

Tender cost Rs.2000.00
((Non-refundable)
Tender notice for distribution
of Local courier
Year 2018-19

NATIONAL HANDLOOM DEVELOPMENT CORPORATION LIMITED

(A Govt. of India Undertaking - Ministry of Textiles)

Handloom Haat, RoomNo.-29,3rd Floor, Janpath, New Delhi-110001

National Handloom Development Corporation Ltd (A Govt. of India Undertaking) working under the aegis of Development Commissioner for Handlooms, Ministry of Textiles ,Govt. of India, New Delhi is engaged to provide Marketing support to the Handloom Weavers in marketing their Handloom products by arranging Exhibition – cum –Sale besides other measures at various metropolitan cities.

Some tender for distribution of Invitation Cards for special Handloom Expos(Silk Fab/Wool Fab/NH Expos) -2018-19. Tentatively proposed to be held at 31 places all over India. Details follows:

Group-A: Lucknow, Bhopal, Indore, Jabalpur, Delhi, Chandigarh, Jammu, Patna, Kolkata ,Bhubaneswar,Raipur,Guwahati,Jaipur, Varanasi.Dehradun,Amritsar,Ranchi,Jamshedpr, Itanagar

Group-B:Mumbai,Chennai,Pune,Ahmedabad,Vadodra,Coimbatore,Ernakulam, Hyderabad, Vishakhapatnam, Bangluru, Surat, Hubli

Tender issued in favour of M/S.....

Note: Sealed tender duly completed be dropped in the relevant tender box Marked for “ Courier Services” available at Handloom Haat, RoomNo.-29,3rd Floor, Janpath, New Delhi-110001

***Last date & Time of submission of Tender :25.05.2018 at 12.00 Noon**

***Date & Time of Opening of Tender :25.05.2018 at 05.00 PM**

Sealed tender are invited from the reputed courier companies for the courier services at various Local cities of the country for the distribution of Invitation Cards during the organization of Silk Fab/Wool Fab & National Handloom Expos during the financial year 2018-19.

The prescribed application form containing the details may be obtained from National Handloom Development Corporation Ltd.,_Handloom Haat, RoomNo.-29Janpath, New Delhi-110001 in any working day from 09.30 AM to 6.00 PM and the same can also be down loaded from the **NHDC website : www.nhdc.org.in** on depositing the Bank Draft of Rs.2000.00 in favour of National Handloom Development Corporation Ltd., payable at New Delhi/Greater Noida. For any clarification please contact on telephone no. 011-23319351 and Mob. 07703000626. The Tender box has been kept at Handloom Haat, RoomNo.-29Janpath, New Delhi-110001 for submission of tender.

General Terms Conditions:

1. Aim of the contract is to distribute the Invitation Cards cent-percent for the publicity of the Event. The duration of the contract shall be for a maximum of One year only, out of which first three Event's distribution of the invitation cards shall be on probation. On satisfactory distribution of Invitation Cards of probation period the contract shall be extended for the remaining period (Events) . However, the contract may be terminated by the authority by giving a notice of 15 days.
2. The aspiring agencies must carefully read the conditions of the contract enclosed with this Tender Form before quoting rates, The rates quoted once shall be final and no amendments/corrections shall be entertained in any circumstances. The quoted rates shall include octroi and all type of taxes etc(GST etc)
3. The concerned agency must fill up the form clearly along-with full address both permanent and temporary in the Tender form.
4. No addition or alteration is allowed in the tender documents. Any addition or alteration, if required, must carried out by the agency with appropriate initials and stamp of the agency. For such reason, the tender is liable to be rejected.
6. Corporation reserve the right to accept or reject any or all the applications without assigning any reasons thereof. The tenders which are incomplete, illegible or not fulfilling any of the conditions shall be rejected . The conditional tender shall not be accepted in any circumstances.
- 7 The agency having adequate experience in running the said work in Government Departments,Public undertakings or elsewhere may apply along-with experience certificate or any other proof.
8. Along-with the financial bid the agencies shall be required to deposit an Earnest Money of Rs.25000.00 in the mode of Demand Draft/FDR drawn in favour of the NHDC Limited.
9. The tenders shall be submitted with sealed cover super-scribing "Tender for Distribution of Local Couriers".
10. The Tender shall be opened on 25.05.18 at 05.00 PM in the presence of aspiring bidders or their authorized representative bearing their authority, letter for the same & constituted committee of the Corporation.
11. The agency shall not assign or sublet the contract on any part therefore or any benefit or interest therein or there under without written consent of the Corporation. The whole of the work written in the contract shall be executed by the concerned agency only. The agency shall be fully responsible for the act and omission. Default and neglect of its employees and such act/omission shall be treated as fault of concerned agency only. In the case of any default or negligence under such contract, the competent authority may impose fine or penalty against the agency. The contract shall be cancelled after issuing the three consecutive warning.

12. In case the agency is not in a position to perform the distribution of Invitation cards within three days they shall intimate the reason thereof to the Exhibition In charge within 3 days of such happening ,failing which it will be automatically be construed the breach of contract by the agency.
13. The Security money of the successful applicant shall be liable to be forfeited as liquidated damages in the event of evasion, refusal or delay on his part of executing.
14. The agreement and EMD of unsuccessful bidder shall be returned within 30 days from the date of opening of the tenders.
15. Preference will be given to the agency whose Branches are all over India.
16. Tenderer may quote their rate for Group –A or Group –B or for both Group.
17. No compensation shall be allowed for fluctuation in the market rates for the distribution of the invitation Cards. The Managing Director of NHDC shall be the sole arbitrator for all disputes/differences, if any arising between the contract the decision of the MD of NHDC shall be final and binding on the contractor.
18. Tenderer will be responsible to collect the Invitation Cards from our Event Office, Janpath,New Delhi and the same have to be distributed at concern city where exhibitions will be organised with intimation to the Exhibition In charge / Representative of the NHDC. Agency will submit their bills for payment along-with the original POD sheet.

The status of information for Technical bid (Evaluation) of Courier Company:

1. GST Registration no.duly self attested copy.
2. Copies of Last five year service tax paid in the Central Exercise Deptt.
3. Copy of organizational structure and nos. of manpower on roll.
4. Copies of profit loss account for last five years,
5. Copies of documents service provides in major cities and details of Branches in India.
6. Experience certificate work done with Central/State Govt. Dept.
7. Tan no./Pan no.
8. Credibility/reputation/Awards received, if any.
9. Proof of financial status and credit worthiness of the firm issued by Bankers, be enclosed.
10. Turnover of last three years shall not be less than 10.00 Lac, certificate of chartered accountant be enclosed.
11. Any tender not accompanied by the requisite documents mentioned herein and as above is liable to be invalid.

(Signature with stamp)

Details of enclosure:

Name :

Date :

Place :

NATIONAL HANDLOOM DEVELOPMENT CORPORATION LIMITED
(A Govt. of India undertaking-Ministry of Textiles)
Handloom Haat, RoomNo.-29,3rd Floor, Janpath, New Delhi-110001
TENDER FORM FOR DISTRIBUTION OF LOCAL COURIER-2018-19

| Sl no. | Name of Cities (Group-A & Group-B) | Rates per Inv.. Card no. | Remarks if any |
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The Charges for any other work assigned (not covered above) shall be mutually decided by the Corporation and the agency.

(Signature with stamp)

Name:

Date :

Place :