MORARJI DESAI NATIONAL INSTITUTE OF YOGA

(An autonomous organization under Ministry of AYUSH, Govt. of India)
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File No.MDNIY/S&P/2016-17/532 Dated: 04th April, 2017

Notice Inviting Tender (NIT) for supply of Photocopier Paper Ream (Annual Contract) in MDNIY

Morarji Desai National Institute of Yoga (MDNIY) is an autonomous organization under Ministry of AYUSH, Govt. of India invites sealed quotations **in three bid systems (EMD, Technical Bid and Financial Bid)** for **supply of Photocopier Paper Ream (Annual Contract) in MDNIY** as list enclosed herewith as **Annexure-'A'**.

Schedule of Invitation of bid:

Date of Issuance of NIT	**05.04.2017**
Last date and time of submission of bid document	**26.04.2017 up to 11.00 AM**
Bid document to be submitted to	**Director, Morarji Desai National Institute of Yoga, 68, Ashok Road, New Delhi-110001**
The EMD to be submitted	**Rs.10,000/- (Rupees ten thousand only) will be submitted in favour of "Morarji Desai National Institute of Yoga" through Bank Draft/ Pay Order only**
Tender Fee to be submitted separately	**Rs.500/- (Rupees five hundred only) will be submitted in favour of "Morarji Desai National Institute of Yoga" through Bank Draft/ Pay Order only**
Date and time of opening of Technical bid document	**26.04.2017 at 11.30 AM**
Date and time of opening of Financial Bid	**Shall be opened on 05.05.2017 at 11.30 AM only of those bidders who qualify in the Technical bid as per Check-list enclosed at Annexure-'B'.**

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The above jobs subject to the following terms and conditions:

1. Sealed quotation addressed to the Director, MDNIY, superscribing on the top of envelop as **"Quotation for Supply of Photocopier Paper Ream"** should reach this office latest by **26th April, 2017 upto 11.00 am.** The quotations will be opened on the same date at 11.30 AM in the presence of the Tenderer or his authorized/nominated representative, if any present, failing which by the members of Purchase Committee for this purpose.

2. **The EMD amounting to Rs.10,000/- (Rupees ten thousand only) will be submitted in favour of "Morarji Desai National Institute of Yoga" through Bank Draft/ Pay Order only along with copies of VAT and PAN NUMBER/Sales Tax Registration/Service Tax No. etc. Audited Statement of Accounts/Form-16 having turnover Rs.30.00 lakhs or more for the 03 years 2013-14, 2014-15 and 2015-16.**

3. **The firm shall submit the separate Tender Fee in the mode of Demand Draft/Pay Order amounting to Rs.500/- (Rs. Five Hundred only) in favour of "Morarji Desai National Institute of Yoga" along with Bid. The financial bid shall not be considered, if the requisite cost of Tender Document is not paid by the firm.**

4. Quotation received after closing date and time will not be entertained.

5. The rates should be inclusive of Delivery charges etc.

6. The Service Tax/VAT will be applicable on the items as per rule.

7. The amount quoted by the firm and accepted by the Institute will be final. No other charges/increase in rates will be acceptable to MDNIY at a later date, in any case.

8. The firm which has quoted the rates and are successful in getting award for the above work but are unable to accept the contract due to any reason, their EMD will stand forfeited.

9. The approved rates will be valid for a period of one year from the date of issuance of Work Order.

10. The EMD of the successful bidder awarded the contract shall be refunded on receipt of Performance Security @ 10% (5% Security Deposit & 5% Performance Security) of the value of the contract so calculated, during the currency of the contract period to safeguard the interests of the Govt. to ensure that the supplier supply the good quality products/items un-interrupted ordered by MDNIY. The Performance Security shall be refunded to the bidder after 60 days of the completion of contract period including warranty obligations.

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11. The Institute reserves the right to accept or reject any quotation without assigning any reason thereof.

12. All the disputes shall be subject to Delhi jurisdiction only.

Yours faithfully,

(Dr. I.V. Basavaraddi)
Director

Copy to:-
Consultant (C&D) – With the request to upload the same on the Institute's website and Govt. Portal.

Annexure-'A'

Financial Bid

Sl.No.	Item	Unit	Brand	Rate	VAT
1.	Paper (A-4) white	01 Ream	Century/JK/Trident/Spectra/HP Copier/Xerox Challenger (75 GSM)		
2.	Paper (A-4) (Colour)/Pink Blue Green & Yellow	01 Ream	Century/JK/Kalila Kuatam /Any other good quality brand (75 GSM)		
3.	Paper (FS) white	01 Ream	Century/JK/Spectra / Any other good quality brand (75 GSM)		

Signature with Seal

Annexure-'B'

Check list for submission of Technical Bid

Sl. No.	Particulars	Remarks/documents to be attached
1.	Name of the Agency	
2.	Address of Head Offices: Telephone: E-Mail Fax Number (if any): Name(s) of the contact person(s):	
3.	Self attested copy of PAN NUMBER	Page No.....
4.	Self attested copy of D-VAT NUMBER	Page No.....
5.	Self attested copy of Sales Tax Registration/Service Tax No.	Page No.....
6.	Self attested copy of Audited Statement of Accounts/Form-16 having turnover Rs.30.00 lakhs for the 03 years 2013-14, 2014-15 and 2015-16.	Page No.....
7.	Details of Bid Security Fee: (Rs.10,000/-)	Page No.....
8.	Details of Tender Fee: (Rs.500/-)	Page No.....
9.	Enclosed terms and conditions duly signed and stamped by the agency, if accepted.	Page No.....

Signature with Seal