

F.No:D-11018/34/2010-Adm

Government of India
NITI AAYOG
UNIQUE IDENTIFICATION AUTHORITY OF INDIA

2nd Floor, Tower-1, Jeevan Bharti Building
Connaught Circus, New Delhi-110001
Dated 13.07.2015

Subject: - Quotation for supply of 20 litres Packed Mineral Water bottles (with BIS specification) to the UIDAI Headquarter - reg.

Unique Identification Authority of India (UIDAI) invites sealed Quotations for supply of 20 litres Packed Mineral water bottles to UIDAI Headquarter located at 2nd & 9th Floor, Tower-I and 3rd Floor, Tower-II, Jeevan Bharti Building, Connaught Circus, New Delhi-110001 as per the terms and conditions enclosed as Annexure-I. The annual requirement of 20 litres Packed Mineral water Jars/bottles is approx. 8400(@700 per month) and may be increased/decreased depending upon the requirement of the UIDAI Headquarter.

2. The bid should be submitted in a sealed cover duly superscribed as "Bid for supply of 20 litres Packed Mineral water bottles." Technical details of the firm should be given as per Annexure-II. Rates of 20 litres Packed Mineral water should be given as per Annexure-III.

3. The sealed quotations in the prescribed proforma may be addressed to Deputy Director (Admin), 2nd Floor, Tower-I, Jeevan Bharti Building, Connaught Circus, New Delhi -110001 and dropped in the Tender Box mounted on the wall near to the office of Deputy Director(Admin).

4. The last date for receipt of tender is 30.07.2015 at 3:00 P.M. The Bids shall be opened at 3:30 P.M. on the same day i.e. 30.07.2015 in Conference Hall-II, 3rd Floor, Tower-II, Jeevan Bharti Building, Connaught Circus, New Delhi-110001 in the presence of such of the bidders or their authorised representatives, who may wish to be present. Hypothetical Conditions/Incomplete bid will not be entertained. Late Bids received after the specified date and time shall not be entertained.

5. Tender document may be obtained on any working day between 10:00 hours to 13:00 hours from the office of Deputy Director (Admin). The tender document can also be downloaded from the official website of UIDAI i.e.

<http://www.uidai.gov.in>. For any clarification as to the tender documents, Deputy Director (Admin) may be contacted on telephone No: 011-23466842 or in person after prior appointment.

6. The Competent Authority in the UIDAI Headquarter reserves the right to amend/withdraw/relax/modify any of the terms and conditions contained in the Tender Documents in the public interest or reject any or all applications (offers) without giving any notice or assigning any reason thereof. The decision of Competent Authority will be final and binding.

Yours faithfully,

(NK Sharma)
Deputy Director (Admin)
Tel No: 011-23466842

Copy to:

1. All Ministries/Departments of the Govt. of India, New Delhi with a request that copy of the tender notice may kindly be provided to the vendors, who have been awarded the contract by them for supply of 20 litres packed mineral water bottles.

(NK Sharma)
Deputy Director (Admin)
Tel No: 011-23466842

Terms & conditions for supply of 20 Litres Packed Mineral Water Bottles/Jars in the office of UIDAI Headquarter, Jeevan Bharti Building, Connaught Circus, New Delhi-11000:-

1. The rates quoted, should clearly specify whether Sales Tax, Central Sales Tax and Service Tax and VAT are applicable and, if so, at what rate? In case, this information is not indicated in the quotation, it would be presumed that the rates quoted are inclusive of all type of taxes.
2. The period of contract shall be for one year initially from the date of award of the contract and shall remain valid until the completion of the obligations of the parties under the contract. The contract shall initially be effective for a period of one year, extendable to further two years on year to year basis, subject to satisfactory performance of the firm and administrative decision of UIDAI. The bidder will have to supply the mineral water in the office of UIDAI Headquarter at 2nd Floor & 9th Floor, Tower-I and 3rd Floor, Tower-II, Jeevan Bharti Building, Connaught Circus, New Delhi-110001. No transportation charges will be paid.
3. Any modification in offer after the opening date will not be considered. No request for escalation in rate shall be entertained on account of any reasons during the period of the contract.
4. The UIDAI headquarter reserves the right to seek clarification or verification of any information supplied by the bidder.
5. The estimated quantity to be given on every day basis at the above mentioned buildings/ locations may vary depending upon the climate and the requirement.
6. Payment shall be made by electronic transfer to the account of the supplier after completion of each month on submission of pre-receipt bill in triplicate on monthly basis.
7. EMD of Rs.15000/- (Rupees Fifteen Thousand only) must accompany by way of DD/Pay Order in favour of Pay and Accounts Officer, UIDAI payable at New Delhi. A quotation not accompanied by EMD will be summarily rejected.
8. EMD of successful bidder will be returned after he/she submit the performance security (PBG) i.e. 10% of total contractual value which will be refunded on satisfactory completion of the contract. No interest will be paid on Security Deposit.
9. The EMD of unsuccessful bidder will be returned on finalization of the contract. No interest will be paid on EMD amount.

10. The UIDAI reserves the right to reject any or all quotations without assigning any reason thereof.
11. In case there is any lapse found in the service provided, the UIDAI reserves the right to terminate the contract without any notice/reason.
12. The bidder should be authorized distributor/stockist of drinking water. A certificate in this regard may be enclosed in the bid.
13. A penalty of Rs. 500/- will be imposed if it is found, after enquiry, that water supplied is below the desired standard or contaminated water is supplied. In case of frequently supply of such water, the contract will be cancelled forthwith and Security Deposit forfeited. The Firm will also be black-listed.
14. If the service rendered by the firm is not found satisfactory at any time during the period of contract, the contract is liable to be cancelled without any notice.
15. Dispute, if any, arising in the matter shall be settled by an arbitrator to be nominated by the UIDAI Headquarter, New Delhi.
16. The contract shall be subject to Indian Laws and the jurisdiction of Delhi Court.

(NK Sharma)
Deputy Director (Admin)
Tel No: 011-23466842

Technical Details

Sr. No.	Particulars	To be filled by the Tendered
1	(a) Name of the Firm/Agency	
	(b) Address	
	(c) Name of proprietor	
	(d) Telephone No.	
	(e) Mobile No.	
	(f) E-mail Address	
	(g) Name of business partner, if any	
2	(i) License number (copy of BIS to be enclosed)	
	(ii) Copy of the test reports of drinking water to be enclosed.	
3	PAN Number (copies to be enclosed)	
4	TIN Number (copies to be enclosed)	
5	Service Tax Registration No. (copy to be enclosed)	
6	List of Govt. Ministries/ Departments/ PSUs showing experience in the field (Copies of contracts/orders placed on the agency during last 3 years should be attached).	
7	Whether the firm is authorized dealer/ stockist of drinking water (Please enclose certificate).	
8.	Details of EMD (i) Amount (ii) Draft No. (iii) Date (iv) Issuing Bank	
9	Whether terms and conditions of the Tender is acceptable or not (please attach copy of terms & conditions (Annexure-I) duly signed as token of acceptance of the same)	
10	Whether the firm is blacklisted by any Government Department or any criminal case is registered against the firm or its owner/partners anywhere in India (Attach undertaking)	

Date:

Signature of Authorized person

Place:

Name/Designation/Seal:

Quotation for supply of 20 Litres Packed Mineral Water

Sr. No.	Type of Packed Jars/Bottles required	Name of Brand	Rate per 20 Litres Jar/Bottle (in Rs.)	Rate of Taxes, if any	Total amount including Taxes (in Rs.)
1	20 Litres Packed Mineral water Jar/Bottle				

Date:

Signature of Authorized person

Place:

Name/Designation/Seal:

UNDERTAKING

1. I/ We undertake that I/ we have carefully studied all the terms and conditions and understood the parameters of the proposed work of the office of Unique Identification Authority of India and shall abide by them.
2. I/ We also undertake that I/ We have understood "Parameters and Technical Specifications for conducting the Work" mentioned in the Tender No. D-11018/34/2010-Adm dated 13.07.2015 and shall conduct the work strictly as per these "Parameters and Technical Specifications for conducting the work"
3. I/ We hereby certify that none of my relative(s) are employed in UIDAI office.
4. I/We hereby certify that my firm neither has been blacklisted by any Government Department nor any criminal case has been registered against the firm or its owner/partners anywhere in India.
5. I/We hereby undertake that the packed drinking water to be supplied in a 20 Litre Jar/ Bottle shall be certified with BIS specification.
6. I/ We further undertake that the information given in this tender are true and correct in all respect and we hold the responsibility for the same.

Date:

Signature of Authorized person

Place:

Name/Designation/Seal: