

No.A.14014/05/2017-Ad.III
Government of India/Bharat Sarkar
Ministry of Home Affairs/Grih Mantralaya

....
New Delhi, dated the 25-05-2017

e-TENDER NOTICE

Sub: **Quotations for providing Commercial Vehicles with labours (Packers & movers) for shifting of Ministry of Home Affairs offices located at NDCC-II Building, Palika Kendra, Jai Singh Road, New Delhi and Jaisalmer House, Manshing Road, New Delhi to Major Dhyan Chand National Stadium, India Gate, New Delhi.**

Dear Tenderers/bidders,

e-Tenders are invited for providing Commercial Vehicles (TATA 407 & TATA 409) along with sufficient number of labours (including material relating to packing of office equipments i.e files and furniture etc.) for shifting of Ministry of Home Affairs' offices located at NDCC-II Building, (Ground floor, first to fifth floor) Palika Kendra, Jai Singh Road, New Delhi and from Jaisalmer House, (Ground floor and First floor), Man Singh Road to Major Dhyan Chand National Stadium (MDCNS) (Ground floor, first floor and Second floor) as and when required basis per trip/round on the following terms and conditions as enclosed.

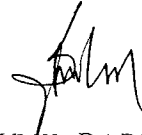
2. The Tender shall be accepted under one bid System. The interested firms have to submit the their Bids online in the prescribed proforma through e-procurement portal i.e. <http://eprocure.gov.on/eprocure/app> only. Tenders sent by any other mode will not be considered and the same will be rejected summarily. All the documents in support of eligibility criteria etc. are also to be scanned and uploaded along with the Tender documents. No tender documents will be accepted after the expiry of stipulated date and time for the purpose under any circumstances what so ever.

3. The Earnest Money Deposit (EMD) of **Rs. 50,000/- (Rupees Fifty thousand only)** in the form of a Demand Draft in favour of the D.D.O., Ministry of Home Affairs, New Delhi, has to be submitted to the Under Secretary (Ad.III), Ministry of Home Affairs (Hall No. 2, Jalebi Chowk, North Block, New Delhi) **from 12.00 noon of 26-05-2017 to 01.00 p.m. of 16-06-2017.** The EMD will be returned to the contractor on completion of contract to the full satisfaction of this Ministry. No interest will be payable on this EMD. The EMD of unsuccessful tenderers would be returned without any interest after finalization of the tenders.

4. The successful tenderer will have to deposit Performance Security Deposit of Rs. 1.00 lakh in the form of Fixed Deposit Receipt (FDR) from a commercial bank made in the name of the Agency/Firm and hypothecated to the DDO (Cash), Ministry of Home Affairs, North Block, New Delhi.

5. All entries in the tender form should be legible and filled clearly. Conditional bids will be rejected summarily. The bidding firm has to give a self certificate to the effect that their firm has neither been blacklisted by any Central Ministry/Department, PSUs etc. nor any criminal case is registered/pending against the firm. The certificate has to be scanned and uploaded alongwith the tender documents.

6. The tender documents can be downloaded from the CPP Portal of Govt. of India i.e. <http://eprocure.gov.in/procure/app> and as well as Ministry's website www.mha.nic.in from **from 12.00 noon of 26-05-2017 to 01.00 p.m. of 16-06-2017.**



(SUNIL BAREJA)
UNDER SECRETARY TO THE GOVT. OF INDIA
TEL.23094956

Copy to:

1. The Caretaker, NDCC-II Building, Jaisalmer House and MDCNS, New Delhi for displaying the copy of the tender inviting tender/quotation for providing Commercial Vehicles in MHA, on the Notice Board in their respective building.

✓ 2. SO (IT Cell) with request to upload the Tender Enquiry on the MHA's Website.

Terms & Conditions

Terms & Conditions for providing Commercial Vehicles with labour (Packers & movers) for shifting of Ministry of Home Affairs offices located at NDCC-II Building, Palika Kendra, Jai Singh Road, New Delhi and Jaisalmer House, Manshing Road, New Delhi to Major Dhyan Chand National Stadium, (MDCNS) New Delhi.

- (i) The firms needs to submitted the following scanned documents alongwith the tender documents:-
- (a) Proof of Registration of Delhi Sales Tax/Delhi Value Added Tax (DVAT) Act 2004 & its no dues Certificates.
 - (b) Proof of Service Tax Registration Certificates and its no dues Certificates.
 - (c) Proof of Income Tax Assessment / Return for the Two Years.
 - (d) Proof of Annual Turn Over for last two years.
 - (e) Experience Certificate in the field from Govt. Offices, if any.
 - (g) Demand Draft for Earnest Money.
 - (f) The tendering firm must indicate their TIN number and PAN number etc. otherwise the tender will not be entertained.
- (ii) The firm will provide sufficient number of Commercial Vehicle (i.e. TATA - 407 and TATA -709) with six labours and packing material on the basis of as and when required. Necessary permission to ply in the area will be provided.
- (ii) The office equipments like furniture, files, computer photocopier, fax etc will required to be shifted from office rooms at NDCC-II Building, Palika Kendra, Jai Singh Road, New Delhi (Ground floor, first to fifth floor) and from Jaisalmer House, Man Singh Road, New Delhi (Ground floor and first floor) to Major Dhyan Chand National Stadium, (Ground floor, first floor and second floor), New Delhi.
- (iii) The Ministry reserves the right to amend or withdraw any of the terms and conditions contained in Tender Document or to reject any quotation as a whole or in part without assigning any reason. Contract can be terminated by this Ministry at any time if the work of the firm is not found satisfactory.
- (v) The representative duly authorized by the tenderers may be present at the time of the opening of the quotations. The representative should carry an authority letter to this effect.
- (vi) The tendering firm must indicate specific details of rates with labours per trip for each type of vehicle as per Annexure 'A' :-
- (a) NDCC-II Building to Major Dhyan Chand National Stadium
 - (b) Jaisalmer House to Major Dhyan Chand National Stadium

(vii) The rates quoted by firms should be valid for the current financial year i.e. upto 31st March, 2018. Payment will be made to the firm after the successful completion of the work.

(viii) Mere quoting lowest rates will not amount to commitment for award of contract. However, the contract will be awarded on merit bases and overall examination of tender bids of the firm. Overwriting/corrections or incomplete (blank) quoting of rate would result in rejection of quotation and shall be not be considered under any circumstances.

(ix) Payment will be made in on satisfactory completion of contract. While submitting the bills for payment for necessary certificate regarding satisfactory performance has to be submitted along with each bill.

(x) All disputes are subject to the jurisdiction of courts in the National Capital Territory of Delhi and Agreement will be governed by and be construed in accordance with the laws of India.



(SUNIL BAREJA)
UNDER SECRETARY TO THE GOVT. OF INDIA
TEL.23094956

ANNEXURE-'A'

PROFORMA FOR FURNISHING INFORMATION/ RATES

S. No.	Particulars	Rate per trip/round		
		Rate	Tax	Total
1.	Vehicle TATA-407 with Driver and also six labour with packing material. (NDCC-II Building, Palika Kendra Jaisingh Road, New Delhi to MDC National Stadium, India Gate, New Delhi.			
2.	Vehicle TATA-407 with Driver and six labour with packing material. Jaisalmer House,(JSH) 26, Manshing Road, to MDC National Stadium, India Gate, New Delhi.			
3.	Vehicle TATA-709 with Driver and also six labour with packing material. (NDCC-II Building, Palika Kendra Jaisingh Road, New Delhi to MDC National Stadium, India Gate, New Delhi.			
4.	Vehicle TATA-709 with Driver and six labour with packing material. Jaisalmer House,(JSH) 26, Manshing Road, to MDC National Stadium, India Gate, New Delhi.			

Note:- Any additional information may please be provided in separate sheet.