



सरदार वल्लभभाई पटेल राष्ट्रीय पुलिस अकादमी  
SARDAR VALLABHBHAI PATEL NATIONAL POLICE ACADEMY  
(भारत सरकार : गृह मंत्रालय)  
(Government of India : Ministry of Home Affairs)  
हैदराबाद - 500 052, Hyderabad - 500 052.

No. 34011/28/2015-16/HS-Misc

Dated, the 24 Feb 2016

**NOTICE INVITING TENDER**

To

As per list Attached

Sub: Tender Enquiry Notice for supply of crockery items for SOs/ IPS Mess of SVP NPA Hyderabad - Request for furnishing quotation - Reg.

Sardar Vallabhbhai Patel National Police Academy, Hyderabad is the premier Police Training Institution of our country, intends to purchase following crockery items for the SOs/ IPS Mess of the Academy :-

S/No	Description	Specifications	Qty required
1)	Full plate	<ul style="list-style-type: none"><li>• Full pate of bone china</li><li>• Fine quality white color with thin golden color ring and NPA logo</li><li>•</li></ul>	450 Pcs
2)	Quarter plate	<ul style="list-style-type: none"><li>• Quarter late of bone china</li><li>• Fine quality white color with thin golden color ring and NPA logo</li><li>•</li></ul>	450 Pcs
3)	Spoon, Knife, fork and tea spoons	<ul style="list-style-type: none"><li>• High quality stainless steel set of rice eating spoon, knife, fork &amp; tea spoon with golden strips and NPA logo.</li></ul>	400 Nos
4)	Milk Mug	<ul style="list-style-type: none"><li>• Milk Mug bone china fine quality white color with thin golden color ring and NPA logo.</li></ul>	300 Nos
5)	Dal Bowl	<ul style="list-style-type: none"><li>• Dal bowl bone china fine quality white color with thin golden color ring and NPA logo.</li></ul>	500 Nos
6)	Cutlery set	<ul style="list-style-type: none"><li>• High quality stainless steel cutlery set with NPA logo.</li></ul>	50 Sets
7)	Tea set	<ul style="list-style-type: none"><li>• Tea set bone china fine quality white color with thick golden color ring and NPA logo.</li><li>•</li></ul>	40 Sets
8)	Dinner set	<ul style="list-style-type: none"><li>• Dinner set bone china fine quality white color with thick golden color ring and NPA logo.</li></ul>	25 Sets

Above items should be as per our sample, interested supplier should check the sample kept at QM Section of NPA before bidding. As such, parties interested in supplying the above mentioned items, may submit their quotation in a sealed cover, subject to acceptance of the below mentioned terms and conditions.

### Terms and Conditions

- 1) The quotation should be strictly as per the format prescribed in the NIT. In case of deviation the offer will be rejected
- 2) **Documents required to be submitted** :- The firm must enclose the following documents with technical bid :-
  - i) Copy of firm's registration certificate
  - ii) Delivery / installation term
  - iii) Copy of Pan Card of the firm
  - iv) Copy of at least one previous work order of same nature / Amount of work as proposed in this work.
- 3) **Earnest Money Deposit (EMD)** :- The Bid as the enclosed format containing the specifications and other information, shall be enclosed with Earnest Money Deposit of Rs 20,000/- ( Twenty thousand ) only in the form of Demand Draft drawn in favour of 'The Director, S.V.P. National Police Academy, Hyderabad'. Offers received without the prescribed EMD, will be rejected summarily.

No interest will be paid on Earnest Money Deposit. EMD of unsuccessful tenderers will be returned in due course of time. If the quotation is accepted and the contracted firm fails to undertake the supply contract, their EMD will be forfeited without any further notice. The tender will not be entertained if submitted without E.M.D
- 4) **Delivery schedule** :- Delivery should be completed within 15 days from the date of receipt of work order from the Academy.
- 5) **Price, tax and other charges**:- The Bid as per enclosed format shall comprise the price component indicating the unit price excluding taxes. The unit price thereof shall not be overwritten. (As per proforma given below)
  - a) The quoted price shall be exclusive of all the Taxes and taxes should be shown separately as applicable. No excess amount beyond the quoted amount will be considered.
  - b) In case the taxes are shown blank, then it will be construed that the rate is inclusive of all taxes.
  - c) Quoted prices should be inclusive of freight and forwarding charges, handling charges, loading and unloading charges, insurance charges, etc.
  - d) The prices once accepted by the purchaser shall remain valid till the successful execution of the complete order to the satisfaction of the Purchaser. The Purchaser shall not entertain any increase in the prices during the period. In the event there is a reduction or increase in Government levy/duties during the period of execution of the order, the

rates shall be suitably adjusted with effect from the date of notifying the said reduction or increase in the Government levy/excise duty.

- e) Prices shall be quoted in Indian rupees only.
- 6) **Bid validity** :- The Bid / Tender submitted shall necessarily remain valid for 180 days after the date of commercial bid opening. If any bidder withdraws his tender before the said period, SVP NPA shall without prejudice to any other right or remedy, be at liberty to forfeit the Bid Security submitted along with the bid.
  - 7) **Undertaking certificate** :- The bidding firm should submit an undertaking, that they would adhere strictly to the delivery schedule indicated in this tender document failing which they would be penalised with a penalty equal to 0.5% of the supply contract value for every week period's delay. Failure to enclose this undertaking would entail rejection of the submitted offer without any further intimation.
  - 8) Academy will cancel supply order, if the quality / progress of the supply are found to be not satisfactory or if there is an inordinate delay in completing the supply.
  - 9) The bidder will be blacklisted by the Academy in case of (column-8) above being invoked.
  - 10) The Director SVP NPA reserves the right to cancel the order without pre notice, forfeit the security deposit or recover any damages for any breach of contract.
  - 11) Notwithstanding any of the conditions and clauses indicated in the Tender form, the Director reserves to accept or reject either the Lowest or any other valid bid and or split up the order for supplying of items to more than one bidder or to cancel the Tender without assigning any reasons thereto. The SVP NPA also reserves the right to increase or decrease the quantity of the order.
  - 12) **Late receipt of quotation** :- The sealed tender received after the due date and time will be summarily rejected. The bid should be signed at the bottom of each page of tender form.
  - 13) **Terms of payment** - No advance payment or payment against proforma invoice will be made. Payment will be made only after completion of supply & installation.
  - 14) **Sample** :- If required, the bidders should provide sample of the above mentioned crockery items at NPA Hyderabad to verify the quality by the TPC.
  - 15) **The last date for receipt of quotations is 8 March 2016 at 1700 hrs**
  - 16) The sealed cover containing the quotation along with the requisite EMD shall be addressed to the undersigned i.e. Administrative Officer (Admn.), SVP National Police Academy, Shivarampally Hyderabad, AP-500 052 shall be duly superscribed as **"QUOTATION FOR SUPPLY OF CROCKERY AND CUTLERY ITEMS FOR SOS/ IPS MESS OF SVP NPA HYDERABAD - NOT TO BE OPENED BEFORE - 8 MARCH 2016"**

### FORMAT OF QUOTATION

S/No	Name of the items	Brand	Rate	Tax	Any other charges if applicable	Amount
	<b>EXAMPLE</b>					
1	Buckets Plastic	Royal	Rs. 100/-	Rs14.50 @ 14.5%	-	Rs.114.50/-



( K. Shankar )  
Administrative Officer (Admn.)  
SVP National Police Academy  
Shivrampally,  
Hyderabad-500 052

Copy to: Programmer with a request to please get the above requirement posted in NPA Website and provide a link with NIC web-site.

Gram: 'POLACADEMY' e-mail:administrator@svpnpa.gov.in Tel: 91-040-24015151 to 24015158 Fax: 91-040-24015179

