

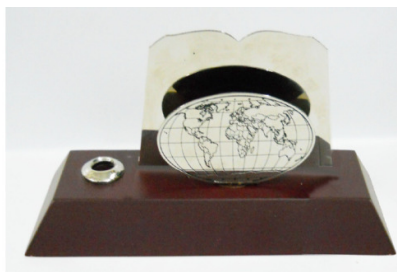
Dear Sir,

National Book Trust, India, an apex organization of Ministry of Human Resource Development, Government of India invites sealed tenders for supply of memento as per the following specifications for the New Delhi World Book Fair -2013 scheduled from 4th – 10th February, 2013:

- Card Holder cum Pen Stand with One Jotter Refill Pen

Specifications:

Book		Globe	
Width	3.5 inches	Width	2.62 inches
Front Height	2.37 inches	Height	1.56 inches
Wood			
Height : 0.75 inches	Upper Width: 1.5 inches	Lower Width: 2.25 inches	Lower Length: 6.5 inches
Brass Ring: 0.75 inches	Hole Diameter: 0.44 inches		
Gap between Book & Globe : 0.5 inches			
Brass Thickness : 0.65 mm			
Nickel Polished, Wooden Base Cherry Colour with mahogany polish size & supplied in card board box with thermocol packing with logo of NBT & New Delhi World Book Fair with name of Exhibitor printed on front side – Digital Printing.			



The sample of the memento is available in the Exhibition Section and can be examined by 18 January, 2013.

The Proforma for quoting the rates is enclosed at Annexure-I. You are requested to submit your Tender **latest by 2:00 p.m. on 23 January, 2013. The Tender will be opened by the approved Committee at 2:30 p.m. on 23 January, 2013.** The Tenderer will have to submit the Earnest Money Deposit (EMD) of Rs.20,000/- in the form of Demand Draft in favour of National Book Trust, India along with the Tender.

Contd.....2/-

The following terms & conditions must be noted for compliance :

1. Before quoting the rates for the memento, the Tenderer can physically see and examine the sample of the memento in the Exhibition Section of NBT, India, Nehru Bhawan, 5, Institutional Area, Phase-II, Vasant Kunj, New Delhi – 110 070 on any working day between 10:00 a.m. to 4:00 p.m.
2. Earnest Money Deposit (EMD) amount of Rs.20,000/- is to be deposited with the Tender in the form of Demand Draft/Banker's Cheque payable at New Delhi and drawn in the favour of National Book trust, India, otherwise the Tender is liable for rejection without any notice. **Any EMD in the form of Bank Guarantee or any other form is not acceptable.**
3. All supplies must be executed latest by 02.02.2013.
4. No supply will be accepted after the stipulated deadline of 02.02.2013.
5. In case the supply is not made by the prescribed deadline i.e. 02.02.2013, the EMD will be liable to be forfeited which is at discretion of the Competent Authority of the Trust.
6. Rates must be quoted in the prescribed format in Annexure-I.
7. The rates quoted in the Proforma at Annexure-I shall be inclusive of all taxes, levies, etc. No extra payment shall be made in addition to the accepted rate as per the Annexure-I by NBT.
8. Tenderer shall not be permitted to withdraw his offer or modify the terms and conditions thereof after acceptance of tender. In case the Tenderer fails to observe and comply with the stipulations made herein or backs out after quoting the rate, or only undertake a portion of the work, the aforesaid amount of earnest money will be forfeited to the Government.
9. No claim shall lie against NBT in respect of erosion in value or interest on the amount of Earnest Money Deposit or security deposit.
10. Each bidder shall submit only one tender either by himself or as a partner in joint venture or as a member of consortium. If a bidder or if any of the partners in a joint venture or any one of the members of the consortium participate in more than one bid, the bids are liable to be rejected.
11. The acceptance of a tender will rest with the Competent Authority of NBT, who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all of the tenders received, without assigning any reasons whatsoever. All tenders in which any of the prescribed conditions are not fulfilled, or are incomplete in any respect are liable to be rejected.
12. Tender containing any condition leading to unknown/indefinite liability, are liable to be summarily rejected.

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13. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.
14. Tenders shall remain open for acceptance for a period of four months. If the Tenderer withdraws his tender before the expiry of the said period or makes any modifications in terms and condition of the tender which are not acceptable to NBT or the contract is not executed within three days from the date of letter of acceptance or the work is not commenced on the stipulated date and time as per the work order then the NBT without prejudice to any other right or remedy, will be at liberty to forfeit the earnest money.
15. If there is any discrepancy in rates between words and figure, the amount in words will prevail.
16. Each tender should be accompanied by documentary evidence of:
 - (a) the tenderer being a registered/approved government contractor ;
 - (b) his having done work of a similar magnitude; and
 - (c) his having filed his income-tax returns during the last three years
17. Income tax shall be deducted at source as applicable under the rules. **Permanent Account Number (PAN) allotted by the Income Tax Authorities must be quoted in Annexure,** with supporting documents without which the tender is liable to be rejected.
18. In case of failure to complete the job in time as per work schedule, NBT shall impose a penalty of Rs.10,000 per day apart from legal action, which the Trust may deem fit. The contractor may also be blacklisted for future work. In such situation NBT shall have the right to make alternate arrangement for completion of work through some other contractor of its choice. In that event the entire cost so incurred by the NBT for getting the work from other contractor will have to be borne by the original contractor and such amount shall be deducted from the bill/Performance security/EMD amount of the original contractor.
19. All deliveries of Momentos must be mad either in our office or as per our instructions, free of charge.
20. If all the supply is delivered and it is discovered that material supplied are not according to the specifications accepted **SUCH SUPPLY WILL BE REJECTED AT THE SUPPLIER COST.**
21. That it has been mutually agreed between the Director, NBT and the Firm/Supplier that any dispute arising out of this acceptance shall be referred for Arbitration to the Chairman, NBT and his decision shall be binding on the Firm/Vendor. The Firm/Vendor shall not raise any question of competence of Chairman, NBT do act as sole Arbitrator.

Contd....4/-

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22. Any legal dispute will be subject to jurisdiction of Delhi Courts and no other Court shall have the jurisdiction.

The Director, NBT reserves the right to accept/reject the Tenders without assigning any reason.

Thanking you,

Yours faithfully,

[PRADIP CHHABRA]
Deputy Director (Exhibition)

Encl.: **As above**