

SUPREME COURT OF INDIA

Tilak Marg, New Delhi - 110001
(ADMN. MATERIALS)

F.No. Uniform/2/SCI(AM)
Dated 23.08.2021

**Last date for submission of Tender: 14.09.2021 upto 03:00 p.m.
at Counter No. 17 (R&I)
For any query please contact at Counter No. 41**

NOTICE INVITING TENDER
FOR SUPPLY OF DIFFERENT TYPES OF WINTER FABRICS

Sealed tenders are invited, on the Proforma attached herewith for the supply of following fabrics :-

Sl. No.	Fabric Details	Required Fabric
1.	Black Colour Fabric - Raymond Giltedge Case No./Quality No. 3052/2715, Shade No. 22	846 mtrs in multiples of 1.8 mtrs
2.	Grey Colour Fabric – Raymond Giltedge Case No./Quality No. 3052/2715 Shade no. 156	1422 mtrs in multiples of 1.8 mtrs
3.	Navy Blue Terrywool Cloth of Raymond Sapphire (Quality No. 3041005384 Shade No. 0009)	4205 mtrs in multiples of 5.8 mtrs 324 mtrs in multiples of 3.6 mtrs
4.	Light Grey Colour Spun Fabric for Salwar Kameez	900 mtrs in multiples of 10 mtrs
5.	Light Grey Colour Chiffon Dupatta – length of 2.25 mtrs	180 nos
6.	Grey Terrywool Cloth of Raymond Sapphire (Quality No. 3041005384 Shade No. 113)	580 mtrs in multiples of 5.8 mtrs
7.	Over Coat – Navy Blue Woollen Serge (Blazer) Cloth of Lakhmi Woollen Mills (Quality No. 611)	200 mtrs in multiples of 2.5 mtrs
8.	Navy Blue Socks with good elastic	800 Pairs of good quality Navy Blue Gents socks and 80 pairs of good quality Navy Blue Ladies socks with good elastic

The quantity as mentioned in the table above may vary at the time of placing the actual order. Interested parties, if they so desire, may contact Branch Officer, Admn. Materials (Maintenance) at Telephone No. 011- 23115864 or personally visit at Registry's Reception Counter No. 17 near PRO Office for any clarification on any working day between 10:30 A.M. and 4:00. P.M. (except Saturdays, Sundays and Holidays).

A. TENDER

1. The tenderer is required to quote its lowest rates as per Annexure-'A' enclosed herewith. Tenders once submitted will not be allowed to be withdrawn till finalization of the matter.
2. The tender may be sent in three separate sealed envelopes superscribing **(i) BID Security Declaration Form/ Exemption Certificate in lieu of Earnest Money Deposit (ii) Samples of respective winter fabric and (iii) Tender document for respective winter Fabric** on the cover of each envelope respectively, by post sufficiently early so as to reach the Registry within date and time, or may be delivered at the Counter No. 17(R&I).
3. The tenderers are expected to go through all the instructions, terms & conditions and specifications thoroughly, as mentioned in the tender documents. Failing to furnish all information required as per the tender document in any respect will be at the tenderer's risk and may result in rejection of the tender.
4. The tender must be received not later than the date & time specified for submitting the same. In case, the date of submitting the tender is declared as holiday, then the next working day of the Registry will be treated as due date for submission of the Tender.

B. TERMS AND CONDITIONS OF TENDER

5. The rates should be valid for a minimum period of 90 days from the date of opening of tenders. The tenderer shall not be entitled during the said period of 90 days to revoke or cancel its tender or to vary the tender or any terms thereof.
6. The tenderers are required to send their tender alongwith **BID DECLARATION FORM on their companies' letter head as per 'Annexure C'** in lieu of Earnest Money Deposit. If the firm is exempted from depositing the EMD, a certificate to this effect has to be submitted alongwith the tender document.
7. Hypothetical / Conditional tenders shall not be entertained. Tender once submitted shall not be allowed to be withdrawn or altered. If the tender is withdrawn or altered by the concerned party at any time after it is submitted, the tenderer may be debarred to participate in the tender process of the Supreme Court of India.
8. The Registry will deal with the tenderer directly and no middle-men/ agents/ commission agents etc. should be asked by the tenderer to represent their cause and they shall not be entertained by the Registry. The Tender Form is not transferable and the agency shall not be permitted to transfer their rights and obligations to any other person/ organization or otherwise.
9. The tenderer is required to quote its lowest rates as per **Annexure 'A'** enclosed herewith along with samples of respective fabric of the above mentioned specifications mentioning rates, delivery period, discount on bulk purchase, if any and percentage of GST.

10. The tenderer shall quote rates both in figures and words with blue/black ball pen. In case of any discrepancy, the figures mentioned in words shall be considered.
11. The Registry, in its discretion, reserves the right to make any change, at any time, in the terms and conditions of the Notice Inviting Tender and reject or accept any or all the tenders, wholly or partly, without assigning any reason thereof.
12. Over-writing, over-typing or erasing of the figures which render it doubtful or ambiguous are not allowed and shall render the tender invalid.
13. All the pages of tender quotation including the documents submitted therein must be duly signed and stamped failing which the offer shall be liable for rejection.
14. The Registry is not bound to accept the rates submitted by the lowest tenderer or any other tenderer nor does it undertake to assign any reasons for its decision in this matter.
15. The tenderer shall give an undertaking (as per Annexure B) that the Firm/Partners/Director/Proprietor has not been blacklisted and its business dealings with Central/ State Government/ Public Sector units/ Autonomous bodies have not been banned/terminated on the account of poor performance.
16. The Performance Security deposit shall stand forfeited in case of breach of any of the conditions mentioned herein and if the supply is found unsatisfactory.
17. Each tenderer has to certify that all the terms and conditions are acceptable to him/her.

C. TERMS AND CONDITIONS FOR SUCCESSFUL TENDERER

18. The tenderer should specifically state whether rates are inclusive of GST (as applicable) and if the same are not stated, it will be deemed that the rates are inclusive of GST.
19. The successful tenderer shall have to give performance security deposit @ 3% of total amount of the Purchase Order by way of Bank Guarantee / Demand Draft drawn in favour of “The Registrar (Admn.) Supreme Court of India”, within one week from the receipt of Purchase Order. The Bank Guarantee/ Demand Draft will be released after 60 days from the date of final bill payment and after satisfactory supply of the items.
20. The material supplied will be inspected by an Inspection Committee comprising of Senior Officers of the Registry and in case the supply is not found strictly in conformity with the approved samples/ specifications, the same will be liable to be rejected and the entire supply will have to be replaced with the quality exactly commensurate with the approved sample at the cost of the tenderer. The decision of the Inspection Committee in this regard shall be final.
21. The time is the essence of the tender. The supply of the item (s) as per the required specifications/samples shall be required to be made **within 75 days** in the Registry (F.O.R. Destination) on receipt of the Purchase Order.

22. The payment will be made only after the full supply is received and accepted as per approved samples/specifications. No part payment or advance payment will be made.
23. The successful tenderer will have to abide by the terms and conditions as may be fixed from time to time by the Registry.
24. Rates quoted shall include costs of commuting and delivery etc and no separate travelling charges shall be admissible.

D. PENALTIES

25. If delivery is not made within the specified date and time and the Registry is required to make purchase from other dealer(s), the tenderer will be liable to make good the loss in case of higher payments as compared to approved rates and the difference will be deducted from the performance security deposited by the tenderer. The Registry reserves the right to recover loss upto the amount of Performance Security in case the quality is low or in case of deficiency of service.
26. Irrespective of the fact as to whether or not the Registry makes purchases from outside, the Registry may impose penalty upto 1% per week subject to maximum of 10% of the total cost, for delayed delivery, if the delay is due to wilful laches or negligence on the part of tenderer, and if it causes financial loss or inconvenience to the Registry.

E. INVITATION OF TENDER

Interested parties may send their lowest sealed tender in three separate sealed envelopes containing (i) Bid Security Declaration Form (ii) Samples of the respective winter fabric and (iii) Tender Document of respective winter fabric, superscribing **(i) Bid Security Declaration Form (ii) Samples of respective winter fabric and (iii) Tender document for respective winter Fabric** on the cover of respective envelopes addressed by name to the undersigned by post or may be handed over personally to **Registry's Reception Counter No. 17 (R&I)** on or before **14.09.2021 upto 3.00 P.M. which will be opened at 11 A.M. on the next day i.e. 15.09.2021** by a Committee of Officers constituted for the purpose before the tenderers or their authorised representatives who may wish to remain present. **The tenders received after due date and/or time and/or without Samples will not be entertained.** In the first instance, envelopes containing Bid Security Declaration Form will be opened, thereafter, the envelopes containing samples will be opened and if samples of the tenderers are found to be as per requirement, only then the envelopes containing Tender Document will be opened.

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(Anil Kumar Sharma)
Additional Registrar (AM)

Encls: Proformas (Annexures 'A', 'B' and 'C')

ANNEXURE 'A'SUPREME COURT OF INDIAADMN. MATERIALS

F.No. Uniform/1/SCI(AM)

Dated the 23.08.2021

Last date for submission of Tender
is **14.09.2021 upto 03:00 p.m.**

PROFORMA

**TO BE FILLED BY THE TENDERER WITH REFERENCE TO THE
NOTICE INVITING TENDER FOR SUPPLY OF DIFFERENT TYPES OF
WINTER FABRICS**

1. Name of the Tenderer :
with Address
2. Name of the Contact Person :
with Telephone/Mobile No./e-mail ID
3. GST Registration Number :
(Copy to be attached)
4. PAN number :
(Copy to be attached)
5. Details of Rates :

Sl. NO.	Description of Fabric	RATE (IN RS.) Per mtr/ (Per pc)	GST%	GUARANTEE/ WARRANTY OF FAST COLOUR	WIDTH OF CLOTH
1.	Black Colour Fabric - Raymond Giltedge Case No./Quality No. 3052/2715, Shade No. 22				
2.	Grey Colour Fabric – Raymond Giltedge Case No./Quality No. 3052/2715 Shade no. 156				
3	Navy Blue Terrywool Cloth of Raymond Sapphire (Quality No. 3041005384 Shade No. 0009)				
4	Light Grey Colour Spun Fabric for Salwar Kameez				

Sl. NO.	Description of Fabric	RATE (IN RS.) Per mtr/ (Per pc)	GST%	GUARANTEE/ WARRANTY OF FAST COLOUR	WIDTH OF CLOTH
5	Light Grey Colour Chiffon Dupatta – length of 2.25 mtrs				
6	Grey Terrywool Cloth of Raymond Sapphire (Quality No. 3041005384 Shade No. 113)				
7	Over Coat – Navy Blue Woollen Serge (Blazer) Cloth of Lakhmi Woollen Mills (Quality No. 611)				
8	Navy Blue Socks with good elastic				

6. Whether Bid Security Declaration Form enclosed (Yes or No) :

7. Whether all the terms & conditions of NIT are acceptable: :

8. Guarantee/warranty period :

9. Discount on bulk purchase (if any) :

10. Delivery Schedule
(a) Time to be taken for supply :
(b) F.O.R. :

Supreme Court Registry

Dated:-

Signature with date and rubber Stamp of the tenderer

ANNEXURE 'B'**UNDERTAKING**

I/We undertake that _____ (Name of the Firm / Proprietor/ Company/ Director) has not been blacklisted/banned by any Central/ State Government/ Public Sector Units/ Autonomous Bodies.

Date:

Place:

Signature of the authorised
signatory of the firm/company/
organisation/Official Stamp/Seal

BID SECURITY DECLARATION FORM
IN LIEU OF EARNEST MONEY DEPOSIT (EMD)
(On Bidder's Letter Head)

I/We, the authorized signatory of M/s. participating in the subject Tender No..... dated, for the item/job of, do hereby declare:

- (i) That I/we have availed the benefit of waiver of EMD while submitting the offer against the subject Tender and no EMD is being deposited for the said tender.
- (ii) That in the event I/we withdraw/modify our Bid during the period of validity or I/we fail to execute formal contract agreement within the given timeline or I/we fail to submit the required Performance Security within the given timeline or I/we commit any breach of Tender Conditions/Contract which attracts penal action in that event I/we shall stand suspended from being eligible for bidding/award of all future contract(s) of Supreme Court of India for a period of one year from the date of committing such breach.

Signature and Seal of Authorized Signatory of Bidder

Date:
Authorized Signatory.....

Name of the