

No. D-31011/3/2012-Admn.
Government of India
Ministry of Rural Development
Department of Land Resources

NBO Building, Nirman Bhawan, New Delhi

Dated: the 14.01.2014

To,

(As per list attached)

Subject- Award of contract for supply of potable drinking water jars/bottles to the Department of Land Resources.

Sir,

The Department of Land Resources intends to award annual contract for supply of potable drinking water in the following specifications:-

1. jars of 20 liter or 25 liter
2. bottles of 250ml, 500 ml, and 1 liter

of one of the following brands viz. (i) Bisleri, (ii) Kinley (iii) Aquafina in various rooms of the Department at Krishi Bhawan/ NBO Building (Nirman Bhawan)/ CGO Complex/residence of Hon'ble MOS(RD), New Delhi. The Department is looking for reputed firms having adequate familiarity/experience in the field. The estimated annual requirement could be around 1850 water jars of 20 liter, 6700 water bottles of 1 lt. and 5600 water bottles of 500 ml. The specification of the potable water shall be as per BIS 14543-2004.

2. The tender form (**Annexure-I**) must be sent in sealed cover prominently marked as "**ANNUAL CONTRACT FOR DRINKING WATER JARS/BOTTLES**". Interested firms may send their quotations in sealed covers addressed by name to the under signed latest by 3.00 PM on 12.02.2015. The quotations will be opened on the same day at 4.00 PM in room No. 3, NBO Building, Nirman Bhawan, New Delhi in the presence of the tenderers or their representative who may wish to be present at that time.

3. **Terms and conditions of the tender & resultant contract shall be as under-**

- (a) Tenders from only those firms will be entertained which are registered for the services desired in the tender and have Service Tax Number, VAT No., PAN No.
- (b) **Experience:** On the date of opening of bids, the firm should have minimum two contracts for supply of drinking water at Govt. Departments/Autonomous bodies or PSUs and furnish necessary documents in this regard.
- (c) **Certificate of Satisfaction:** The firm should produce along with the bid certificates of satisfaction from at least two of their customers(Govt. Departments/Autonomous bodies or PSUs only) to whom they are supplying drinking water on the date of opening of bids.

- (d) It may be noted that the selected tenderer would be required to supply potable drinking water in each and every room where water dispensers are installed in various floors/wings of the Department in Delhi. The supply is to be effected as and when required.
- (e) In case firm is already providing the potable drinking water/ maintaining the water dispensers of any other Ministry/Department of Central Government, details thereof may also be furnished along with the quotations. The rate quoted should remain valid for the period of one year from the date of award of contract.
- (f) The firm should be in position to supply potable water on very short notice as and when required.
- (g) The owner of the firm should be available on his direct telephone (office as well as residence) and also on mobile phone. Mobile number shall also be given.
- (h) The potable water would be ISI standard (ISI code No. is required to be mentioned in tender offer) as per BIS- 14543-2004 specification as per Annexure II of the tender. In case of deficiency in service or quality of water, it would be open for the Department to cancel the contract and forfeit the performance security. Compensation, if any, in case of any loss of health of the employees on account of water borne diseases occurred due to intake of water supplied by the contractor, will be the responsibility of the supplier.
- (i) The tender should be accompanied with the Earnest Money Deposit of Rs. 5,000/- in the form of DD/ Pay order from any of the Nationalized Bank in favour of **P&AO(LR)**, New Delhi.
- (j) Tenders may please quote their unconditional rates and it shall be ensured that there are no cutting/ overwriting in the tender form. The price quoted at the time of submission of tender should remain valid for 45 days from the date of tender opening and the rates finalized on the basis of these prices shall remain in force during the currency of the contract which will normally be for a period of one year. It may specifically be noted that no changes/escalations in the accepted rates shall be allowed during currency of the contract.
- (k) The contractor shall be responsible for payment of wages/ settlement of dues with workers engaged by the firm and the Department of Land Resources shall not be a party to any dispute between the contractor and workers.
- (l) The contractor shall arrange to get the character and antecedents of workers/ labourers verified from Police authority before deployment and their full particulars shall be furnished to the Department of Land Resources.
- (m) The prospective bidders are free to seek any clarifications/ see the kind of requirement Department is looking for. Section Officer (GA), Room No. 12, NBO Buidling, Nirman Bhawan, New Delhi-110011. (Telephone No. 2306 3599 or 2304 4617) may be contacted with prior appointment on any working day before tender opening.



- (n) The contract shall normally be awarded to the lowest evaluated bidder whose bid has been found to be responsive and who is eligible/qualified to perform the contract satisfactory as per the terms and conditions incorporated in the tender letter.
- (o) If any of the bidders have any objection with regard to the terms and condition of the tender, the same may be pointed out within 10 days of the issue of the tender documents.
- (p) The tenderer whose quotation is finally accepted, shall have to furnish performance security of sum of Rs. 10,000/- (Rs. Ten thousand only) in favour of **P&AO(LR)**, New Delhi by means of fixed deposit in any of the Nationalized Bank. The earnest money shall be returned to the successful bidder only after depositing Rs. 10,000/-(Rs. Ten thousand only) as performance security.
- (q) If the supplier fails to supply the water jars/water bottles in the stipulated time or if the quality of the water is not as per the approved/ required norms, the Department shall be free to make necessary procurement of water jars from the market at the suppliers' risk and cost which shall be recoverable from his pending bills or performance security besides resulting in cancellation of the contract. Further in case of any deficiency in service, a penalty of 5% of the total amount of the bill for the relevant period will be imposed.
- (r) The Department shall be free to test the sample of drinking water supplied by the supplier from any independent source for which all required cooperation/ documentation shall be submitted by the suppliers.
- (s) Monthly payment shall be released only on submission of water test reports with the bill.
- (t) The contract may be extended for one year in case services given by supplier are found satisfactory.
- (u) All matters/disputes pertaining to the tender and resultant contract shall be settled by the Head of the Department or Officer nominated by him for the purpose. The contract terms are interpretable under the applicable Indian Law subject to the jurisdiction of NCT of Delhi.

Yours faithfully,



(Anoop Kumar)

Under Secretary to the Govt. on India

✓ Copy to: PSA, NIC with the request to upload it on e-procurement and Deptt.'s websites.

QUOTATION FORM**ANNUAL CONTRACT FOR PACKAGED DRINKING WATER FOR THE DEPARTMENT OF LAND RESOURCES.**

1. Name of the tenderer (in Block letter) -----

2 Address -----

3 Telephone No. -----

4 Bank Draft No. & date -----

5 Amount of Draft -----

6 Name of the Bank -----

7 Registration No. of the firm -----

(Please enclose the copy of registration)

8 VAT No.(Please enclose a copy) -----

9 Service Tax No.(Please enclose a copy) -----

10 PAN No.(Please enclose a copy) -----

11 Experience (Name of the **TWO** Govt. departments/Autonomous bodies or PSUs where the firm is supplying drinking water on the date of opening of bids and copy of AMC)

12 Certificate of Satisfaction: [from at least two of their customers (Govt. departments/Autonomous bodies or PSUs only) to whom they are supplying drinking water on the date of opening of bids].

Declaration

I/we hereby declare and affirm that I/we have read and understood the terms and conditions of the contract as stipulated in the tender notice No. D-31011/03/2012-Admn., dated _____. Accordingly, I/ we hereby offer the rate for annual contract of drinking water jars/water bottles as indicated in the tender notice.

S. NO.	Brand	Rates offered (Rs.) per unit				
		20 ltrs jar	25 ltrs jar (if available)	1000 ml bottle	500 ml bottle	250 ml bottle
1.	Bisleri					
2.	Kinley					
3.	Aquafina					

Signature

Date

