

F.No. D.21013/01/2014-DC
Directorate General of Health Services
Central Drugs Standard Control Organization
FDA Bhawan, Kotla Road,

New Delhi 110002
Dated: 15.01.2014

Tender Notice

Sealed tenders are invited from reputed firms in two bid system (i.e. Technical bid and financial bid) for Supply of Corrugated Boxes in the office premises of CDSCO (HQ), FDA Bhawan, Kotla Road, New Delhi on Annual Rate Contract (ARC) basis.

2. The Corrugated Boxes will be 10 ply boxes having 24”L x 22”B x 16” H (as per given specification in the aforesaid premises). Boxes should be properly laminated from inside and outside. Please quote your most competitive rates for this work as per the following including all Taxes, Duties, T & P etc.

3. The sealed tender should reach CDSCO (HQ) latest by 31.01.2014 (3:00 P.M.) positively. The tenders shall be opened on the same day at 4:00 P.M. in presence of the representatives of the bidders, who wish to be present during the opening of the tenders. Late tenders shall not be received and treated as rejected.

4. **Earnest Money Deposit (EMD)/Security Deposit:**

The Bidder shall furnish EMD of Rs. 5000/- (Rs. Five Thousand only) along with the tender in the -shape of demand draft in favour of ‘PAO, DGHS’, New Delhi. EMD shall be returned to the unsuccessful bidder after award of work to successful bidder. EMD of successful bidder shall be returned only after submission of security deposit. The tender not accompanied with EMD shall be rejected. The successful bidder shall submit security deposit for Rs.25,000/- in the form of FDR/Bank Guarantee.

5. **Submission of Tender:-**

The Bidder shall submit the tender in the sealed envelope in the following manner:

Envelope No. 1(Technical bid) - shall contain EMD in the form of bank draft for Rs. 5000/- (Rs. Five thousand only) along with a copy of this tender document duly signed and stamped by the bidder as a token of acceptance of these terms & conditions of the tender. The particulars of the firm shall also be given in **Annexure-I**.

Envelope No. 2- Shall contain Financial/Price-Bid (**Annexure-II**) only. Price shall be filled by the bidder only in the format enclosed with the tender. Price on any other format shall be rejected.

Both the sealed envelopes No.1 & 2 shall be then-put in a bigger envelope duly addressed to "Section Officer, DC Section, CDSCO(HQ), FDA Bhawan, Kotla Road, New Delhi 02 and marked on top "Tender for Supply of Corrugated Boxes on Annual Rate Contract (ARC) basis in CDSCO(HQ).

6. **Payment:-**

Payment shall be made on satisfactory supply of the boxes which will be followed by requisite bill submitted by the supplier which will be duly considered for payment as per rules. No advance payment shall be made.

7. **Scope of Work:-**

The present requirement is of 200 boxes (approx.). However, the boxes are required by various Divisions of CDSCO from time to time.

8. **Disputes:-**

If any dispute or difference of any kind, whatsoever, shall arise between CDSCO(HQ) and the Supplier, in connection with the supply of Corrugated Boxes on Annual Rate Contract (ARC) basis in CDSCO(HQ), it-shall, be settled under-the Indian Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof and the rule made there under and for the time being in force shall apply- to the arbitration proceedings under this clause. Such arbitration shall be settled by Sole arbitrator who shall be appointed by DCG(I) The arbitration shall take place in New Delhi.

9. **Right to accept or reject the Tender:-**

CDSCO (HQ) headed by DCG(I) reserves the right to accept or "reject any or all the" tenders without assigning any reason thereof.



(Pitam Singh)

Dy. Director Admn.(D)

Signature of authorized signatory with stamp of the Bidder,

Particulars of the firm

S.No.	Particulars	
1.	Name of the firm	
2	Address of the firm	
	Contact No. of the Firm: (i) Landline No. (ii) Fax No. (iii) Mob. No.	
3.	Registration No.	
3.	PAN No./ TIN No. (attach photo copies)	
4.	Work Experience of the Firm (Copy Attached)	
5	Turnover of firm during last two financial year 2011-12 & 2012-13. (attach balance sheet etc.)	
6	Earnest Money DD detail.	

Signature of authorized signatory with stamp of the Bidder,

Central Drugs Standard Control Organization
FDA Bhawan, Kotla Road,
New Delhi 110002
PRICE-BID

Supply of Corrugated Boxes on Annual Rate Contract (ARC) basis in CDSCO(HQ).

S. No.	Description of Work	Annual Requirement (Approx.)	Rate (Rs.)	Amount (Rs.)
1.	Supply of Corrugated Boxes of following specifications:- (i) 10 Ply boxes having 24"L x 22"B x 16"H. (ii) The boxes should be properly laminated from inside & outside. (iii) The boxes should be openable on the top side which after keeping files/records therein should be capable of being properly closed. (iv) The rates shall be inclusive of cost of all material, labour, cartage, Taxes. etc.	2000		
	Total			

Amount (in words):

Signature of authorized signatory with stamp of the Bidder,

Note:- The Interested parties may, if they so desire, inspect the sample available in the office on any working day between 3:00-4:00 pm by contacting SO(DC).