

SUPREME COURT OF INDIA
ADMN. MATERIALS (P&S)

Last date for submission of
Tender is: 25.10.2019

F.No. 1/ Inverter Pur/2019/SCI(AM)
Dated : 03.10.2019

NOTICE INVITING TENDER
FOR SUPPLY OF INVERTERS ALONG WITH BATTERIES AND TROLLIES

Sealed tenders are invited from the reputed firms/manufacturers/retailers/authorised dealers as per proformas attached herewith, for supply of reputed brands of Inverters alongwith 150AH Batteries and trollies to be provided/ installed independently connected with individual light sub distribution board at the residential office of Hon'ble Judges along with required wiring. The exact quantity may vary at the time of placing the order.

| S.No. | Item | Requirement (Approx) |
|--------------|---|-----------------------------|
| 1. | 800 VA Inverters (with single battery) | 09 Nos. |
| 2. | 1400 VA Inverters (with double battery) | 03 Nos. |
| 3. | Trollies | 15 Nos. |

Interested parties, if so desire, may contact Branch Officer, Admn-Materials (P&S) telephonically or personally visit at Reception Counter No. 42 for any clarification on any working day between 10.30 am to 04.30 p.m. (except Saturday, Sunday and Holiday) on Telephone Nos. Tel No. 011-23111403, 011-23112257 & 011-231188745.

A. TENDER

1. The tenderer is required to quote its lowest rates as per **Annexure-A** enclosed herewith. Brochures showing technical specifications will also be attached for technical evaluation. Tenders once submitted will not be allowed to be withdrawn till finalization of the matter.

2. The tender may be sent separately in sealed envelopes superscribing (a) Earnest Money for Supply of Inverters alongwith Batteries and Trollies (b) Brochures) (c) 'Tender for Supply of Inverters alongwith Batteries and Trollies' by post sufficiently early so as to reach the Registry within date and time or may be delivered to the undersigned. If tender is sent through Special Messenger, an authority letter from the tenderer with proof of identity may also be given to the Messenger so that he/she could show the same along with his/her own identity proof to the Reception Officer at Reception Counter No. 42 for issuance of entry pass.
3. The tender is expected to examine all the instructions, Proforma's terms and conditions and specifications in the tender documents. Failing to furnish all information required by the tender document in any respect will be at the tenderer's risk and may result in the rejection of 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 will be declared as holiday by the Government of India then next working day of the Registry will be treated as due date of the tender.

B. TERMS AND CONDITIONS OF TENDER

5. The tenderer is required to quote their lowest rates for the items on the Annexure 'A' enclosed herewith mentioning therein brand of Inverter and Battery.
6. The tenderer is required to send their tender along with Demand Draft of Rs. 4,800/- (Rupees Four Thousand Eight Hundred only) drawn in favour of 'The Registrar (Admn), Supreme Court of India', payable at New Delhi as Earnest Money Deposit (EMD), by writing the name of the firm, telephone number and name of the item on the reverse side of the Demand Draft. If EMD is exempted, Certificate has to be submitted alongwith the tender document.
7. Earnest Money Deposit of tenderers would be returned by way of RTGS/NEFT or cheque after the contract has been finally awarded to the successful tenderers. A copy of cancel cheque is required to facilitate refund of EMD amount.

8. The rates should be valid for a minimum period of 60 days from the date of opening of Tenders. The tenderer shall not be entitled during the said period of 60 days to revoke or cancel its tender or to vary terms thereof.
9. Hypothetical or 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.
10. The Registry will deal with the tenderer directly and no Middle-men/ Agents/Commission Agents etc. should be asked by the tenderers to represent their cause and they will not be entertained by the Registry.
11. Over-writing/over-typing or erasing of the figures which render the Tender doubtful or ambiguous are not allowed and shall render the tender invalid.
12. The tenderer need to quote rates of all reputed brands along with complete specification/brochures to enable the Registry to arrive at the selection of best suited need of Supreme Court of India.
13. Once the brand/specification is finalized by the Registry, the tenderer quoting the lowest rate will be considered.
14. The Registry will deal with the tenderer directly and Registry is not bound to accept the lowest tender and reserves the rights to reject or accept any or all the tenders, partly or completely, at any time without assigning any reason therefore.
15. 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 accept or reject any or all tenders, partly or completely, at any time without assigning any reason thereof.
16. Each tenderer has to certify that all the terms and conditions are acceptable to him.
17. The tenderer shall quote the rate both in figures and in words with blue/black ball pen.

18. All the pages of quotations including the documents submitted therein must be duly numbered, signed and stamped failing which the offer shall be liable for rejection.
19. During the subsistence of contract, in case of breach of any conditions or deficiency in service, the Registry have a right to terminate the contract and to entrust the work to another contractor. The loss, if any, sustained by the Registry on the account will be recovered from the tenderer.

C. TERMS AND CONDITIONS FOR SUCCESSFUL TENDER

20. The successful tenderer shall have to give performance security deposit @ of 5% of the total value of tender by way of Bank Guarantee drawn in favour of 'The Registrar (Admn), SupremeCourt of India', New Delhi which will be refunded after two months of the successful completion of the contractual period or payment of the last bill, whichever is later.
21. The tenderers should specifically state whether rates are inclusive of GST (as applicable); if not, it will be deemed that rates are inclusive GST.
22. The material should be supplied in original packing indicating company and brand name etc., which 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 specifications, the same will liable to be rejected and the entire supply will have to be replaced with the quality exactly commensurate with the approved specifications at the cost of the tenderer. The decision of the Inspection Committee in this regard shall be final. No payment will be made for supply rejected at the site of inspection.
23. The supply of the material as per the required specifications shall require to be delviered within a week at the cost of dealer on receipt of the Purchase Order. In case supply is not made within the stipulated time and the Registry is forced to make alternative arrangement to meet the emergent demand at higher rates, tenderer will be liable to make good the loss due to difference which the Registry may directly deduct from the Bill/Security Depoist.

24. The payment will be made only after the full supply is received and accepted as per approved specifications against one single supply order. No advance payment will be made in any case.
25. The tenderers shall give an undertaking (as per **Annexure-B**) that the Firm/Partners/Director/Proprietor has not been blacklisted and their business dealings with Central/State Government/Public Sector Units/Autonomous Bodies have not been banned/terminated on the account of poor performance.
26. The successful tenderer will have to abide by the terms and conditions as may be fixed from time to time by the Registry.
27. Rates quoted shall include costs of commuting, delivery and no separate travelling charges shall be admissible.
28. Non-availability of material shall not be accepted as a ground for delay in supply of items and shall equally be penalized.

D. PENALTIES

29. In case of non-supply or short supply of material by the tenderer, the Registry is required to make purchase from outside at higher rates, the loss, if any, sustained by the Registry would be recovered from the tenderer.
30. Irrespective of the fact as to whether or not the Registry makes purchase from outside, the Registry may impose penalty upto 1% per day subject to maximum penalty of 10% of the total cost, if the delay is due to wilful laches or negligence of the tenderer and it caused financial loss or inconvenience to the Registry.
31. The Security Deposit shall stand forfeited in case of breach of any of the conditions mentioned herein and if the supply of the item is found unsatisfactory/not as per specifications.
32. Registry reserves the right to blacklist a bidder for a suitable period in case he fails to honour his bid without sufficient grounds.

E. INVITATION OF TENDER

Interested parties may send their tenders separately in sealed envelopes containing (a) Earnest Money for Supply of Inverters alongwith Batteries and Trollies (b) Brochures (c) 'Tender for Supply of Inverters alongwith Batteries and Trollies' addressed by name to the undersigned or may be handed over personally to Registry's Reception Counter No.42 near PRO Office on or before **25.10.2019 upto 3.00 P.M.** which may be opened at 3.30 P.M. on the same day in the Registry 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 will not be entertained and in case, less than three tenders are received due to inadequate competition, the same may not be opened and more tenders may be called and will be opened later on at the place, date and time to be notified to the tenderers in due course.

Encl: Annexure 'A'

Sd/-

(B. L. N. ACHRAY)
ADDITIONAL REGISTRAR (AM)

NOTE:- Registry will remain closed w.e.f. 07.10.2019 to 12.10.2019 on account of Dussehra Holidays.

**SUPREME COURT OF INDIA
ADMN. MATERIALS (P&S)**

F.No. 1/ Inverter Pur/2019/SCI(AM)

Dated: 03.10.19

**PROFORMA TO BE FILLED BY THE TENDERER FOR SUPPLY OF INVERTERS
ALONG WITH BATTERIES AND TROLLIES**

1. Name of the tenderer :
with Address
2. (a) Contact Person with Name, :
Mobile/Telephone No.
- (b) PAN No. (photocopy to be enclosed) :
- (c) GST No. (photocopy to be enclosed) :
- (d) Fax No./ e-mail ID :
3. (a) F.O.R. : Supreme Court Compound
(b) Delivery period :
4. Details/Rates : As per table given below

| S. No. | Items | Brand/ Make | Unit price (excluding GST) | Warranty Period |
|---------------|-------------------|--------------------|-----------------------------------|------------------------|
| 1. | 800 VA Inverters | | | |
| 2. | 1400 VA Inverters | | | |
| 3. | Battery (150 AH) | | | |
| 4. | Trolley | | | |

5. Declaration regarding black listing or otherwise. :
6. Whether tender document (all pages) :
duly signed, stamped and legible
7. Company brochures with technical Specification for the model/make : Submitted/Not submitted

8. Any other information document,
please specify :

I/We certify that the information furnished above is true and correct. The terms and conditions are acceptable to us.

Dated:

AUTHORISED SIGNATORY OF THE FIRM
Name(s) and address of the firm (with stamp)

UNDERTAKING

I/We undertake that (Name of the Proprietor/Firm/Company) has not been blacklisted/banned by any Government Department/Public Sector undertaking/Autonomous Body.

Signature of the authorized
signatory of the Firm/Company/
Organization
Stamp/Seal

Date:

Place: