

Govt. of Jharkhand

RANCHI INSTITUTE OF NEURO-PSYCHIATRY & ALLIED SCIENCES (RINPAS)

रॉची तंत्रिका मनोचिकित्सा एवं संबद्ध विज्ञान संस्थान (रिनपास)

Kanke, Ranchi - 834006 (Jharkhand) + Telefax: (0651) 2450813 Ph.: (0651) 2450303

TENDER NOTICE

TENDER NOTICE NO. DIR /17/12/11-12/MISC.

GENERAL STORE

December, 2011

Office of the Director

RINPAS

Kanke, Ranchi – 834006 (Jharkhand)

www.rinpas.nic.in

email ID:- directorrinpas@gmail.com

Last date for receipt of Tender: Date: 19-01-2012 (upto 13.00 hrs.)

Cost of Tender Document: Rs. 500/- (Non Refundable)

Terms & Conditions for General Store

Tender Notice No DIR/17/12/2011-12/Misc/General Store

- 1) Tender in sealed envelopes should be superscribed "**Tender for General Store**" with tender notice number and due date of tender and bear the Name, Address, Phone Number and Fax Number of the tenderer .
- 2) Bids are to be submitted in two parts:
 - a) Techno Commercial Bid containing complete technical and commercial aspects in sealed cover, as per list in Annexure-1.
 - b) **Price Bid containing price elements only in sealed cover.**
Both envelopes should be sealed in a common envelope.
- 3) **EMD:** The earnest money of **Rs.10,000/-** (Rupees ten thousand) only in the shape of demand draft in favour of **Director, RINPAS**, payable at Ranchi on any nationalized bank should accompany tender paper. The name of the tendering firm with full address should be written on back of the bank draft. The tender without earnest money will not be considered. The EMD will be refunded in full to unsuccessful tenderers after finalization of tender. In case of successful tenderer, the same will be retained as security money which will be released after completion of supply period.
- 4) Incomplete or conditional tenders are liable for rejection summarily.
- 5) Tender submitted after due date will not be considered.
- 6) The undersigned takes no responsibility for delay, loss or non-receipt of tender documents sent by post.
- 7) In case of any Govt. holiday or undeclared holiday or strike on the opening date, the tender will be opened on the next working day at the same time and for this no information will be published separately
- 8) All enclosures should be page numbered, signed and stamped by the tenderer. The number of pages should be mentioned in the forwarding letter.
- 9) The tender rates quoted should be **inclusive** of all taxes.
- 10) The quoted price should be FOR destination, i.e. free delivery at RINPAS, Kanke, Ranchi **inclusive** of packing, forwarding and transportation charges.
- 11) The tenderes should quote their rates in figures and words. **Overwriting** in rates will not be accepted.
- 12) The tenderers should submit the photocopies of following financial documents with tender paper.
 - a) Permanent registration/ manufacturing license of the pharmaceutical company.
 - b) Income Tax Permanent Account number
 - c) Up to date Sales Tax clearance certificate
 - d) Sales Tax / C.S.T. Registration number
 - e) Statement of annual turn over

- f) ISO/ISI Certification of manufacturing for specified items is must
- 13) The tenderers should submit an affidavit by a Notary Public that 'they are not black listed / debarred in any Govt. organization for tendering and they are not having any case pending against them anywhere.
 - 14) Supply order will be given periodically as per the requirement.
 - 15) Items will have to be supplied within the specified period on working days between 09.00 A.M. to 04.00 P.M. hours at respective stores of Rinpas.
 - 16) The quality of the items supplied will be assessed and evaluated and if found substandard, appropriate legal action will be taken and the cost of items will be recovered from the respective supplier.
 - 17) If the 1st approved supplier fails to supply the items within one month from the date of receipt of the order, the same order may be placed to the 2nd or 3rd approved suppliers or may be purchased from local market and the difference of amount will be recovered from the 1st approved supplier.
 - 18) Payment will be made in accordance with availability of funds and after fulfillment of required official formalities. Claim for interest on dues on account of delayed payment due to technical formalities will not be entertained.
 - 19) The rate accepted by the Purchase Sub-Committee will be valid for one year or till the finalization of next tender.
 - 20) Under any circumstances requests for increase in rate will not be accepted.
 - 21) Preference will be given to reliable and regular supplier on the basis of past track record and having sound financial background.
 - 22) Items will be considered based on quality, reputation of product and price
 - 23) The undersigned reserves the right to accept or reject any or all tenders fully or partially without assigning any reason thereof.
 - 24) All legal matter in respect to the tender will be subject to the jurisdiction of Hon'ble High Court, Jharkhand, Ranchi.
 - 25) **Terms & Conditions must be duly signed and seal put on appropriate place and enclosed with the Tender Paper.**

Terms and conditions accepted

Signature & Seal of the tenderer
as token of acceptance


28.12.2011

Director

RINPAS, Kanke, Ranchi