

SUPREME COURT OF INDIA

Tilak Marg, New Delhi - 110001

ADMN. MATERIALS

F. No. Uniform/1/SCI(AM)

Dated: 21.02.2023

**Last date for submission of Tender: 14.03.2023 upto 03:00 p.m.
at Counter No. 17 (R&I)**

NOTICE INVITING TENDER
FOR SUPPLY OF DIFFERENT TYPES OF FABRICS

Sealed tenders are invited, on the Proforma attached herewith for the supply of following fabrics :-

Sl. No.	Fabric Details	Required Fabric
1.	Raymond – Quality No. 4644-338224, Shade No. 1	1120 mtrs in multiples of 11.2 mtrs
2.	Raymond – Quality No. 4644-338225, Shade No. 1	672 mtrs in multiples of 11.2 mtrs
3.	Raymond - Quality No. I00353-0002 (White Colour)	810 mtrs in multiples of 9 mtrs
4.	Raymond - Quality No. 906400-0019 (White Colour)	432 mtrs in multiples of 4.8 mtrs

The approximate quantity mentioned above in the table may vary at the time of placing the actual order. Interested parties, if they so desire, may contact Branch Officer, Admn. Materials (Maintenance) at Telephone No. 011- 23115864 or personally visit at Registry's Reception Counter No. 17 near PRO Office for any clarification on any working day between 10:30 A.M. and 4:00. P.M. (except Saturdays, Sundays and Holidays).

A. TENDER

1. The tenderer is required to quote its lowest rates as per Annexure-'A' enclosed herewith. Tenders once submitted shall not be allowed to be withdrawn till finalization of the matter.
2. The tender may be sent in three separate sealed envelopes superscribing **(i) Earnest money for the tender for supply of Fabric and (ii) Samples of fabric and (iii) Tender document for Fabric** on the cover of each envelope respectively, by post sufficiently early so as to reach the Registry within date and time, or may be delivered at the Counter No. 17 (R&I).
3. The tenderers are expected to go through all the instructions, terms & conditions and specifications thoroughly, as mentioned in the tender documents. Failing to furnish all information required as per the tender document in any respect will be at the tenderer's risk and may result in rejection of the tender.

4. The tender must be received not later than the date & time specified for submitting the same. In case, the date of submitting the tender is declared as holiday, then the next working day of the Registry will be treated as due date for submission of the Tender.

B. TERMS AND CONDITIONS OF TENDER

5. The rates should be valid for a minimum period of 90 days from the date of opening of tenders. The tenderer shall not be entitled during the said period of 90 days to revoke or cancel its tender or to vary the tender or any terms thereof.
6. The tenderers are required to send their tender along with an EMD of respective amount as mentioned against each type of fabric as detailed below by way of Demand draft drawn in favour of “The Registrar (Admn.), Supreme Court of India” payable at New Delhi as Earnest Money by writing the name of the firm on the reverse side of the Demand Draft. If the firm is exempted from depositing the EMD, a Certificate to this effect has to be submitted along with the tender document.

Type of Fabric	Amount of EMD
Raymond – Quality No. 4644-338224, Shade No. 1	Rs. 14,700/-
Raymond – Quality No. 4644-338225, Shade No. 1	Rs. 8,800/-
Raymond - Quality No. I00353-0002 (White Colour)	Rs. 4300/-
Raymond - Quality No. 906400-0019 (White Colour)	Rs. 2800/-

If any tenderer wants to quote rates for all the types of aforesaid fabrics, the tenderer has to deposit EMD of **Rs. 30,600/- (Rupees Thirty and thousand Six Hundred only)**.

7. Earnest Money Deposit of unsuccessful tenderers would be returned by way of RTGS/NEFT or cheque after the contract has been finally awarded to the successful tenderer. A copy of cancelled cheque is required to facilitate refund of EMD amount(s).
8. Hypothetical / Conditional tenders shall not be entertained. Tender once submitted shall not be allowed to be withdrawn or altered. If the tender is withdrawn or altered by the concerned party at any time after it is submitted, the tenderer may be debarred to participate in the tender process of the Supreme Court of India.
9. The Registry will deal with the tenderer directly and no middle-men/ agents/ commission agents etc. should be asked by the tenderer to represent their cause and they shall not be entertained by the Registry. The Tender Form is not transferable and the agency shall not be permitted to transfer their rights and obligations to any other person/ organization or otherwise.
10. The tenderer is required to quote its lowest rates as per **Annexure ‘A’** enclosed herewith along with samples of respective fabric of the above mentioned specifications mentioning rates, delivery period, discount on bulk purchase, if any and percentage of GST.

11. The tenderer shall quote rates both in figures and words with blue/black ball pen. In case of any discrepancy, the figures mentioned in words shall be considered.
12. The Registry, in its discretion, reserves the right to make any change, at any time, in the terms and conditions of the Notice Inviting Tender and reject or accept any or all the tenders, wholly or partly, without assigning any reason thereof.
13. Over-writing, over-typing or erasing of the figures which render it doubtful or ambiguous are not allowed and shall render the tender invalid.
14. All the pages of tender quotation including the documents submitted therein must be duly signed and stamped failing which the offer shall be liable for rejection.
15. The Registry is not bound to accept the rates submitted by the lowest tenderer or any other tenderer nor does it undertake to assign any reasons for its decision in this matter.
16. The tenderer shall give an undertaking (as per Annexure B) that the Firm/Partners/Director/Proprietor has not been blacklisted and its business dealings with Central/ State Government/ Public Sector units/ Autonomous bodies have not been banned/terminated on the account of poor performance.
17. The Earnest Money / Performance Security deposit shall stand forfeited in case of breach of any of the conditions mentioned herein and if the supply is found unsatisfactory.
18. Each tenderer has to certify that all the terms and conditions are acceptable to him/her.
19. In the first instance, envelopes containing Earnest Money will be opened, thereafter, financial bids shall be opened, after evaluating the samples submitted along with the tenders and the decision of Competent Authority shall be final.

C. TERMS AND CONDITIONS FOR SUCCESSFUL TENDERER

20. The tenderer should specifically state whether rates are inclusive of GST (as applicable) and if the same are not stated, it will be deemed that the rates are inclusive of GST.
21. The successful tenderer shall have to give performance security deposit @ 3% of total amount of the Purchase Order by way of Bank Guarantee / Demand Draft drawn in favour of "The Registrar (Admn.) Supreme Court of India", within one week from the receipt of Purchase Order. The Bank Guarantee/ Demand Draft will be released after 60 days from the date of final bill payment and after satisfactory supply of the items.

22. The material supplied will be inspected by an Inspection Committee comprising of Senior Officers of the Registry and in case the supply is not found strictly in conformity with the approved samples/ specifications, the same will be liable to be rejected and the entire supply will have to be replaced with the quality exactly commensurate with the approved sample at the cost of the tenderer. The decision of the Inspection Committee in this regard shall be final.
23. The time is the essence of the tender. The supply of the item as per the required specifications/samples shall be required to be made **within 75 days** in the Registry (F.O.R. Destination) on receipt of the Purchase Order.
23. The payment will be made only after the full supply is received and accepted as per approved samples/specifications. No part payment or advance payment will be made.
24. The successful tenderer will have to abide by the terms and conditions as may be fixed from time to time by the Registry.
25. Rates quoted shall include costs of commuting, delivery and no separate travelling charges shall be admissible.

D. PENALTIES

26. If delivery is not made within the specified date and time and the Registry is required to make purchase from other dealer(s), the tenderer will be liable to make good the loss in case of higher payments as compared to approved rates and the difference will be deducted from the performance security deposited by the tenderer. The Registry reserves the right to recover loss upto the amount of Performance Security in case the quality is low or in case of deficiency of service.
27. Irrespective of the fact as to whether or not the Registry makes purchases from outside, the Registry may impose penalty upto 1% per week subject to maximum of 10% of the total cost, for delayed delivery, if the delay is due to wilful laches or negligence on the part of tenderer, and if it causes financial loss or inconvenience to the Registry.

E. INVITATION OF TENDER

Interested parties may send their lowest sealed tender in three separate sealed envelopes containing (i) Earnest Money (ii) Samples of the respective fabric and (iii) Tender Document of respective fabric, superscribing **(i) Earnest money for the tender for supply of Uniform Fabric and (ii) Samples of Fabric and (iii) Tender document for Fabric** on the cover of respective envelopes addressed by name to the undersigned by post or may be handed over personally to **Registry's Reception Counter No. 17 (R&I)** on or before **14.03.2023 upto 3.00 P.M.** which will be opened at 4:00 P.M. on the same day by a Committee of Officers constituted for the purpose before the tenderers or their authorised representatives who may wish to remain present. **The tenders received after due date and/or time and/or without Earnest Money and/or without Samples will not be entertained.** In the first instance, envelopes containing Earnest Money will be opened, thereafter, the envelopes containing samples will be opened and if samples of the tenderers are found to be as per requirement, only then the envelopes containing Tender Document will be opened.

sd/-
(Anil Kumar Sharma)
Additional Registrar (AM)

Encls: Proformas (Annexures 'A' & 'B')

Note:- The Registry will remain closed w.e.f. 06.03.2023 to 11.03.2023 on account of Holi Holidays

ANNEXURE 'A'**SUPREME COURT OF INDIA**
ADMN. MATERIALS

F. No. Uniform/1/SCI(AM)

Dated: 21.02.2023

Last date for submission of Tender
is 14.03.2023 upto 03:00 p.m.

PROFORMA**TO BE FILLED BY THE TENDERER WITH REFERENCE TO THE
NOTICE INVITING TENDER FOR SUPPLY OF DIFFERENT TYPES OF FABRIC**

1. Name of the Tenderer :
with Address
2. Name of the Contact Person :
with Telephone/Mobile No./e-mail ID
3. GST Registration Number :
(Copy to be attached)
4. PAN number :
(Copy to be attached)
5. Details of Rates :

Description of Fabric/Items	Rate per meter/ per unit, in Rs. (without GST)		GST%
	In figures	In words	
Raymond – Quality No. 4644-338224, Shade No. 1			
Raymond – Quality No. 4644-338225, Shade No. 1			
Raymond - Quality No. I00353-0002 (White Colour)			
Raymond - Quality No. 906400-0019 (White Colour)			

6. Whether EMD enclosed :DD No._____ Dt._____
7. Whether all the terms & conditions of
NIT are acceptable: :
8. Guarantee/warranty period :
9. Discount on bulk purchase (if any) :

10. Delivery Schedule

(a) Time to be taken for supply

:

(b) F.O.R.

:

Supreme Court Registry

Dated:-

Signature with date and rubber
Stamp of the tenderer

ANNEXURE 'B'UNDERTAKING

I/We undertake that _____ (Name of the Firm / Proprietor/ Company/ Director) has not been blacklisted/banned by any Central/ State Government/ Public Sector Units/ Autonomous Bodies.

Date:

Place:

Signature of the authorised
signatory of the firm/company/
organisation/Official Stamp/Seal