

DELHI TRANSPORT CORPORATION

(GOVT. OF N.C.T. OF DELHI)

TENDER FOR THE SUPPLY OF (A) Flex

Backlit- Korean (L.G-/Star) Brand above

700 GSM only) (B) Translite –

U.V.Printing on Yupo paper (C) Flex 300

gsm Frontlit – Korean (Star/LG)

INCLUDING Digital PRINTING, PASTING,

Taxes AND LABOUR CHARGES ON THE

MODERN STAINLESS STEEL BUS QUEUE

SHELTERS AND OTHER DTC

PROPERTIES.

COST OF TENDER = Rs. 1000/-

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 TENDER 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 (A) Flex Backlit- Korean (L.G-/Star) Brand above 700 GSM only) (B) Translite – U.V.Printing on Yupo paper (C) Flex 300 gsm Frontlit – Korean (Star/LG) for BQSs including Digital printing, pasting, Taxes and labour chargs etc.

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

DUE ON 20-9-2010
CLOSING TIME -15.00 Hrs

SIR,

I/WE HEREBY SUBMIT OUR TENDER FOR SUPPLY OF ABOVE MATERIAL FOR BUS QUEUE SHELTERS INCLUDING DIGITAL PRINTING, PASTING, DISPLAY, TAXES 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

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

DELHI TRANSPORT CORPORATION
(GOVT. OF N.C.T. OF 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 supply of :- Supply of (A) Flex Backlit- Korean (L.G-/Star) Brand above 700 GSM only (B) Translite – U.V.Printing on Yupo paper (C) Flex 300 gsm Frontlit – Korean (Star/LG) including Digital printing, pasting, Taxes 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 Bus Queue Shelters, bus depots, time keeping booths and other properties.

2. 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- 110002 in sealed cover duly super scribed with "advertisement material". 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 20-9-2010 by 1500 Hrs.

- 3 The Techno Commercial Bid shall be opened on 20.09.2010 at 1600 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.
- 4 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 deposit 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).

- 5 The price bid format is at Annexure- “A”. The bidder is required to quote one consolidated rate.

6 ELIGIBILITY CRITERIA AND CONTENTS OF BIDS :

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.

The Contents of Price Bid

This envelope should contain only:

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

7. SECURITY DEPOSIT

(a) The successful bidder is required to deposit **performance security of Rs.50,000/- (Rs.Fifty thousand only)** in the form of Demand Draft/Pay order drawn on any Nationalised Bank, payable at Delhi, in favour of CMD – DTC, within 3 days from the date of offer letter issued by the DTC or on the day of offer letter. 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.

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

(c) The security amount will remain freezed 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.

8. 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 or the time the award of the rate contract the firm has to deposit the Performance security of Rs. 50,000/- (Rs.Fifty Thousand only) as mentioned in the above said para.
9. 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.
10. 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.
11. In case of any dispute, the jurisdiction will be the Law of Court in Union Territory of Delhi.
12. CMD, Delhi Transport Corporation reserves the right to accept or reject any or all tenders without assigning any reason.
13. 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.
14. 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.

15. **TERMINATION OF CONTRACT ON BREACH.**

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.

16. **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 whatsoever.

17. **COUNTER OFFER.**

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

Delhi Transport Corporation

PRICE BID FORMAT FOR SUPPLY OF FOLLOWING MATERIAL ON BUS
QUEUE SHELTERS AND OTHER ADVERTISEMENT MEDIA.

<u>S.NO.</u>	<u>DESCRIPTION</u>	<u>RATES</u>
1)	FLEX- Backlit Korean (LG /STAR) above 700 GSM).	- Rate in Rs. Per sq.ft.in word ____ - Rate in Rs. per sq.ft. in figure ____
2)	Traslite – U.V.Printing on Yupo Paper.	- Rate in Rs. per sq.ft.in word ____ - Rate in Rs. Per sq.ft. in figure ____
(3)	Flex 300 gsm Frontlit – Korean (Star/LG).	- Rate in Rs. per sq.ft.in word ____ - Rate in Rs. Per sq.ft. in figure ____

(Rates for the all three above items should be including Supply, digital
Printing, Pasting, labour charges and all Taxes/Govt. levies etc.)

Name of Tenderer.....
Address of Tenderer.....

Note: The rates should be quoted separately for each item in consolidated manner Per Sq. Ft. Further, the rates should be quoted both in figures and words, failing which the tender shall be summarily be rejected unless the overwriting / cutting is attested with official seal.