

DELHI TRANSPORT CORPORATION
(GOVT. OF N.C.T. OF DELHI)
NEW DELHI-110001

SHORT TENDER NOTICE

Delhi Transport Corporation, (GNCT of Delhi) invites sealed Tenders in 'Two-Bid' system i.e. Part-I - 'Techno- Commercial Bid' and Part-II 'Price-Bid' for supply of One Way Vision Media and Vinyl including Printing, lamination, pasting, and labour chagrs etc. from the manufactures / distributors and suppliers for mounting the same on the DTC buses, BQs and other properties.

The EMD shall be of Rs.25, 000/- in the form of Demand Draft or Pay Order only in favour of CMD, DTC.

- (ii) The Complete Tender document can be purchased by the interested firm(s)/Parties from Delhi Transport Corporation, Room No. 207, Tender Cell, I.P.Estate, New Delhi – 110002 on payment of Rs. 1,000/- DD(in favour of CMD, DTC) or Cash only. The Tender Document can also be downloaded from our Website <http://dtc.nic.in> and cost of tender of Rs. 1,000/- through DD/Cash shall be deposited by the bidder to Tender Cell / Cashier prior to opening of techno commercial bids.

- (iii) Important Dates:

- | | | |
|----|------------------------------------|------------------------|
| A. | Sale of Tender : | 16-8-.2010 |
| B. | Last Date for Purchase of Tender : | 23-8-.2010 |
| C. | Tender closing date : | 24-8-2010 at 1200 hrs. |
| D. | Tender opening date | 24-8-2010 at 1530 hrs. |

For more details, log on to website www.dtc.nic.in. Please feel free to contact Tender Cell for any further queries/assistance at 43508658, 9582948744.

_Chief General Manager

**DELHI TRANSPORT CORPORATION
(GOVT. OF N.C.T. OF DELHI)**

**TENDER FOR THE SUPPLY OF ONE
WAY VISION MEDIA AND VINYL
INCLUDING PRINTING,
LAMINATION, PASTING AND LABOUR
CHARGES ON LOW FLOOR BUSES OF
DTC AND ON THE BUS QUEUE
SHELTERS AND OTHER DTC
PROPERTIES.**

**COST OF TENDER = Rs. 1,000/-.
TEL. NO. : 011-43508658, 9582948744.**

DELHI TRANSPORT CORPORATION
(GOVT. OF N.C.T. OF DELHI)
ROOM NO. 207, TENDER CELL
I.P. ESTATE: N.. D.-2

NON TRANSFERABLE

THE COST OF **NDER FORM** = Rs. **1000/=**
FORM NO. _____

SEAL OF OFFICE.

SIGNATURE OF THE ISSUING OFFICER.

NAME OF THE PARTY IN WHOSE FAVOUR _____
TENDER FORM HAS BEEN ISSUED. _____

Sub ; supply of One Way Vision Media and Vinyl including printing ,
Lamination, pasting, and labour chagrs etc.

TO
THE CHAIRMAN-CUM-MANAGING DIRECTOR,
DELHI TRANSPORT CORPORATION,
I.P. ESATE, NEW DELHI-110002.

DUE ON 24-8-2010
CLOSING TIME -12.00 Hrs

SIR,

I/WE HEREBY SUBMIT OUR TENDER SUPPLY OF ONE WAY VISION
MEDIA AND VINAYL SHEETS INCLUDING PRINTING, PASTING, DISPLAY
AND LABOUR CHARGES, RATES QUOTED ARE AS PER FORMAT DESIGNED
BY DTC AT ANNEXURE -'A'.

I/WE HEREBY AGREED TO ALL THE TERMS & CONDITIONS
STIPULATED BY DTC AND WILL KEEP OUR OFFER OPEN FOR QUOTED
RATES FOR SIX MONTHS FROM THE DAY OF THE AWARD OF RATE
CONTRACT.

EARNEST MONEY OF Rs.25,000/- (RUPEES TWENTY FIVE THOUSAND
ONLY) HAS BEEN DEPOSITED THROUGH DEMAND DRAFT/PAY ORDER
NO. _____ DATED _____ DRAWN
ON _____

SIGNATURE OF THE TENDER

NAME IN BLOCK LETTERS _____
FULL ADDRESS WITH SEAL _____

1. SIGNATURE OF WITNESS _____
(WITH NAME & FULL ADDRESS) _____

PLEASE NOTE

1. THIS FORM SHOULD BE DULY FILLED, SIGNED WITH
OFFICIAL SEAL BY THE
BIDDER.

DELHI TRANSPORT CORPORATION
GOVT. OF N.C.T. DELHI
I.P.ESTATE, NEW DELHI – 110 002.
T.No.43508658, 9582948744.

GENERAL TERMS & CONDITIONS OF TENDER

1. **SCOPE OF WORK :**

Delhi Transport Corporation, GNCT of Delhi invites sealed Tenders in 'Two-Bid' system i.e. Part-I - 'Techno- Commercial Bid' and Part-II 'Price-Bid' for for supply of One Way Vision Media and Vinyl sheets of LG Brand including printing, Lamination, pasting, and labour chagrs etc. from manufacturers, distributors and suppliers for undertaking the publicity of various Government Departments, Autonomous bodies etc. for showcasing the achievements, welfare schemes and other publicity campaigns for display on old buses, low floor buses, air conditioned buses, bus depots, time keeping booths and other properties.

SUBMISSION OF TENDER / BIDDING PROCESS:

The tender forms can be purchased from Room No.207, Tender Cell, DTC Hd.Qrs. on the payment of Rs.1000/-. The tender documents can also be downloaded from DTC website www.dtc.nic.in and the fee of Rs.1000/- shall be deposited alongwith the bid. Non deposit of tender cost may disqualify the tender. Duly filled and signed Tenders should be addressed to Chairman-cum-Managing Director, Delhi Transport Corporation and submitted in Room No.207, Tender Cell, I.P.Estate, New Delhi – 110 002 in sealed cover duly super scribed with (1) Tender for for supply of One Way Vision Media and Vinayl sheets including printing , pasting, display and labour charges. This main outer envelope should contain two separate and sealed envelopes inside – Techno-commercial Bid and Price Bid respectively, also super scribed accordingly. Tender should reach on or before due date i.e on 24-8-2010 by 1200Hrs.

2. The Techno Commercial Bid shall be opened on 24.08.2010 at 1530 hrs. at Room No.207. Bidders may attend the Tender opening proceedings, if they desire so. The Techno Commercial bid not accompanied by EMD of Rs.25, 000/- shall disqualify the tender. Further no interest on EMD is payable. The amount of EMD shall be refunded after award of contract. The "Price Bid" envelopes shall be opened separately for which the date shall be informed to the Techno-commercially qualified short listed bidders later on.
3. The rates should be quoted in figures as well as in words without any cutting and overwriting. The Overwriting or alterations in price bid shall disqualify the tender unless they are legibly attested by the tenderer. The rates are to be quoted for six months and there shall be no enhancement in the rates upto six months from the date of award of rate contract. **The rates to be quoted should in square feet.** If the Bidder withdraws his offer/rates before the period six months, the

earnest money and security deposite as the case may be will be forfeited in full. The decision of the Corporation to this effect shall be final and binding on the tenderer(s).

4. Rates for one way vision media and vinyal sheets of LG Brand shall be quoted separately as per the format of price bid at **Annexure- “A”**. The rates should be including printing, pasting, and display, labour charges and statuartry levy/taxes i.e. service tax etc. The bidder is required to quote one consolidated rate.

5. ELIGIBILITY CRITERIA AND CONTENTS OF BIDS :

a. The Contents of Techno Commercial Bid :

This envelope shall contain:-

- (i) Tender Form including tender terms and conditions as purchased from DTC Tender Cell, duly filled & signed as per the instructions given thereon.
- (ii) EMD of Rs. 25,000/- in the form of Demand Draft / Pay Order Only. No other mode of payment will be acceptable.
- (iii) The documents in support of minimum average annual turn over of Rs.25 lakhs per year for the last three years. This should be certified by the qualified CA firm.
- (iv) The documents in support of registration / licence issued by the respective Govt. department for carring out the said business.
- (v) The document in support of minimum three years experience in the field of supply of one way vision media and Vinyl Sheet and digital printings.

b. The Contents of Price Bid

This envelope should contain only:

Bidders ’’Price – bid’’ only in INR in the format **as per Annexure ‘A.**

6. SECURITY DEPOSIT

(a) The successful bidder is required to deposit **performance security of Rs.1 lakh (Rs.one Lakhs)** in the form of Demand Draft/Pay order drawn on any Nationalised Bank, payable at Delhi, in favour of CMD – DTC, within 10 days from the date of offer letter issued by the DTC. Only after deposit of required performance security amount with DTC, the contract shall be awarded. (In House Publicity Cell, HQ). No interest on the security deposit shall be paid. The rate contract shall be awarded for six months. If the contractor failed to deposit the security deposit within the above stipulated period, DTC reserves its rights to forfeit the EMD amount amount.

(b) No interest will be payable to the tenderer on the Security deposited with the Corporation.

(c) The security amount will remain frozen during the entire contract period of six months and will be released only after successful completion of the contract as per the terms & conditions. All the compensation/ claim or other dues/ liabilities payable by the contractor under the terms or by virtue of this contract/or any other contracts shall be deducted by the Corporation from the security deposit. The amount of security deposit shall be forfeited if the bidder abandons the contract at any time during the contract period of six months. Further, if it is observed at any time during the period of contract that the party has submitted fake/bogus documents in tender to gain the contract then the contract shall be terminated and performance security shall also be forfeited. DTC reserves its right to forfeit performance security on breach of any term even before the termination of contract.

7. On selection of the supplier based on the tender, DTC shall issue rate contract for supply of the said advertisement material including printing, display, and pasting etc. for the period of six months. Before the award of the rate contract the firm has to deposit the Performance security of Rs. 1 Lakh (Rs. one Lakh only) as mentioned in the above said para.
8. The DTC shall issue orders for supply and display of advertisement material on the above approved tender rates and the firm has to supply and display the same on the desired buses/Bus Queue Shelters within the stipulated period in the order/letter. In case of non supply of timely advertisement material and display of the same on the designated DTC properties, a penalty to the tune of 10% of the work cost shall be imposed. After completion of the job, the firm has to supply one set of Photographs of the exhibits displayed in the buses etc, along with the bills.

In case, the work is not completed within the stipulated time limit or has not found up to the mark, DTC shall have the liberty to get it done from any other source and the tenderer shall be liable to compensate for the additional expenditure.

9. The material supplied and displayed by the firm shall have the minimum guarantee of 3 months. The firm has to replace the material on free of cost basis in the event of failure of material within 3 months. The necessary space and the power will be provided by the corporation only for the specific job related to the tender.
10. In case of any dispute, the jurisdiction will be the Law of Court in Union Territory of Delhi.
11. CMD, Delhi Transport Corporation reserves the right to accept or reject any or all tenders without assigning any reason.
12. The payment to the supplier in lieu of an advertisement material supplied and displayed by them shall be made on monthly basis after verification of display area, quality, and rate and after completion of work satisfactorily by the firm. The bill verification shall be made by the Inhouse Publicity Cell or any authorized official of depot/unit in which and advertisement are displayed.
13. The 100% material inspection before printing and after printing of the material to be displayed on DTC properties shall be carried out by the authorized officials of the DTC. The material inspection report shall be

submitted by the authorized official to the Corporation. The firm shall replace the interior quality material if found during inspection stage to its entire satisfaction.

14. **TERMINATION OF CONTRACT ON BREACH.**

A) In case of breach by the contractor of any terms and conditions of the tender, the Chairman-cum-Managing Director or his authorised representative shall have absolute right to terminate the contract without notice to the contractor and forfeit the security deposit. DTC reserves its right to forfeit the security deposit even before the termination of contract on breach of any tender term.

15. **TRANSFER OF AGENCY NOT PERMITTED.**

The contractor shall not assign or transfer the right hereby granted to him to any person or persons, firm or company whosoever.

16. **COUNTER OFFER.**

No counter request/offer will be acceptable to the Corporation once the tender process is initiated.

Delhi Transport Corporation

