

## TENDER NOTICE

**Directorate General, CRPF Block No. 1, CGO Complex, Lodhi Road, New Delhi-03**  
**(Ministry of Home Affairs, Govt of India) (Tel No/Fax. 011-24364437)**

No.L.VII-1/2019-20-Adm-Q (GPE Disc)

Dated, the 18 Oct.' 2019

Director General, CRPF New Delhi, for and on behalf of the President of India invites Online tenders under Single bid system from reputed firms engaged for purchase of the DG's Special Commendation Disc. at this Directorate General.

<b>Tender No.</b>	<b>Description of stores</b>	<b>Qty</b>	<b>Specification</b>	<b>EMD (Rs)</b>	<b>Critical Dates</b>
No.L.VII-1/2019-20-Adm-Q (GPE Disc) Dated... /10/2019	DG's Special Commendation Disc.	As per Appendix – 'A'		18,000/- (Rs Eighteen Thousand) only	a) Time & date of receipt of tender online/ offline:- 19/11/2019 at 1100 Hrs. b) Time & date of opening of tender online/offline:- on or after 1130 Hrs on 19/11/2019

2. Bids will be accepted only online at e-procurement web site [http://eprocure, Gov.in/ eprocure /app\(CPPP\)](http://eprocure.Gov.in/). (Certain documents are required to be submitted in original as per clause 19 of schedule-I to tender enquiry.

3. All relevant details, including specification, terms & conditions etc are available on e-procurement website [http://eprocure. Gov.in/ eprocure/app.\(CPMP\)](http://eprocure.Gov.in/), same may be downloaded by the bidders. Details can also be seen at CRPF website [www.crfp.nic.in/tender-Notices](http://www.crfp.nic.in/tender-Notices) htm.

4. For any changes in Tender Enquiry/ specifications etc, renderers are requested to visit the CRPF/CPMP web sites regularly.

5. Date of availability of tender on CPMP: ...../10/2019

6. In case of any problem please contact on the following telephone numbers:-  
Tel No./Fax No. 01124264437

Sd/- 18/10/2019

**DIGP (Adm) Dte, Genl.**

**For and on behalf of the president of India**

CC :-

The DIGP (IT), Dte Genl, CRPF, New Delhi along with soft copy of complete tender enquiry for publication of CRPF web site.

**INVITATION TO TENDER**  
**GOVERNMENT OF INDIA**  
**(Ministry of Home Affairs)**  
**DIRECTORATE GENERAL**  
**CENTRAL RESERVE POLICE FORCE**  
**CGO COMPLEX, LODHI ROAD, NEW DELHI - 03**  
**Tele/Fax : 011-24364437**

No.L.VII-1/2019-20-Adm -Q (GPE Disc)

Dated the 18 Oct.'2019

To

Dear Sir,

1 On behalf of the President of India, I invite you to tender online bids for DG's Special Commendation Disc.

2 The conditions of contract which will govern any contract made are contained in pamphlet No. DGS&D-68 entitled "Conditions of contract governing contracts, placed by the Central Purchase Organizations of Government of India as amended up to **31-12-91** and those contained in the pamphlet No. DGS&D-229 and DGS&D Manual containing various instructions to tenderers quoting against the tender enquiry issued by the DGS&D read with the amendments enclosed with this tender enquiry. Any special conditions attached to this invitation to tender will also form part of the conditions.

3 The above pamphlets and the lists of corrections thereto can be obtained on payment from the under mentioned officers:-

- a) The Manager of Publications, Civil Lines, Delhi.
- b) The Superintendent, Government Printing & Stationary, Allahabad, U.P.
- c) The Superintendent, Government Printing & Stationary, Mumbai.
- d) The Superintendent, Government Printing, Gulzargbag, Patna. Bihar.
- e) DGS&D, New Delhi and its Regional Offices at Mumbai, Chennai, Kolkata and Kanpur.
- f) Government of India Book Depot, 8-Hastings Street, Kolkata.

4 If you are in a position to supply of DG's Special Commendation Disc. in accordance with the requirements stated in the attached schedule to tender, all documents attached herewith should be fully filled in signed and submitted through e-Procurement site <http://eprocure.gov.in/eprocure/app>. Documents should also be submitted through e-Procurement site <http://eprocure.gov.in/eprocure/app>, failing which your tender will be liable to be ignored, and will not be considered.

5 This tender is not transferable.

Thanking you

Yours faithfully

Sd/- 18/10/2019  
DIGP (Adm) Dte Genl,  
For and on behalf of the President of India.

**SCHEDULE TO TENDER**

GOVERNMENT OF INDIA

(Ministry of Home Affairs)

DIRECTORATE GENERAL

CENTRAL RESERVE POLICE FORCE

CGO COMPLEX, LODHI ROAD, NEW DELHI - 03

Tele/Fax: 011-24364437

Tender Enquiry No	:	No.L.VII-1/2019-20-Adm-Q (GPE Disc) Dated 18/10/2019.
Time and date of receipt of online/offline tender	:	By 1100 Hrs on 19/11/2019
Time and date for online opening of online/offline tender	:	At 1130 Hrs on 19/11/2019
Validity of offer	:	The tender shall remain open for acceptance till 180 days from the date of opening.

Tenderers are advised to go through the Earnest Money, Payment terms and sample of DG's Special Commendation Disc of this Tender enquiry carefully before filling the Tender.

Tender No	Description of stores	Qty in No.	Specification	EMD ( Rs)	Critical Dates
No.L.VII-1/2019-20-Adm-Q (GPE Disc) dated ...../10/2019	DG's Special Commendation Disc.	As per Appendix-"A"		18,000/- (Rs Eighteen Thousand) only (Valid up to 225 Days from the date of opening )	a) Time & date of receipt of tender online /offline:- <b>on 19/11/2019 at 1100 Hrs.</b> b) Time & date of opening of tender online /offline :- On or after 1130 Hrs <b>on 19/11/2019</b>

All Tender documents attached with this invitation to tender for considering any offer as complete offer. **It is therefore important that Tender Acceptance Letter which is a written undertaking that all the terms and condition of the tender are understood and accepted should be signed and submitted through e-Procurement site <http://eprocure.gov.in/eprocure/app>.**

All firms who are not specifically registered for required arrangement/ service as per tender enquiry with DGS&D or with NSIC, are required to submit Earnest Money as mentioned above along with their offer as per instructions to bidders for e-Submission of bids. Registration with any other organization will not exempt them from depositing Earnest Money. As per Government policy, PSUs are also not exempted from depositing Earnest Money Deposit.

1	Purchaser	:	The President of India
2	Inspection Authority	:	DG, CRPF, New Delhi
3	Inspection Officer	:	Board of Officers detailed by DG, CRPF.
4	Delivery required by	:	Block No.1 CGO Complex & Block No.7 Sector 1, R.K. Puram of this Directorate General.
5	Dispatch Instructions	:	On successfully Tender item will be supplied immediately.
6	Payment Terms	:	Amount will be made on successfully Tender.
7	Packing & Marking	:	Not applicable.
8	Rate quoted by the firms should be	:	on firm price basis and as per <b>price bid format</b> provided.
10	Firms should quote rates, taxes, as per existing norms.	:	

Contd.....P/2

11	The Head of Department reserve the right to accept or reject any tender or all, at any time without assigning any reason thereof.
12	The submission of the tender shall be taken as the implied acceptance of all terms and conditions stipulated herein.
13	<b>PLACE OF SUBMISSION OF TENDER DOCUMENTS:</b>
	Original documents as per clause 19 duly completed in all respects are to be submitted in the Tender Box (Adm Branch) at Reception-II, Directorate General, CRPF, Block No.1, CGO Complex, Lodhi Road, New Delhi-03 before specified date and time mentioned in the Schedule to Tender. Non submission of documents offline would result in rejection of bid during online bid opening. Late/ delayed tender shall not be opened and returned in original to the bidder.
14	<b>SAMPLE CLAUSE:-</b> The Firms who technically qualified by the TEC should provide sample as per TE.
15	<b>LAB TEST REPORT:-</b> Applicable.
16	<b>LIQUIDATED DAMAGES:</b> - Applicable.
17	<b>PERFORMANCE SECURITY:-</b>
i)	Performance security Deposit for an amount ranging between 5 to 10 percent of the order value of the contract as may be decided by the competent authority, for the stores of Tender Enquiry will have to be made within 7 days on receipt of order to ensure due performance of the contract. Performance Security will be accepted in the form of an Account payee Demand Draft, Fixed Deposit Receipt from a Commercial Bank, Bank Guarantee from a Commercial bank in an acceptable form in favour of The <b>DIGP (Adm) Directorate General, CRPF, CGO Complex, Lodhi Road, New Delhi</b> payable at SBI CGO Complex, New Delhi. The performance security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations by the firm/ organization Bid security will be refunded to the successful bidder on receipt of performance security.
ii)	Performance security Deposit will be released after completion of all contractual obligations by the firm/ organization.
18	<b>The tenders should be sent in sealed cover super scribed as “QUOTATION FOR PURCHASE OF DG’s Special Commendation Disc to The DIG (Adm), Directorate General, CRPF, CGO Complex, Lodhi Road, New Delhi. TO BE OPEN ON 19/11/2019 at 1130 Hrs.</b>
19	<b><u>SINGLE BID SYSTEM</u></b> All bidders are required to submit their document duly completed in all respect should be sent in sealed cover marked as, <b>“TENDER FOR PURCHASE OF DG’s Special Commendation Disc TO BE OPENED ON 19/11/2019 at 1130 Hrs”</b> to the DIG (Adm), Directorate General, CRPF, CGO Complex, Lodhi Road, New Delhi.
<b>(A)</b>	<b>Documents to be submitted in manually and to be dropped in the Adm Branch Tender Box in sealed envelope :-</b>
i)	Earnest Money (If applicable)
ii)	Tender Acceptance letter signed by tenderer.
iii)	Details of bank account
iv)	Photo copy of GST Registration Certificate
v)	Photo copy of PAN Card
vi)	Copies of balance sheet/profit & loss of last 03 years showing Annual Turn Over
vii)	Performance statement of last 03 years
viii)	Copy of work experience certificate/documents
ix)	Form – 68 A
x)	Questionnaire and List No.1
xi)	Appendix B as check list for Tenderer
xii)	Price Bid quoting rate of item
<b>(B)</b>	<b>Documents to be submitted in scanned copy :-</b>
i)	Scanned copy of earnest money (If applicable)
ii)	Scanned copy of tender acceptance letter signed by tenderer.

iii)	Scanned copy of details of bank account
iv)	Scanned copy of GST Registration Certificate
v)	Scanned copy of PAN Card
vi)	Scanned copy of balance sheet/profit & loss of last 03 years showing Annual Turn Over
vii)	Scanned copy of performance statement of last 03 years
viii)	Scanned copy of work experience certificate/documents
ix)	Scanned copy of Form – 68 A
x)	Scanned copy of questionnaire and List No.1
xi)	Scanned copy of Appendix B as check list for tenderer
xii)	Scanned copy of price bid quoting rate of each item separately
20	Tender Documents are available at <b>CPPP e-Procurement site</b> <a href="http://eprocure.gov.in/eprocure/app">http://eprocure.gov.in/eprocure/app</a> as well as on CRPF website <a href="http://www.crpf.nic.in/">http://www.crpf.nic.in/</a> tender notice. htm which can be downloaded by interested firms free of cost. However bidders are required to submit Tender Fee / EMD as applicable, as per tender document while submitting the bids. The Demand Draft for Tender Fee /EMD should be drawn in favour of <b>DIG (Adm) Dte. Genl, CRPF payable at SBI, Service Branch, New Delhi (Code No.7687)</b> and original should be submitted before opening of the Tender.
21	Tenderers are not permitted to alter or modify their tenders after expiry of the deadline for receipt of tender till the date of validity of tender and if they do so their earnest money will be forfeited.
22	Purchaser reserves the right to increase or decrease the quantity at any stage.
23	After receipt of store at consignee locations: In case inferior quality of stores is supplied the same will be lifted by the firms on their risk and expenses.

Yours faithfully,

Sd/- 18/10/2019  
**DIGP (Adm)Dte. Genl,**  
**For and on behalf of the President of India.**

## CONDITIONS REGARDING DEPOSIT OF EARNEST MONEY.

1. All firms who are not specifically registered with NSIC or DGS&D for the stores for which the offers are invited, are required to deposit EARNEST money equivalent to the amount as mentioned in the Tender Schedule, failing which their offer will be summarily rejected.
2. For claiming exemption from depositing earnest money, the tenderers should be registered with NSIC or DGS&D specifically for the stores with specification as mentioned in Tender schedule. Firms which are not specifically registered for the stores with specification as mentioned in the Tender Schedule, either with DGS&D or with NSIC, shall be treated as unregistered and shall be required to deposit earnest money as above.
3. Similarly firms, who are specifically registered for the stores as per specified Specifications with DGS&D/ NSIC, but with a certain MONETARY LIMIT, will be treated as UNREGISTERED for their value exceeding their monetary limit of registration. Such firms shall be required to deposit proportionate earnest money over and above the monetary limit. In case such firms fail to deposit Earnest Money, their offer for the tender value exceeding their monetary limit is liable to be ignored.
4. The Earnest Money can be deposited in any of the following alternative forms:-
  - (a) An irrevocable Bank Guarantee of any nationalized/Schedules Bank in the attached format.
  - (b) In any other form prescribed in DGS&D-68 (Revised) for submission of security deposit.
5. The earnest money shall be valid and remain deposited with the purchaser for the period of 225 days from the date of tender opening. If the validity of the tender is extended, the validity of the BG/ or any other alternate document submitted in lieu of Earnest money will also be suitably extended by the tenderer, failing which their tender after the expiry of the aforesaid period shall not be considered by the purchaser.
6. No interest shall be payable by the purchaser on the EM deposited by the tenderer.
7. The Earnest Money deposited is liable to be forfeited, if the tenderer withdraws or amends impairs or derogate from the tender in any respect within the period of validity of his tender.
8. The earnest money of the successful tenderer shall be returned after the security Deposit as required in terms of the contract is furnished by the tenderer.
9. If the successful tenderer fails to furnish the security deposit as required in the Contract within the stipulated period, the Earnest Money shall be liable to be forfeited by the purchaser.
10. Money of all the unsuccessful tenderers shall be returned by the purchaser as early as possible after the expiry of bids validity, but not later than 30 days after Placement of contract. Tenderers are advised to send a pre receipt challan along with their bids so that refund of Earnest Money can be made in time.
11. Any tender, where the tenderers is required to deposit Earnest Money in terms of Conditions mentioned in preceding paras, not accompanied with Earnest Money in any one of the approved forms acceptable to the purchaser, shall be rejected.

Yours faithfully

Sd/- 18/10/2019  
DIGP (Adm) Dte.Genl,  
For and on behalf of the President of India.

**Form 68-A**

Tender No. L.VII-1/2019-Adm-Q (GPE Disc)

Dated 18/10/2019

**Full name and address of the Tenderer in addition to Post Box No. if any, should be quoted in all communication to this office.**

Contractor's Telegraphic

address \_\_\_\_\_

Telephone

No. \_\_\_\_\_

Fax No. \_\_\_\_\_

From.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear Sir,

1. I/We hereby offer to supply the stores detailed in the schedule here to or such portion thereof as you may specify in the acceptance of tender at the price given in the said schedule and agree to hold this offer open till \_\_\_\_\_ I/we shall be bound by a communication of acceptance within the prescribed time.

2. I/We have understood the instructions to Tenderers in the booklet DGS&D-229 and conditions of contract in the Form No-68 (Revised) including in the pamphlet entitling conditions of contract governing contracts placed by the Central Purchases Organization of the Government of India read with the amendments annexed herewith and have thoroughly examined the specification drawing and/or pattern quoted in the schedule hereto and am/are fully aware of the nature of the stores required and my/our offer is to supply stores strictly in accordance with the requirements.

**SIGNATURE OF THE TENDERER.**

The following pages have been added to and form part of this tender \_\_\_\_\_

Yours faithfully

(Signature of the Tenderer)

Here paste coupon in case where  
Coupons are supplied to contractors  
on payment

Address \_\_\_\_\_

Dated \_\_\_\_\_

(Signature of the Witness)

Address \_\_\_\_\_

Dated \_\_\_\_\_

### **Instructions for Online Bid Submission**

**Instructions to the Bidders to submit the bids online through' the Central Public Procurement Portal for e Procurement at <http://eprocure.gov.in/eprocure/app>.**

1.	Possession of valid Digital Signature Certificate (DSC) and enrolment/registration of the contractors/bidders on the e-procurement/e-tender portal is a prerequisite for e-tendering.
2.	Bidder should do the enrolment in the e-Procurement site using the "Click here to Enrol" option available on the home page. Portal enrolment is generally free of charge. During enrolment/registration, the bidders should provide the correct/true information including valid email id. All the correspondence shall be made directly with the contractors/bidders through email id provided.
3.	Bidder need to login to the site through' their user ID/ password chosen during enrolment/registration.
4.	Then the Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by SIFY/TCS/nCode/ eMudra or any Certifying Authority recognized by CCA India on eToken/Smart Card, should be registered.
5.	The DSC that is registered only should be used by the bidder and should ensure safety of the same.
6.	Contractor/Bidder may go through the tenders published on the site and download the required tender documents/schedules for the tenders he/she is interested.
7.	After downloading / getting the tender document/schedules, the Bidder should go thro' them carefully and then submit the documents as asked, otherwise bid will be rejected.
8.	If there are any clarifications, this may be obtained online thro' the tender site, or thro' the contact details. Bidder should take into account the corrigendum published before submitting the bids online.
9.	Bidder then logs in to the site through the secured log in by giving the user id/password chosen during enrolment/registration and then by giving the password of the eToken/Smart Card to access DSC.
10.	Bidder selects the tender which he/she is interested in by using the search option & then moves it to the 'my tenders' folder.
11.	From my tender folder, he selects the tender to view all the details indicated.
12.	It is construed that the bidder has read all the terms and conditions before submitting their offer. Bidder should go through the tender schedules carefully and upload the documents as asked; otherwise, the bid will be rejected.
13.	Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF/xls/rar/zip/dwf formats. If there is more than one document, they can be clubbed together and can be provided in the requested format. Each document to be uploaded through online for the tenders should be less than 2 MB. If any document is more than 2MB, it can be reduced through zip/ rar and the same can be uploaded, if permitted. Bidders Bid documents may be scanned with 100 dpi with black and white option. However of the file size is less than 1 MB the transaction uploading time will be very fast.
14.	If there are any clarifications, this may be obtained through the site, or during the pre-bid meeting if any. Bidder should take into account the corrigendum published from time to time before submitting the online bids.
15.	The Bidders can update well in advance, the documents such as certificates, annual report details etc., under My Space option and these can be selected as per tender requirements and then send along with bid documents during bid submission. This will facilitate the bid submission process faster by reducing upload time of bids.
16.	Bidder should submit the Tender Fee/ EMD as specified in the tender. The original should be posted/couriered/given in person to the Tender Inviting Authority, within the bid submission due date & time for the tender. Scanned copy of the instrument should be uploaded as part of the offer.
17.	While submitting the bids online, the bidder reads the terms & conditions and accepts the same to proceed further to submit the bid packets.



18.	The bidder has to select the payment option as offline to pay the Tender FEE/EMD as applicable and enter details of the instruments.
19.	The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise submitted bid will not be acceptable.
20.	The bidder has to digitally sign and upload the required bid documents one by one as indicated. Bidders to note that the very act of using DSC for downloading the bids and uploading their offers shall be deemed to be a confirmation that they have read all sections and pages of the bid document including General conditions of contract without any exception and have understood the entire document and are clear about the requirements of the tender requirements.
21.	The bidder has to upload the relevant files required as indicated in the cover content. In case of any irrelevant files, the bid will be rejected.
22.	The bidders are requested to submit the bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission end date & time (as per Server System Clock). The TIA will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders at the eleventh hour.
23.	After the bid submission (i.e. after Clicking "Freeze Bid Submission" in the portal), the acknowledgement number, given by the system should be printed by the bidder and kept as a record of evidence for online submission of bid for the particular tender and will also act as an entry pass to participate in the bid opening date.
24.	The time settings fixed in the server side & displayed at the top of the tender site, will be valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system. The bidders should follow this time during bid submission.
25.	All the data being entered by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered will not viewable by unauthorized persons during bid submission & not be viewable by any one until the time of bid opening.
26.	Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
27.	The confidentiality of the bids is maintained since the secured Socket Layer 128 bit encryption technology is used. Data storage encryption of sensitive fields is done.
28.	The bidder should logout of the tendering system using the normal logout option available at the top right hand corner and not by selecting the (X) exit option in the browser.
29.	For any queries regarding e-tendering process, the bidders are requested to contact as provided in the tender document. Parallely for any further queries, the bidders are asked to contact over phone: 1-800-3070-2232& 91-7878007972/73 or send a mail over to – <a href="mailto:cppp-nic@nic.in">cppp-nic@nic.in</a> .

SIGNATURE OF TENDERER

## IMPORTANT INSTRUCTIONS

1. **OPTION CLAUSE:**
  - a) The purchaser reserves the right to place order on the successful tender for additional quantity up to 25% of the quantity offered by them at the rates quoted at the time of placement of contract or during the currency of the contract as per clause 31 of form DGS&D.
  - b) The purchaser reserves the right to place order on the next higher successful firms if the firms quoting lower rates do not meet the whole demand due to their limited capacity/Monitory limit/Offer etc.
2. (a) **ADVANCE SAMPLE: - required.**  
(b) **TENDER SAMPLE: - required.**
3. The contract to be concluded will be governed by condition of contract contained in form No DGS&d-68 (revised) as amended up to 31-12-91 and those contained in pamphlet No DGS&D-229.
4. **GUARANTEE/ WARRANTY: -**
5. In the event of contract being cancelled for any breach committed and the cost of the contractor, the purchaser is not bound to accept the lower offer of Benami or allied or sister concern of the contractor.
6. Those firms, who are not specifically registered for the items as per schedule to tender should submit the following along with their quotation, failing which their offer will be ignored:
  - i) Name and full address of the banker.
  - ii) Performance Statement (in triplicate).
8. Price be quoted both in words as well as in figures.
9. Tenderes who are past suppliers of the item as per T/E Specification should submit their performance statement in enclosed Performa. In case, it is found that information furnished is incomplete or incorrect, their tender will be liable to be ignored.
10. Tenderers who are registered with DGS&D/NSIC for this particular item should submit the photocopy of registration certificate with all subsequent amendments.
11. **EXCISE DUTY**

Prices should be quoted as per Price bid format provided along with the tender document at eProcurement site <http://eprocure.gov.in/eprocure/app>.

SIGNATURE OF TENDERER

## Annexure – I

1. The following amendments may be carried out in the pamphlet entitled conditions on contract governing the contracts placed by Central Purchase Organization of Government of India 1991 edition bearing Symbol DGS&D-39 Form No. DGS&D Form No. DGS&D-68 (Revised).

1.1 The definition of “Government” provided in clause 1 (f) page 2 of DGS&D Conditions of Contract may be amended as under:-“Government” means the Central Government.

1.2 The definition of Secretary in clause 1 (k) page 3 of DGS&D Conditions of Contract may be modified as under: “Secretary” means Secretary of Min. of Home Affairs for the time being in administrative charge of the subject matter of contract and includes Additional Secretary, Special Secretary, Joint Secretary, or Director or Dy. Secy. In such Ministry, D.G., Addl. DG, IGP (Prov), DIG (Prov) Asstt. Directorate (A/Cs) of CRPF and every other officer authorized for the time being to execute contracts relating to purchase and supply of stores on behalf of the President of India.

1.3 Under Clause 2(c) page 5 of DGS&D conditions of contract, the word “Director General of Supplies and Disposals or heads of his concerned regional offices” may be replaced by IGP (Prov) CRPF.

1.4 Clause 24 i.e. Arbitration:-

For: The existing entries.

Read: Arbitration.

In the event of any question, dispute or difference arising under these conditions or any special conditions of contract, or in connection with this contract (Except as to any matters, the decision of which is specifically provided for by these or the special conditions), the same shall be referred to the sole arbitration of an officer in the Min. of law, appointed to be arbitrator by Director General CRPF. It will be no objection that the arbitrator is a Government servant that he had to deal with the matters to which the contract relates or that in the course of his duties as a government servant he has expressed views on all or any of the matters in dispute or difference. The award of the arbitrator shall be final and binding on the parties to this contract, it is term of this contract that:-

a. If the arbitrator be a person appointed by the DG CRPF:- In the event of his dying, neglecting or refusing to act, or resigning or being unable to act, for any reason or his award being set aside by the court for any reason, it shall be lawful for Secretary, Min. of Home Affairs either to proceed with the reference himself or to appoint another person as Arbitrator in place of the outgoing Arbitrator in every such case, it shall be lawful for the DG CRPF in place of the outgoing Arbitrator, as the case may be to act on record of the proceeding as then taken in arbitration, or to commence the proceedings denovo as he may at his discretion decide.

b. It is further a term of this contract that no person other than the person appointed by him should act as Arbitrator and that if for any reason that is not possible, the matter is not to be referred to arbitration at all.

c. The arbitrator may with the consent of all the parties to the contract enlarge the time from time to time for making and publishing the award.

d. Upon every and any such reference, the assessment of the cost incidental to the reference and award respectively shall be in the discretion of the Arbitrator.

e. Subject as aforesaid, the Arbitration Act, 1940 and the rules there under and any statutory modification thereof for the time being in force shall be deemed to apply the arbitration proceedings under this clause.

f. The venue of arbitration shall be the place where the contract is concluded or such other place as the DG CRPF at his discretion may determine.

g. In this clause the expression the DG CRPF means the DG CRPF of the Ministry of Home Affairs for the time being and includes, if there be no DG, the Officer who is for the time being the administrative head of the CRPF, whether in addition to other functions or otherwise.

1.5 Similarly, the reference to DGS&D wherever appearing may be suitably modified.

SIGNATURE OF TENDERER

## QUESTIONNAIRE

(Please Mark  in appropriate Box and fill the answer correctly. Tenders leaving the box unmarked and questionnaire unanswered shall be rejected)

1. Name and address of Contractor \_\_\_\_\_
2. a) Whether registered with DGS&D for subject store.  
YES NO
- b) If yes, Monetary limit (Enclose Photocopy Rs. (Lakh) (Without Limit) of Regn. Certificate)
- c) Validity Date
3. a) Whether registered with NSIC for subject stores.  
YES NO
- b) If yes, Monetary limit Rs. (Enclose Photocopy of Regn. Certificate) (Lakh) (Without Limit)
- c) Validity Date
4. Whether you agree to submit advance sample if called upon to do so within specified period of 21 days.  
YES NO
5. Whether past supplier of subject store to DGS&D or Min. of Home Affairs during the last 3 years. (If yes, submit performance report in enclosed proforma)  
YES NO
6. Terms of delivery: **Free delivery at consignee's locations**  
YES NO
7. a) Whether Excise Duty Extra: **To be mentioned in Price Bid.**  
b) If extra, rate of excise duty:  
Assemble Value Rs.
8. a) Delivery period in months from \_\_\_\_\_ date of placement of order / approval of Advance Sample \_\_\_\_\_ Month.  
b) Monthly rate of supply \_\_\_\_\_
9. a) Whether stored fully conforms to tender schedule specifications in all respects.  
YES NO
- b) If answer to 11(a) is No. Indicate the details of deviation in separate sheet.
10. Acceptance to conditions of contract as contained in DGS&D-68 (Revised) amended up to 31.12.91 and those contained in Pamphlet No. DGS&D-229 read with Annexure attached.  
YES NO
11. Have you enclosed required EMD  
YES NO

12. Do you accept tolerance clause.

YES

NO

Signature of the Tenderer \_\_\_\_\_

Name in Block Letters \_\_\_\_\_

Capacity in which Tender signed \_\_\_\_\_

Full Address. \_\_\_\_\_

\_\_\_\_\_

**LIST NO-1**

**TENDERERS SHOULD FURNISH SPECIFIC ANSWERS TO ALL THE QUESTIONS GIVEN BELOW. TENDERERS MAY PLEASE NOTE THAT IF THE ANSWER SO FURNISHED ARE NOT CLEAR AND / OR ARE EVASIVE, THE TENDER WILL BE LIABLE TO BE IGNORED.**

1.	TENDER No	
2.	Whether the stores offered fully conform to the technical particulars and specification drawings, specified by the purchaser in the schedule to tender. If not, mention here details of deviations.	
3.	Brand of store offered.	
4.	Name and address of manufacturer.	
5.	Station of manufacture.	
6.	Please confirm that you have offered packing as per tender enquiry requirements. If not indicate deviations	
7.	Gross weight of consignment (Net weight of each item)	
8.	What is your permanent Income Tax A/C No.	
9.	Status.	
	a) Indicate whether you are LSU or SSI	
	b) Are you registered with DGS&D for the item quoted ? If so, indicate whether there is any monetary limit on registration.	
	c) If you are a small scale unit registered with NSIC under Single Point Registration scheme, whether there is any monetary limit.	
	d) In case you are registered with NSIC under Single Point Registration Scheme for the item quoted, confirm whether you have attached a photocopy of the registration certificate indicating the items for which you are registered.	
	a) If you are not registered either with NSIC or with DGS&D, please state whether you are registered with Directorate of Industries of State Government concerned.	
	b) If so, confirm whether you have attached a copy of the certificate issued by Director of Industry.	
10.	Please indicate name & full address of your banker :	
11.	Business name and constitution of the firm registered under:	
	i) The Indian Companies Act 1956,	
	ii) The Indian Partnership Act 1932 (Please also give name of partners)	
	iii) Any Act; if not, who are the owners. (Please give full names and address.)	

	Whether the tendering firm is/are:-	
	1. Manufacturer	
	2. Manufacturer's authorized agents	
	3. Holders in stock of the stores tendered for.	
	<b>N.B.: If manufacturer's agents please enclose with tender the copy of manufacturer's authorization on properly stamped paper, duly attested by a Notary Public.</b>	
12.	If stores offered are manufactured in India, please state whether all raw materials components etc. used in their manufacture are also produced in India. If not give details of materials components etc, that are imported and their breakup of the indigenous and imported components together with their value and proportion it bears to the total value of the store.	
13.	State whether raw materials are held in stock sufficient for the manufacture of the stores.	
14.	Please indicate the stock in hand at present time:-	
	1. Held by you against this enquiry.	
	2. Held by M/s. _____ over which you have secured an option.	
15.	Do you agree to sole arbitration by an officer of Ministry of Law, appointed by the Secretary, Ministry of Home Affairs or by some other person appointed by him as provided in clause 24 of the general conditions of contract form DGS&D-68 (Revised). (Your acceptance or non-acceptance of this clause will not influence the decision of the tender. It should, however, be noted that an omission to answer the above question will be deemed as an acceptance of the clause.)	
16.	For partnership firms state whether they are registered or not registered under Indian Partnership Act, 1932. Should the answer to this question by a partnership firm be in the affirmative, please state further :-	
	1. Whether by the partnership agreement, authority to refer disputes concerning the business of the partnership to arbitration has been conferred on the partner who has signed the tender.	
	2. If the answer to (1) is in the negative, whether there is any general power of attorney executed by all the partners of the firm authorizing the partner who has signed the tender to refer disputes concerning business of the partnership to arbitration.	
	3. If the answer to either (1) or (2) is in the affirmative furnish a copy of either the partnership agreement or the general power of attorney as the case may be.	
17.	<b>N.B.</b> 1. Please attach to the tender a copy of either document on which reliance is placed for authority of partners of the partner signing the tender to refer disputes to arbitration. The copy should be attested by a Notary Public or its execution should be admitted by Affidavit on a properly stamped paper by all the partners. 2. Whether authority to refer disputes to arbitration has not been given to the partner signing the tender the tenders must be signed by every partner of the firm	
18.	Here state specifically.	
	1. Whether the price tendered by you is to the best of your knowledge and belief, not more than the price usually charged by you for stores of same nature/class or description to any private purchaser either foreign or as well as Govt. purchaser. It not state the reasons thereof. If any, also indicate the margin of difference.	

	2. In respect of indigenous items for which there is a controlled price fixed by law, the price quoted shall not be higher than the controlled price and if the price quoted exceeds the controlled price the reasons thereof should be stated.	
19.	Are you:-	
	1. Holding valid Industrial Licence(s) Registration Certificate under the Industrial Development and Regulation Act, 1981. If so, please give particulars of Industrial income Registration Certificate.	
	2. Exempted from the licensing provisions of the Act, for the manufacture of item quoted against this tender. If so, please quote relevant orders and explain your position.	
	3. Whether you possess the requisite license for manufacture of the stores and/or for the procurement of raw materials belonging to any controlled category required for the manufacture of the store? In the absence of any reply it would be assumed that no license is required for the purpose of raw materials and/or that you possess the required license.	
20.	State whether business dealings with you have been banned by Min/ Deptt. Of Supply/Min. of Home Affairs? :	
21.	Please confirm that you have read all the instructions carefully and have complied with accordingly.	
<p><b>Signature of Witness</b> _____</p> <p>(Full Name and address of witness in Block letters)</p>		<p><b>Signature of Tenderer</b> _____</p> <p>(Full Name and address of the persons signing in Block letters) Whether signing as Proprietor/Partner/Constituted Attorney/duly authorized by the Company</p>

**FORM-7**

**PROFORMA FOR EQUIPMENT AND QUALITY CONTROL**

(This Performa is required to be submitted in triplicate)

1. Tender No. & Date \_\_\_\_\_ for the supply of \_\_\_\_\_
2. Name and Address of the firm :
3. I) Telephone No. Fax/Office/Factory/Works:  
II) Telegraphic address:
4. Location of manufacturing works/Factory. Factories owned by you (Documentary). In case you do not own the factory but utilize the factory of some other firm for the manufacture/ fabrication of the stores for which you apply for registration on lease or other base you should furnish a valid legal agreement of the factory of \_\_\_\_\_ (Here indicate the name of the firm whose factory is being utilized) has been put at your disposal for the manufacture/ fabrication of the stores for which registration has been applied for.
5. Brief description of the factory (e.g. area covered accommodation, departments into which it is divided, laboratory etc.)
6. Details of plant and machinery erected and functioning in each department (Monograms and descriptive pamphlets should be supplied if available).
7. Whether the process of manufacture in factory is carried out with the aid of power or without it.
8. Details and stocks or raw material held (state whether imported or indigenous) against each item. Production capacity of each item with the existing plant and machinery:
  - a) Normal \_\_\_\_\_
  - b) Maximum \_\_\_\_\_
10. Details of arrangements for quality control of products such as laboratory etc.
11.
  - (a) Details of Technical/supervisory staff in charge of production and quality control.
  - (b) Skilled labour employed.
  - (c) Unskilled labour employed.
  - (d) Maximum no. of workers (skilled and unskilled) employed on any day during the 18 months preceding the date of application.
12. Whether stores were tested to any standard specification, if so copies of original test certificate should be submitted in triplicate.

Place \_\_\_\_\_

Date \_\_\_\_\_

**SIGNATURE AND DESIGNATION OF THE TENDERER**

**N.B.:** Details under column 6 to 11 inclusive need to be restricted to the extent they pertain to the item(s) under reference.



**PERFORMA FOR BANK GUARANTEE FOR SUBMITTING EARNEST MONEY**  
**(ON BANKS LETTER HEAD WITH ADHESIVE STAMP)**

To  
THE DIG (ADM), DTE GENERAL,  
C.R.P.F., CGO Complex, Lodhi Road,  
New Delhi. Pin – 110003  
Dear Sir,

In accordance with your invitation to Tender No ..... M/S.  
..... here in after called the Tenderer with the following  
Directors on their Board of Directors/Partners of the firm.

1. \_\_\_\_\_ 2. \_\_\_\_\_  
3. \_\_\_\_\_ 4. \_\_\_\_\_ : wish to  
participate in the said tender enquiry for the supply of \_\_\_\_\_ as a bank  
guarantee against Earnest Money for a sum of Rs. \_\_\_\_\_ (in words)

Valid for 225 days from the date of tender opening viz. up to \_\_\_\_\_ is required  
to be submitted by the Tenderer as condition for the participation, this bank hereby guarantees and  
undertakes during the above said period of 225 days, to immediately pay on demand by  
\_\_\_\_\_ in the amount of \_\_\_\_\_ without any reservation and recourse if,

1. The Tenderer after submitting his tender, modifies the rates or any of the terms and conditions thereof, except with the previous written consent of the purchaser.
2. The Tenderer withdraws the said tender within 180 days after opening of tenders OR
3. The Tenderer having not withdrawn the tender, fails to furnish the contract security deposit imposed for due performance of the contract within the period provided in the general conditions of the contracts.

The guarantee shall be irrevocable and shall remain valid up to \_\_\_\_\_ “  
We \_\_\_\_\_ Lastly undertake ,not to revoke this Bank Guarantee, during its currency  
period except with the previous consent of the Government/Purchaser, in writing .Otherwise ,the  
Guarantee shall remain revoked after 45 days, in case the Government does not present a request , in  
writing to the Bank, with reasons, during the currency period of the Guarantee or 30 days thereafter, to  
extend this guarantee up to such specific date or period as required by the Government/purchaser.”

Signature of the Bank Manager  
With office seal

Full name of the signatory and full address of the bank

Date. \_\_\_\_\_ Signature. \_\_\_\_\_

Place \_\_\_\_\_ Printed Name. \_\_\_\_\_

Witness \_\_\_\_\_ (Designation) \_\_\_\_\_

\_\_\_\_\_  
(Banker's Common Seal)

**PERFORMANCE STATEMENT FOR LAST THREE YEARS**

Name of Firm: \_\_\_\_\_

1. Contract Nos. :
2. Description of Stores :
3. Quantity on order :
4. Value :
5. Original D.P. :
6. Qty. supplied within original D.P. :
7. Final Ext. D.P. :
8. Last supply position. :
9. Reasons for Delay in supplies :  
(if any)

**SIGNATURE OF TENDERER**

**TENDER ACCEPTANCE LETTER**  
**(To be given on Company Letter Head)**

Date:

To,

\_\_\_\_\_  
\_\_\_\_\_

Subject: **Acceptance of Terms & Conditions of Tender.**

Tender Reference No: \_\_\_\_\_ Name of Tender / Work: -

\_\_\_\_\_  
\_\_\_\_\_

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site (s) namely .....as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. \_\_\_\_\_ to \_\_\_\_\_ (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organization too has also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. In case any provisions of this tender are found violated , then your department/ organization shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

**SIGNATURE OF TENDERER**

## DETAILS OF DG's SPECIAL COMMENDATION DISC

Sl/ No.	Name of Items	Specification	Qty. Reqd.
1.	DG's Special Commendation Disc.	Made of brass nickel plated Silver, oval shape size (1 1/2" x 1 1/4" Approx) embossed photo of parliament written Central Reserve Police Force on top and DG Commendation GPE- 2019 on bottom and one steel pin fitted on back side of Disc duly soldering. Thickness 16 gauge approx	9,894 Nos

**Special Instructions for purchase of DG's Special Commendation Disc.**

1	The successful firm will supply of the item immediately.
2	The contractor will be responsible to supply the item as per Appendix 'A' at Block No. 1 CGO Complex Directorate General CRPF.
3	The bills would be submitted on supply of the item.
4	Erasing & overwriting in the quotation/ bill will render the same invalid.
5	The firm whose quotation is accepted, herein after called the contractor to furnish security deposit of Rs.16,500/-and the same will be refunded after expiry of contract.
6	The competent authority of this Directorate General CRPF reserved the right to abandon or terminate the contract at any time without assigning any reason and can stipulate any terms & conditions at any time in contract agreement.
7	Rates quoted for the item Shall also be included all taxes and duties as applicable and cost of transportation of freight etc.
8	The quantity of items can be reduced/ extended as and when is required on requirement basis.
9	The firm shall be responsible for any injury or accident to the person(s) employed by them. This Directorate shall have no liability, financial or otherwise, for any harm/ damage/ injury incurred by the manpower deployed by the contractor in the course of supply the item. Neither the contractor nor his workers shall have any claim on this Directorate for compensation or financial assistance on this account.
10	Over-writing/over-typing or erasing of the figures which render it doubtful or ambiguous are not allowed and shall render the tender invalid.
11	In case the successful bidder backs out and/or fails to supply of the item, the security will be forfeited by the competent authority.
12	In the tender offer, the name/ kind/ size of item would be clearly indicated along with the rates.
13	The firm should quoted PAN No./ Tin No./ Service Tax No./ GST registration Certificates etc.
14	If at any stage, it is found that the performance, quality of flowers is not satisfactory, the contract will be liable to be terminated without any notice and the performance security shall be forfeited.
15	All the tenderers are requested to read/ understand and agree to the terms and condition of the contract as detailed out in the foregoing paragraphs before sending their quotations, as no change or violation of the aforesaid terms & conditions are permissible one the quotation is accepted by the competent authority of this Dte. Genl. CRPF.
16	After the opening of the tender firm will have to come up with samples. The sample approved by the committee. The firms whose samples are approved will be allotted the tender in respect of the prices.

Yours faithfully

Sd/- 18/10/2019

**DIGP (Adm) Dte.Genl,**  
**For and on behalf of the President of India.**

**Check list for tenderer**

(Tenderers should check following requirements for compliance before submission of the tender documents)

<b>Sl. No.</b>	<b>Requirements to be checked by the tenderer before submission of the tender</b>	<b>Compliance (To be indicated with “YES” after Compliance of the requirements)</b>
1.	Tenderers should mention quantity for which they have quoted. This should be mentioned in the covering/ forwarding letter head of the technical bid.	
2.	Whether Tenderers are deposit of required Earnest Money Deposit.	
3.	Tenderers should confirm that their equipment/ products conform to the governing specifications of the quoted stores as per Tender Enquiry.	
4.	Tenderers should mention their monthly manufacturing / supplying capacity.	
5.	Tenderers should mention in the Tender Enquiry that they accept our delivery terms i.e. they agree to supply stores at consignees' locations at freight, risk and cost of the tenderer.	
6.	Tenderers should mention that their offer is valid up to 180 days from the date of opening of the tender.	
7.	Tenderers should mention their Delivery Period clearly.	
8.	Tenderers should mention that they agree to the Tolerance Clause of the Tender Enquiry.	
9.	Tenderers should give their past performance in the specified format given in the Tender documents.	
10.	Tenderers should mention that they agree to the Arbitration clause of the Tender Enquiry.	
11.	Tenderers should mention whether it is a manufacturer of the store (s) quoted or it is the manufacturer's authorized agent. In case of agent, it should submit valid authority letter (s) of their Principal (s) for the stores they have quoted.	
12.	Tender are confirm whether they have attached required Lab test report.	
13.	Tenderers should mention that Business dealing with their firms has not been banned by any Govt/ private agencies.	
14.	Tenderers should ensure that witness has signed at appropriate places of the Tender documents and full name and address of the witness have been mentioned clearly.	
15.	Tenderer should ensure to sign each page of the Tender documents with name, designation, seal and address of the	
16.	If the Tenderer want to mention any specific condition, it should be mentioned on the covering/ forwarding letter only which will be placed on the first page of the technical bid. Such condition mentioned in any other document shall not be given any consideration.	
17.	Tenderers should mention their address for communication with Telephone and Fax Number.	

**SIGNATURE OF THE TENDERER**

**PRICE BID FORMAT**  
**FOR PURCHASE OF DG'S SPECIAL COMMENDATION DISC**

Sl. No	Name of the item	Specification	Basic Rate Per Unit (Rs.)	VAT & other taxes etc. (in %)	Any other charges	Total Amount
1.	DG's Special Commendation Disc.	Made of brass nickel plated Silver, oval shape size (1 1/2" x 1 1/4" Approx) embossed photo of parliament written Central Reserve Police Force on top and DG Commendation GPE- 2019 on bottom and one steel pin fitted on back side of Disc duly soldering. Thickness 16 gauge approx				

Signature of Tenderer\_\_\_\_\_

(Full Name and address of the persons signing in block letters whether signing as Proprietor / Partner/Constituted Attorney/duly authorized by the Company

**Note:-**

Leaving any of the columns blank will be treated as incomplete and unresponsive bid and therefore liable to be rejected.