

**DFCCIL**  
**(A Government of India Enterprise under Ministry of Railways)**

**ADMINISTRATION DEPARTMENT**

**INVITATION TO BID**

**NAME OF WORK:**

**SUPPLY OF PACKAGED DRINKING WATER AT DFCCIL's CORPORATE OFFICE**

**(Tender No.: HQ/AD/PACKAGED DRINKING WATER TENDER-2012)**

**MAY - 2012**

**Dedicated Freight Corridor Corporation of India Ltd.**

**5<sup>th</sup> Floor, Pragati Maidan, Metro Station Building Complex,**

**New Delhi-110001**

**Phone No.: 011-23454714, 23454700, Fax No.: 23454701**

**Dedicated Freight Corridor Corporation of India Ltd.**  
**5<sup>th</sup> Floor, Pragati Maidan, Metro Station Building Complex,**  
**New Delhi-110001**

**(Tender No.: HQ/AD/Packaged Drinking Water Tender-2012)**

**NOTICE INVITING BIDS**

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DFCCIL invites bids in the prescribed Proforma in a single packet system through open tender from well established and reputed manufacturers and authorized distributors, dealers, agents for supply of Packaged Drinking Water alongwith 8 water dispensers to be supplied free of cost at corporate office. Tender document and other details are available on DFCCIL website [www.dfcc.in](http://www.dfcc.in) and [www.dfccil.org](http://www.dfccil.org). Interested parties may obtain Bid Document from the office of Manager (Admn.), Room No. 531, 5<sup>th</sup> Floor, Pragati Maidan, Metro Station Building Complex, New Delhi, (Phone No. 011-23454714) on any working day between 11:00 hrs to 16:00 hrs. For detailed terms & conditions and future corrigendum/addendum will be posted on our website.

1.	Tender no.	<b>HQ/AD/Packaged Drinking Water Tender-2012</b>
2.	Name of work	Supply of packaged drinking water at DFCCIL's corporate office.
3.	Estimated cost of work	Rs. 8 lakhs approx. for the contract period
4.	Contract period	Two years.
5.	Earnest Money Deposit	Rs. 16,000/- (Rs. Sixteen thousand only)
6.	Cost of Tender Form	Rs.2,000/- (Rs. Two thousand only) {non refundable}
7.	Sale of tender form	08.05.12 to 08.06.12 upto 1300 hrs
8.	Last date for submission of tender	08.06.12 (upto 1500 hrs)
9.	Opening of tender	08.06.12 (at 1530 hrs)

**General Terms and Conditions:**

1. The contract shall be valid initially for a period of two years from the date of issue of LOA and thereafter it may be extended for a further period of one year on mutual agreement.
2. DFCCIL shall have the right to review the working of the contract from time to time and if at any time it is found that the Contractor has failed to fulfill any of the conditions of this contract or that his working is unsatisfactory, DFCCIL may terminate this contract after giving one month notice.
3. The offer shall be valid for a period of 90 days from the date of opening of tenders.
4. EMD (Refundable) of Rs. 16,000/- (Rs. Sixteen thousand only) in the form of Demand Draft/Bankers cheque drawn in favour of DFCCIL payable at New Delhi drawn on a scheduled or a nationalised bank should be enclosed with the tender. Bids received without EMD will be summarily rejected. No interest is payable on EMD. EMD shall be forfeited if the tender withdraws commitments, impairs or derogates from the tender in any respect within the period of offer.
5. Successful tenderer shall have to submit performance guarantee amounting to 5% of the contract value in any one of the form of irrevocable Bank Guarantee or FDR from Nationalized or scheduled bank in favour of DFCCIL, New Delhi. No interest would be paid on the Performance guarantee. The performance guarantee will be furnished after Letter of Acceptance has been issued but before signing of agreement and should be valid upto two months beyond expiry of the completion period. Whenever the contract is rescinded, the performance guarantee shall be encashed.
6. DFCCIL reserves the right to accept or reject any bid (s) without assigning any reason whatsoever.
7. The requirement of packaged drinking water at DFCCIL's corporate office is on the basis of tentative estimates and may vary as per our requirement.
8. DFCCIL shall not be responsible for non receipt/non supply of tender documents due to postal/courier delays. If the tender document is downloaded from our website, cost of tender form i.e. Rs. Two thousand only shall have to be deposited alongwith the bid in the form of DD/Bankers cheque drawn in favour of DFCCIL payable at New Delhi failing which the bids will be rejected. All the pages of the tender document should be signed by authorised signatory as token of acceptance. Incomplete, unsigned and unstamped tender documents will be rejected. The bids complete in all respect should be sent at the DFCCIL's Corporate office address.

**Special Conditions of Contract.**

9. **Scope of work.** The contractor will have to supply packaged drinking water of reputed brands (confirming to IS: 14543) and a total of 8 Nos. of dispensers (free of cost) as per our requirement at DFCCIL's corporate office (5<sup>th</sup> floor). The tentative requirement is about 700 jars of 20/25 ltr per month.
10. The contractor has to submit water fitness certificate for IS : 14543 from recognized laboratory. DFCCIL will have the right to take water samples from any one of the bottles at any time and forward it for laboratory test if considered necessary. The contractor will be held responsible if water samples are found to be unfit and DFCCIL shall have the right to take any action as deemed fit against the contractor.
11. **Penalty Clause:** If the services of contractor is not found satisfactory, or there is a delay in the supply of requisite quantity, a penalty of Rs. 500/- per occasion will be levied. The decision of officer in charge will be final in this regard.
12. **Payment Terms:** Bill/invoice shall be submitted to DFCCIL at the end of month and payment will be made within 15 days of the submission of bills alongwith delivery challans.
13. The water dispensers to be installed by the contractor should be brand new and reputed company. DFCCIL shall not pay any rental/security/repair and maintenance charges to the contractor for machines installed. The contractor shall be responsible for the successful performance of the machines.
14. The contractor will provide replacement of empty bottles with filled one as and when required under the continuous process at DFCCIL's corporate office. No additional charges in respect of cost /rent/deposit for bottles/dispensers shall be entertained.
15. The rates quoted by the bidders must be inclusive of all taxes/levies/duties. No other charges on account of transportation, delivery, labour, etc. shall be paid.
16. DFCCIL shall be at liberty to terminate the contract if not satisfied with fitness of bottles and dispensers and purity of waters supplied by the contractor. In such a case DFCCIL will have the option to procure the water from alternate supplier at cost and responsibility of the contractor.
17. DFCCIL shall have full rights to terminate the contract and award any portion of the supply to any other agency at any stage in case of any breach of conditions of the contract at the risk and cost of the contractor.

18. In the event of any dispute or difference whatsoever arising under this contract or in connection therewith including any dispute relating to existing meaning and interpretation of this contract, the same shall be referred to the sole arbitrator as appointed by DFCCIL. The arbitration shall be conducted in accordance with the provisions of the Arbitration and Conciliation Act 1996. Notwithstanding any dispute between the parties, the agency shall not be entitled to withhold, delay or defer its obligation, under the contract, and the same shall be carried out strictly in accordance with the terms and conditions of contract.

**(Tender No.: HQ/AD/Packaged Drinking Water Tender-2012)**  
**BRIEF DETAILS OF THE BIDDER**

SN	Name of the agency and address	
1	Address Head office/branch	
2	Telephone Nos. office: Mobile Nos. Fax Nos.	
3	Nature of business manufacturer/distributor / Dealer /Agent	
4	Status of firm whether Sole proprietor, Partnership, Limited Co. etc.	
5	Contact person name and contact Nos.	
6	Year of establishment of firm	
7	Copy of distributor/dealership (Documents attached)	
8	PAN No.	Attach proof
9	Tin No. /Service Tax No.	Attach proof
10	Details of enclosed Pay Order /Demand draft for EMD	

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**Price Bid**

11	Jar for dispenser in 20/25 liters (confirming to IS:14543) (please specify the brand name)	Rs.----- per jar of 20 ltrs. (all inclusive price)  or;  Rs. ----- per jar of 25ltrs. (all inclusive price)
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**The price bids will be evaluated on the basis of cost per litre of packaged drinking water. Lower rate per litre for either jar of 20ltr or 25 ltr will be considered for evaluation and payment.**

(Signature of the bidder)