

By Speed Post/Through Website

F. No. P.12-1/NSS/PAC/2014

Government of India

Ministry of Skill Development, Entrepreneurship, Youth Affairs & Sports

(Department of Youth Affairs)

NSS, PROGRAMME ADVISER'S CELL

12/11, Jamnagar House, New Delhi-110011

1st October, 2014

To

As per list

Subject : Tender for supply of Trophy for IGNSS Award 2013-2014 – reg.

Sir,

I am directed to invite quotation for supply of Trophy with proper NSS Emblems on following terms & conditions :-

1. **Size :-**

- | | | | |
|------------------------|---|-----|-----------|
| 1. Big size (Metal) | - | 22" | (1 No.) |
| 2. Medium Size (Metal) | - | 19" | (10 Nos.) |
| 3. Small size (Metal) | - | 15" | (30 Nos.) |

2. (a) The photographs of trophy and NSS logo is attached.

(b) A demand draft/pay order of **Rs. 5,000/- (Rupees five thousand only)** as earnest money drawn on any nationalized bank in New Delhi in favour of **“Accounts Officer, PAO (Sports)”**. Name and address of the bidder should be written on the reverse side of the DD/Pay order.

3. PAN Number and copy of the latest Income Tax/Service Tax Certificate.

4. The tenderers should have two years of experience of having undertaken similar jobs in Ministry's/Department of the government supported by proper document.

5. The firm will be required to supply the trophy within 7 days from the date of accepting the quotation. You can have further clarification from the undersigned on any working day.

6. It should be indicated whether the rates quoted by you are inclusive or exclusive of sales tax, vat etc. The trophies will required to be delivered free of cartage charges at the premises of the Ministry.

2. The bid should be submitted in two separate sealed cover/envelop in two parts as under :-

(a) **Technical bid** – Envelop should superscribed **“Technical bid for supply of Trophy”** and it should contain all technical details i.e. EMD, latest I. Tax/S. Tax certificate, experience certificate.

(b) **Financial bid** – The second cover should contain the rates etc. as per Annexure – I and it should be superscribed **“Financial bid for supply of Trophy”**.

3. It is requested that quotation in sealed cover should reach to the NSS, Programme Adviser's Cell, Room No. 152-154, 12/11, Jamnagar House, New Delhi by 3.00 PM on 14.10.2014 and the quotation will be opened on the same day at 4.00 PM.

4. Financial Bids of only those companies will be opened who are found eligible in Technical Bid. The contract can be terminated by this Ministry at any time without assigning any reason, if the work of the contractor is found unsatisfactory. In this respect, the decision of the Ministry shall be final and binding on the Contractors. The Ministry reserves the right to reject any quotation in whole or in part without assigning any reason.

5. TDS on payment wherever applicable will be deducted as per Income Tax Rule of Government of India. It should be indicated whether the rates quoted by firm are inclusive or exclusive of sales tax, vat etc.

Yours faithfully

s/d

(Dr. G. K. Tuteja)
Programme Adviser (NSS)

Copy to :-

1. Technical Director (NIC) with the request to upload it on website of nss.nic.in and yas.nic.in and E. Publishing on Central Public Procurement Portal.





Annexure - I

S. No.	Particulars	To be filed by the tendered
1	Name of the firm	
2	Address of the firm	
3	Name of the authorized signatory (in BLOCK LETTERS)	
4	Specimen Signature of the authorized signatory	
5	Tel. Number of the Office bearer	
6	Fax number of the firm	
7	PAN/TIN Number of the firm	
8	Whether the firm has at least 2 years of experience in the field of Trophy	
9	Whether all the documents are signed authorized signatory of the firm	Yes/No
10	Whether the firm has submitted EMD (Yes/No). If yes, then DD Number and date	
11	Rate quoted (including of all cost and exclusive of taxes)	

Declaration :-

I/We hereby certify that the information furnished above is full and correct to the best of my/our knowledge. I/we understand that in case of any deviation in the above statement at any stage, the company will be blacklisted and will not have any dealing with the Ministry in future.

(Signature and Seal of authorized signatory)

Date :