

KURSEONG MUNICIPALITY

KURSEONG

Memo No. _____

Dated the _____

From

To

Chairman,
Board of Administrators,
Kurseong Municipality,
Kurseong.

Sub: 'Terms & Condition' of Tender for the supply of Stores to the Kurseong Municipality for the year 2011-2012.

1. Sealed Tenders superscribed 'Tender for the supply of Stores to the Kurseong Municipality for the year 2011-2012' are hereby invited in the prescribed Tender Forms, which will be received by the undersigned on _____ upto 12 A.M..
2. a) The Tenderer Shall attach with the tender, the Clearance Certificate of the Trade Tax as General Merchants for the current year 2011-2012 which may be obtained from the License Inspector otherwise the Tender shall be rejected.
b) The Tenderer shall attach with the Tender a Clearance Certificate of the Municipality Tax in respect of his/her/their holding(s) for the quarter ending 31.03.2011 (4th qr. 10-11) which may be obtained from the Tax Department otherwise the Tender shall be rejected.
c) The Tenderer shall attach with the Tender, the Professional Tax Certificate and the Registration No. of Sales Tax of their Firm for the current year 2011-2012 otherwise the tender shall be rejected.
3. Rate accepted Tenderer has to deposit a sum of Rs. 1,000/- as a Security Money for the supply of the items.
4. The Tenderer whose tender shall be accepted will be required to supply the articles within seven days from the date of issue of Indents as and when required during the year 2010-2011. All supplies should be delivered to Godown/office as instructed as per accepted samples in bulks and not in pieces.
5. No changes shall be made in the Tender Form. Rates shall be quoted for items and make/types measures etc. mention in the Tender Form otherwise the rate shall not be considered.
6. Any corrections in the rate shall be properly initialed.
7. Samples for the items of asterisk marks shall be produced before the undersigned duly labeled with the Suppliers name and marked. Samples for the year 2011-2012 as required _____ at 12 a.m. should be handed over to the Store Keeper and receipt for the same be obtained. The rates of the asterisk articles shall not be considered unless supported by samples.

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8. In case any tenderer is unable to supply the stores within seven days from the date of issue of Indents the undersigned shall make purchase of stores from the tenderer or from open market and the difference of the cost thus incurred shall be deducted from the Security Deposit of the tenderer. In the event of the Security Money failing short of such difference the tenderer shall be liable to make good the balance.
9. The tenderer who's tender shall be accepted for the said year shall not be entitled to resign in the said year. In case of unavoidable resignation of the tenderer he shall have to forego his Security Deposit and shall be liable to extra expenditure for the purchase of the stores that had to be incurred by the Municipality. Further the undersigned reserves the right to take action as he deems fit at any time.
10. Bleaching Powders supplied against the Indents if later at any time found to have less than 30% of Chlorine on examination/inspection will be returned to the suppliers during the year for the replacement. Phenyl and all other stores also supplied against the Indents if later found at any time to be the inferior quality and if not to the satisfaction of the undersigned the unused Phenyl and all other stores shall be returned to the supplier during the year for the replacement. In case the suppliers fail to replace the goods within seven days of the return of articles the total amount shall be deducted from their bills and the goods shall be purchased at the open market and the difference in the prices thereof shall be realized from the suppliers.
11. Prices fixed by the Govt. for the controlled and essential articles should be quoted and the remarks to this effect should be furnished against such items. The suppliers shall be responsible for any omission for not quoting the controlled prices.
12. The tenderers shall endorse a 'Certificate' in the forwarding letter of the Tender to the effect 'Certificated that the terms & conditions as laid down in the Tender Notice are accepted by me/us in total'. The tender without this certificate shall not be accepted.
13. Tenders submitted in forms other than the prescribed forms obtained from the office shall not be accepted.
14. Rates shall be inclusive of all taxes like sales Tax etc.
15. The undersigned do not bind him to accept the lowest or any tender.
16. The undersigned reserves the right to accept or reject any tender without assigning any reason thereof.

**Chairman,
Board of Administrators,
Kurseong Municipality.**

KURSEONG MUNICIPALITY
KURSEONG

Sealed Tenders / Quotations are hereby invited by the undersigned from the different General Suppliers of Hardware Merchants for supply Store of Hardware's Items to this Kurseong Municipality for the year 2011–2012.

The Tender / Quotations forms can be purchased from the office of Kurseong Municipality on payment of Rs. 100/- as the cost of the form. The last date of purchase is up to _____ at the office hour.

The rates quoted for supply of assorted items should be inclusive of all taxes admissible and should be free of any cost thereof for delivery up to Municipal Office.

Details of Terms & Conditions of Tender / Quotation Form can be obtained from the Office of Kurseong Municipality during the working hours of office.

Chairman,
Board of Administrators,
Kurseong Municipality.

Memo No. _____

Dated, Kurseong the _____

Copy to:-

1. General Orders Suppliers of Hardware Items– for their information
2. The Sub-Divisional Magistrate, Kurseong.
3. The Station Master, Railway Station, Kurseong.
4. The Post Master, Kurseong Post Office, Kurseong.
5. The Principal, Darjeeling Polytechnic Institute, Kurseong.
6. The Assistant Engineer, P.W.D. Office, Kurseong.
7. Office Notice Board.

With a request for displaying the notice in the office Notice Board for wide publication.

Chairman,
Board of Administrators,
Kurseong Municipality.