

File NO. 15011/1/2015-Admn.  
Government of India  
Department of Pharmaceuticals

**TENDER ENQUIRY**

Dated: 04-06-2015

Sub: Award of contract for supply of Mineral Water to Department of  
Pharmaceuticals

Last date of Tender	29.06.2015 (3.00P.M.)
Tender to be opened on	29.06.2015 (4.00 P.M.)

1. Sealed tenders are invited on behalf of the President of India for supply of branded (Bisleri/Kinley/Aquafina) Mineral Water for Department of Pharmaceuticals for a period of one year from the date of awarding of contract. The Department is looking for reputed /authorized dealers in the field. The annual requirement could be around 8000-9000 water jars.
2. The tender form must be sent in sealed cover marked as "Annual Rate Contract for supply of Mineral Water" Jar (20 Ltr. Capacity) to this Department . The quotations in sealed cover should be dropped in the "Tender Box" located on ground Floor, G-19 between Gate number 2&3, Shastri Bhavan, New Delhi before 3.00 PM on 29.06.2015 and same would be opened on 4.00 PM in G-19 on the same day.
3. A list of offices where such jobs have been undertaken with documentary proof of having performed by them satisfactorily may be furnished with the tender.
4. Copy of VAT, PAN and Service Tax registration. Copies of balance Sheet indicating the annual turnover of last three years.
5. The tender should be accompanied by an Earnest Money Deposit (EMD) of Rs.10,000/- (Rupees Ten Thousand only) in the form of Demand Draft/Pay Order from a scheduled Bank drawn in favour of Pay &

Accounts Officer, Department of Pharmaceuticals. In the absence of EMD the tender shall be rejected summarily. The earnest money shall be refunded to the unsuccessful tenderers after finalization of the Contract. The earnest money of the successful tenderer shall be returned after deposit of performance security.

6. Submission of tender will signify the acceptance of all terms and conditions of the contract implied in Annexure-I. It will not be obligatory for this office to accept the lowest quotation & no explanation shall be given for the cause of rejection of quotation to any tender.

7. This office reserves the right to reject/any/all tender (s) without assigning any reasons whatsoever. Canvassing in any form will be considered as disqualification from award of contract.

8. Please also see Annexure -I for terms and conditions of the contract, Annex -II to be filled by the tenderer(s) giving their details, Annexure-III for details of rates of General Consumable/perishable items.

( S.R. Meena)  
Under Secretary (Admn)  
Tel. 23382096

Copy to: NIC with the request to upload the above information on the web-site of this Department.

**ANNEXURE-I**

**The Contract shall be governed by the following terms and conditions:-**

- i) The successful tenderer will be required to do the work during the period of contract to the entire satisfaction of this Department. The Contract may be terminated by the Government at any time without assigning any reasons if the work of the successful bidder is found to be unsatisfactory.
- ii) The contractor/firm must have PAN/Service-tax nos.
- iii) The payment will be made through ECS/RTGS on receipt of pre-receipt bill in triplicate.
- iv) In case any duties/Taxes have not been specified, it will be taken as inclusive.
- vii) Successful tenderer will have to deposit Performance Security Money of Rs. 20,000/- (Twenty Thousand Only) in the shape of FDR for the period of contract within a fortnight of the issue of contract letter. Performance Security money will be forfeited, if the firm found violating any of the terms and conditions or the contractor's service is found unsatisfactory.

I hereby accept all the terms and conditions mentioned above.

Date:

Signature of the Tenderer  
with seal

**PARTICULARS TO BE FURNISHED BY THE AGENCY**

1. Name of the Agency :
2. Address of the Agency:
3. Name of the proprietor of the Agency:
4. Telephone No. of Agency and Proprietor:
5. Details of Ministry/Department in which the Agency had worked earlier as mentioned in this Tender:-

S. no.	Name of the Ministry/Department (Attach copy of Contract)	Year	Name/Contact no. of the Officers of Client Ministry/Department

6. PAN/TIN number of the agency:
7. EMD's Draft number, Date and name of the Bank:

This is certified that the above facts are true, complete and correct to the best of my knowledge and belief. This is also certified that this Agency is not black listed by any Government Department nor any criminal case is registered/pending against the Agency/Firm or its owner/partner anywhere in India. It is certified that I/We have read and understood the terms and conditions of the Tender Notice dated 04.06.2015 and will abide by them till the completion of the contract period.

Dated:

Place:

(Signature of Proprietor)

Seal of the firm/Agency  
Signature of authorized signatory with stamp

**ANNEXURE-III**

The Department of Pharmaceuticals intends to enter into one year contract for Supply of Mineral Water of as per rates given below:-

**Rate**

Sl.No.	Particulars (Brand/Specifications)	Rates (20 ltr. Capacity per Jar). (In Rs.)	Taxes, if any
1	Mineral Water (Bisleri Brand)		
2	Mineral Water ( Kinley Brand)		
3	Mineral Water (Aquafina Brand)		