be filled in ink or ballpoint pen. Tenders filled in by pencil or otherwise shall be rejected, additions and alterations in the tender should be avoided. No over writing should be done. Corrections in the rates, if any, should be done clearly and properly initiated.



11. The tenderer should sign the tender form and document at each page at the end in token of the acceptance of all the terms and conditions of the tender and the agreement.
12. The tender must be accompanied by an earnest money as stipulated in the tender Notice without which tender will be rejected. The amount of earnest money must be deposited in the shape of cash deposit receipt/FDR of any scheduled bank duly pledged to the Commissioner/ Secretary to Government, PW(R&B), Department, Civil Secretariat, J&K. The earnest money will be refunded to un-successful tenderer within one month of the final acceptance of the tender whereas in case of successful tenderer it will be retained and treated as security till the execution of the contract in full. No interest will be paid by the department on this amount.
13. The successful tenderer will have to enter into agreement with the Commissioner/ Secretary to Government, PW(R&B), Department, Civil Secretariat, J&K, within three days from the communication of the acceptance of the tender on non-judicial paper of Rs. 100/- only.
14. Advance payment will not be made under any circumstances. Payment shall be due and payable by the Commissioner/ Secretary to Government, PW(R&B), Department, Civil Secretariat, J&K on behalf of the Governor, only when a claim in the format bill in triplicate is preferred after the whole quantity has been delivered and inspected and accepted by the Commissioner/ Secretary to Government, PW(R&B), Department or his duly authorized representative and a certificate of having done so is recorded in the bill. In case of disputed items the payment shall be withheld till the settlement of the dispute.
15. The validity of the contract is one year or till fresh tenders are invited whichever is earlier from the date of execution of order/agreement.
16. The period of contract for supplies shall be extended if mutually agreed.
17. If the approved supplier fails to supply of 10,000 copies of Magazine of prescribed specifications within period of **Weeks' time**. The Commissioner/ Secretary to Government, PW(R&B), Department, Civil Secretariat, J&K shall be at liberty to arrange supply either through re-tender from the 2nd lowest tenderer. The loss so sustained by the Department or extra cost incurred by the Government shall be made good from the firm.
18. Commissioner/ Secretary to Government, PW(R&B), Department, Civil Secretariat, J&K, reserves the right to accept or reject any tender without assigning any reasons thereof.
19. All legal proceedings, if necessity arises to institute by any of the parties (Government or Contractor) shall lie in a court of competent jurisdiction in the State only and nowhere else.
20. Conditional tenders shall not be accepted.


06/07/18

(R.S Bali)



Financial Advisor/CAO,
PW(R&B, Department.

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List of Stationery/Consumable items:

1. File cover
2. File flaps
3. Plastic file folders
4. Envelops(Small/Medium/Long)
5. Photo State Paper-A4
6. Photo State Paper-FS
7. Ledger paper(Green-FS)
8. Slip Book
9. V-5/V-7/V-10 pilot pens
10. White fluid
11. Adhesive slip pads
12. Gum sticks
13. Guli stick
14. S.H.Note Book
15. Registers
16. Dap Pads
17. Fax Rolls


Financial Advisor/CAO
R&B Department

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18. Lazar Jet 88-A
19. Lazar Jet 12-A
20. Lazar Jet 78-A
21. H.P.Ink Jet Cartridge 803
22. H.P.Ink Jet cartridge 678
23. Canon toner (NPG-28)
24. Canon toner(NPG-59)
25. Ricoh toner(1230-D)
26. Master Rolls(Model DD-5450)Gestitner
27. Master Rolls(Model DX-3443)
28. C.P.Ink -13(Model DD-5450) Gestitner
29. C.P.Ink-7(Model DX-3443)Gestitner
30. Table top(Glass)
31. Pen drive(4GB/8GB/16GB/32GB)
32. Stamp pads
33. Tags (small/big)
34. Stapler (Medium)
35. Paper pins
36. Stipler pins


Financial Advisor/CAO
PW (R&B) Department
24/06/18

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37. Tape Rolls(Big/Small)

38. Locks(Medium/Big)

39. Punch

40.

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Financial Advisor/CAO
PW (R&B) Department