



राष्ट्रीय जल विकास अभिकरण
जल शक्ति मंत्रालय, भारत सरकार
(जल संसाधन, नदी विकास और गंगा संरक्षण विभाग)
National Water Development Agency
Ministry of Jal Shakti, Government of India
(Department of Water Resources, River Development and Ganga Rejuvenation)



सं.: राजविअ/201/5/सा./11764-65

दिनांक : 26/08/2019

निविदा सूचना

महानिदेशक, राष्ट्रीय जल विकास अभिकरण, 18-20, सामुदायिक भवन, साकेत, नई दिल्ली - 110 017 की ओर से अधोहस्ताक्षरकर्ता द्वारा नीचे दिये गये विवरणानुसार IWW - 2019 कांफ्रेंस में भाग लेने वाले प्रतिनिधियों के लिए बैग की आपूर्ति में अनुभव रखने वाली एजेंसियों / फर्मों से निम्नानुसार मुहरबंद निविदा आमंत्रित की जाती हैं:

धरोहर राशि (वापसी योग्य)	निविदा फार्म डाउनलोड के लिए आधिकारिक वेबसाइट पर उपलब्ध है।		निविदा जमा करने की अंतिम तिथि और समय	निविदा खोलने की तिथि और समय
	से	तक		
रु. 32400/-	26 अगस्त 2019 (16:00 बजे)	05 सितम्बर 2019 (11:00 बजे)	05 सितम्बर 2019 (12:00 बजे)	05 सितम्बर 2019 (12:30 बजे)

सभी निविदा संबंधित सूचना और निविदा फार्म इस कार्यालय की वेबसाइट <http://nwda.gov.in> एवं www.eprocure.gov.in पर उपलब्ध है। उपरोक्त दर्शायी गयी निविदा जमा करने की दिनांक एवं समय के बाद जमा की गयी निविदा स्वीकार नहीं की जायेंगी।


26.8.2019

(राकेश कुमार गुप्ता)
अधिशाली अभियंता (मु.)
011-26965315 (का.)
+91-7665573711(मो.)

प्रतिलिपि:

1. निदेशक (ब.), राजविअ, साकेत, नई दिल्ली को वेबसाइट पर निविदा दस्तावेज अपलोड करने के अनुरोध के साथ।
2. निदेशक (वित्त), राजविअ, साकेत, नई दिल्ली को सूचनार्थ।

o/c
Sptomas
26/08/19





राष्ट्रीय जल विकास अभिकरण
जल शक्ति मंत्रालय, भारत सरकार
(जल संसाधन, नदी विकास और गंगा संरक्षण विभाग)
National Water Development Agency
Ministry of Jal Shakti, Government of India
(Department of Water Resources, River Development and Ganga Rejuvenation)



No.: NWDA / 201 / 5 / Gen. / 11764-65

Dated: 26/08/2019

Tender Notice

Sealed bids are invited by the undersigned on behalf of DG, NWDA, 18 – 20, Community Centre, Saket, New Delhi – 110 017 for **Supply of Delegate Bags** from Agencies / firms having experience in supplying of Bags for Delegates for the Conference as per details given below:

EMD (Refundable)	Tender Form available for downloaded from Official website		Last date & time of bid submission	Bid Opening date & time
	From	To		
Rs. 32400/-	26.08.2019 (16:00 hrs)	05.09.2019 (11:00 hrs)	05.09.2019 (12:00 hrs)	05.09.2019 (12:30 hrs)

All the details and tender form is available for viewing and downloading on the "Notices & Tenders" link of the NWDA website <http://nwda.gov.in> and www.eprocure.gov.in. Tenders received after the closing date and time, as mentioned above, will not be accepted.

[Signature]
26.8.2019

(Rakesh Kumar Gupta)
Executive Engineer (HQ)
Tel.: 011 – 26965315 (O)
+91 – 76655 73711 (M)

Copy to:

1. Director (MDU), NWDA, New Delhi with the request to upload the enclosed tender document on the NWDA Website.
2. Director (Finance), NWDA, New Delhi for information.

[Signature]
26/08/19
JR



राजविअ / 201 / 5 / सा./

दिनांक:

No.: NWDA / 201 / 5 / Gen. / 11764-65

Dated: 26/08/2019



राष्ट्रीय जल विकास अभिकरण

(जल संसाधन, नदी विकास और गंगा संरक्षण विभाग, जल शक्ति मंत्रालय)

NATIONAL WATER DEVELOPMENT AGENCY

(D/o Water Resources, River Development and Ganga Rejuvenation, Ministry of Jal Shakti)

18 – 20 Community Centre, Saket, New Delhi – 110 017

डेलिगेट बैग की आपूर्ति हेतु निविदा दस्तावेज

Tender Document for Supply of Delegate Bags

निविदा जमा करने की अन्तिम तारीख
Date & Time of Submission of Tender

} 12:00 hrs., 05 September, 2019

निविदा खोलने की तारीख
Date & Time of Opening of Tender

} 12:30 hrs., 05 September, 2019

Tender for Supply of Delegates Bags

National Water Development Agency (NWDA) is a registered autonomous society under the administrative control of Deptt. of Water Resources, River Development and Ganga rejuvenation, Ministry of Jal Shakti, Government of India.

Scope of Work:

NWDA intends to procure delegate bags (about 1800 Nos.) for conference (India Water Week – 2019) to be held during 24th to 28th September 2019 at Vigyan Bhawan, New Delhi. For this purpose sealed tenders are invited from the eligible firms / agencies.

Eligibility Criteria:

- (i) The bidder must have prior experience of supplying bags for such big Conferences / Events on at least three occasions of 1500 conference bags or more on each occasion during last five years.
- (ii) The bidders must have average annual turnover of at least Rs. 75.00 Lakh during last three (2016 – 17, 2017 – 18 and 2018 – 19) financial years.
- (iii) The bidder should have its own production house of bags in Delhi / NCR.
- (iv) The bidder / supplier should not have been banned / blacklisted from any Ministries / Department / Agencies for supplying the Goods / Materials.

GENERAL TERMS & CONDITIONS:

The general terms & conditions applicable for submission of tender and for award of contract by NWDA are as follows:

1. The bidder shall submit the tender in three sealed envelopes separately which may be finally placed in one envelope. The **first envelope** shall contain Demand draft / Banker's cheque for EMD super-scribing "EMD", **second envelope** shall contain Technical bid super-scribing "Technical Bid" and **third envelope** shall contain Financial bid super-scribing "Financial Bid".

All the above three sealed envelopes shall be placed together in **another sealed envelope** superscribed with "Tender for supply of Delegate Bags" and submitted on or before due date for submission of Tender. The envelope marked "**Technical Bid**" shall be opened whose earnest money, placed in the other envelope marked as '**Earnest Money Deposit**' is found to be in order.
2. The bidders are advised to ensure their capability before bidding as the task has to be completed in a time schedule decided by NWDA. Only those bidders who are capable, willing and are in a position to comply with these terms and conditions need to submit the tender.
3. The bidder must abide by the Code of Integrity for Public Procurement (CIPP).
4. In case the Bidder is found to be transgression of CIPP, then he shall be banned/blacklisted under Rule 175 of GFR, 2017 in future.

5. The bidder / supplier should not have been banned / blacklisted from any Ministries / Department / Agencies for supplying the Goods / Materials.
6. The Bidder, its proprietor / any of its partners / Directors / Members of its Governing body has not been, at any time, convicted by any court for any offence and sentenced to imprisonment for a period of three years or more for an Offense involving moral turpitude.
7. The NWDA reserves the right to reject any or all the tender without assigning any reason.
8. If any successful bidder fails to fulfill his obligation under this tender, he may be blacklisted and NWDA would also be free to circulate such blacklisted agencies to other Ministries / Departments of Govt. of India.
9. Tender must accompany earnest money deposit of **Rs. 32400/- (Thirty two Thousand Four hundred only)** by way of Demand Draft / Pay order / banker cheque in favour of **NWDA – India Water Week payable at New Delhi**. The tender without EMD will be considered as unresponsive and rejected.
10. The rates in **Indian Rupees** (INR) for item(s) should be quoted in the relevant column of **Annexure – II**. Please note that no other alternate items(s) will be considered.
11. All applicable taxes and levies should be clearly mentioned in **Annexure – II**. No extra cost will be paid on account of transportation, insurance, packaging & forwarding or any other account.
12. The period of validity of tender for acceptance should be **3 (Three)** months from the date of opening of financial bid. Tender with less validity shall not be accepted. NWDA shall not entertain any request for escalation in cost / price on account of any reason whatsoever during the period of validity of tender.
13. Bidder should clearly understand the **specifications / NWDA requirement as given in Annexure – II** and have a look the sample bag available in NWDA office before finalizing the submission of tender. Tenderer may visit “NWDA, 18 – 20, Community Centre, Saket, New Delhi – 110 017” during any working day (Monday to Friday 10.00 A.M to 5.00 P.M). It may be noted that no clarification / information, after closure of the last date of receipt of tender, would be entertained.
14. Tender received after the closing time & date of submission of Tender will not be considered. The envelope containing the tender document thus prepared should also indicate clearly the name, address and contact number of the Bidder to enable the Bid to be returned unopened in case it is declared “**Late Receipt**”.
15. Any modification in offer after the closing date of tender will not be considered. When deemed necessary, the NWDA may seek clarifications on any aspect from the Bidder. However, that would not entitle the Bidder to change or cause any change in the substance of the bid submitted or price quoted.
16. The Tender Committee set up by NWDA shall under take the exercise for evaluation of the technical bids. No cognizance will be taken of any further supporting documents or clarifications or any such additional information furnished subsequently by the firm. However, NWDA reserves the right to call for such clarifications confined to the contents of the technical bids. **All the bidders fulfilling the criteria of technical bids will be**

Technically Qualified and financial bids of only those technically qualified bidders will be opened.

17. The financial bids of all the technically qualified bidders will be opened in the presence of bidders or their authorized representatives. The NWDA will inform the date of opening of financial bids to the technically qualified bidders through e-mail.
18. Classification of any bidder as '**Lowest Bidder**' does not automatically bestow any right on him to get the work awarded to him, which is subject to further processing and obtaining approval of competent authority of NWDA.
19. NWDA, for valid reasons, reserves the right to not allot the works to lowest bidder. NWDA also reserves the right to accept any bid, and to annul the Tender process and reject any or all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder(s) or any obligation to inform the affected Bidder(s) of the grounds for NWDA's action.
20. The successful bidder shall provide a Performance Guarantee (PG) for the due and faithful performance of contract for a sum of 5% of the total contract value within **5 (five) working days** of the issuance of notification of award of Contract by NWDA. Performance Guarantee shall be in the form of an irrevocable Bank Guarantee Bond of any scheduled bank in accordance with the form prescribed or in the form of Banker's Cheque / Demand draft / pay order / Govt. security / Fixed Deposit Receipt etc. in favour of "**NWDA – India Water Week**", payable at New Delhi. In case the successful Tenderer does not deposit the Performance Guarantee, then the EMD earlier deposited by the tenderer, shall be forfeited and the tenderer will be debarred from dealing with NWDA in future.
21. The EMD of successful bidder will be converted into part of PG and the balance amount of PG is to be submitted within **5 (five) working days** in the form as mentioned in S. No. 20 of this NIT.
22. Failure of the successful Bidder to comply with the requirement of Clause 20 shall constitute sufficient grounds for the annulment of the award and forfeiture of the "**EMD**", even NWDA may award the Contract to the next best evaluated Bidder or call for new bids.
23. Performance Guarantee shall be returned within 30 days after satisfactory completion of the contract and there is no breach of contract during the period of the contract.
24. The earnest money of unsuccessful tenderers will be refunded within one month from the date of the acceptance of the tender of successful bidder.
25. No interest shall be paid on the EMD / Performance Guarantee amount.
26. ***The successful bidder has to supply the delegate bags (as per approved sample) within 7 (SEVEN) days from the issue of supply order.***
27. If the bidder is **not able to supply** the material whether in full or in part, as per specifications and if it exceeds the last date of delivery as indicated in the work order, the Performance Guarantee would be liable to be forfeited by NWDA.
28. If at any point of time, the material as per the work order received in NWDA is found unsatisfactory on account of **quality not matching** with the specification laid down by

NWDA, the material will be **rejected and no payment** will be made by NWDA. NWDA will be the sole judge of satisfactory execution and **timely delivery** of the job.

29. In the event of **rejection of material(s)** supplied, the party would be intimated the details of such rejected material(s) as well as the reasons for the rejection and that the material(s) would be lying at NWDA's premises at the risk and cost of the party. The party would call upon to remove the material(s) within 15 days, failing which NWDA would either return the material(s) to the party on freight-to-pay basis or otherwise dispose off rejected material at the party's risk and cost.
30. In the event of the Tenderer's **failure to supply** the material of acceptable quality or quantity and as per delivery period, the NWDA reserves the right to execute work from any other source at the Tenderer's risk & cost and the difference in the cost shall be borne by the tenderer.
31. The tenderer should submit the bank details as mentioned in Annexure-I for refund of the EMD / Performance Guarantee and making other payments through E-Payments.
32. Decision of DG, NWDA shall be final & binding on both the parties in respect of all matters of dispute arising out of this tender.
33. The material would be delivered to **Executive Engineer (HQ) at NWDA, 18-20 Community Centre, Saket, New Delhi – 110 017 or 3rd Floor, Palika Bhawan, Sector – 13, R. K. Puram, New Delhi – 110 066** within the specified period as stated in work order.
34. **Payment Terms:**
 - (i) Payment will be released within 30 days of receiving the bills for the assigned job from the party, provided the material is received as per the specifications given by NWDA.
 - (ii) NWDA shall make payment of bills after deduction of TDS as applicable.
35. NWDA reserves the right to increase / decrease the quantity as per requirement at the time of issue of work order.
36. The tenderer should quote considering technical specifications given in **Annexure – I** as minimum specifications failing which the tender is liable to be rejected without any further notice.
37. Tender should be submitted on or before **05 September, 2019 upto 12:00 hrs** to the **Executive Engineer (HQ), NWDA, 18 – 20 Community Centre, Saket, New Delhi – 110 017**.
38. Sealed envelopes of EMD and Technical bid shall be opened at NWDA Office (**18 – 20 Community Centre, Saket, New Delhi – 110 017**) on **05 September, 2019 at 12:30 hrs**. The representative of bidders can also participate in tender opening.
39. Financial bids of the technically qualified tenderers shall be opened on a later date and time, which will be intimated to the technically successful tenderers through e – mail.
40. In case of non – receipt of satisfactory response regarding the tender, NWDA will have the right to re – invite the tender.


(Rakesh Kumar Gupta)

Executive Engineer (HQ)

TECHNICAL BID

1	i)	Details of Firm	
		Name	
		Registered Address	
		Local Office Address	
		Telephone / Fax No. (Office)	
		Experience (No. of years) in the field	
	ii)	Contact Person	
		Name	
		Designation	
		Mobile	
		Landline	
	iii)	Whether registered with Small Scale Unit with Govt. of NCT of Delhi and / or M/o Small and Medium Enterprise and NSIC (enclosed proof)	Yes / No
2	i)	Whether Firm is Proprietorship / Partnership / Limited Company	
	ii)	Name of Contact Person for this Bid & Contact No.	
3	i)	The bidder must have prior experience of supplying Bags for conferences on at least three occasions of 1500 conference bags or more on each occasion during last FIVE years. <i>(Copy of supporting documents of work Order / Completion Certificate issued by the client / department indicating the quantity of conference bags should be submitted along with the Bid.)</i>	No. & details of attached Documents
	ii)	The bidder should have an average annual turnover of Rs. 75.00 Lakh during last three financial years. <i>(Copy of the Audited balance Sheet / Statement of Expenditure for the financial year (2016 – 17, 2017 – 18 and 2018 – 19)</i> OR <i>Certificate by the company statutory auditors should be enclosed.)</i>	Details of attached Documents

Our firm has not been banned / black listed by any Ministry / Department / Agency for supply of delegate bags. We understand that in case, it is found to be transgression of code of Integrity for public procurement, then our firm shall be banned / black listed under rule 175 of GFR, 2017 in future.

(Authorized Signature with date & seal)

Attachment of Annexure – I

The details of Bank Account in which payment is to be transferred and other details are as follows:

S. No.	Item	Details
1	Name of bank	
2	Bank Account Number	
3	Bank Branch Name	
4	Bank Branch Address	
5	Type of Account (Saving Account / Current Account)	
6	IFSC Code No.	
7	PAN No.	
8	GST No.	

(Authorized Signature with date & seal)

Financial bid for supply of Bags for delegates of India Water Week – 2019

Particular of Delegate Bag	Qty.	Unit Rate (INR)	Rate of GST	Total Amount (INR)
<p>Multi Utility Bag (side bag as well as back pack bag) having 6 zip compartment, one laptop pocket, one I-Pad pocket, one side pen & card pocket other side simple partition, all part having fusing, complete bag having inner polyester lining with niwar inter locking, back pack strip inside partition & side handle inside zip pocket, trolley strip on back side of bag, PU part with zip on front right side. All zip having two runner one shoulder handle with nylon padding with welcrown 8”.</p> <p>The specifications / feature as below:</p> <ol style="list-style-type: none"> 1. Size of bag: 17” x 12” 2. Material of bags: Nylon (1000 D) 3. Lining: Polyestres 160 GSM 4. Zip & Runner: High quality 8 no. 5. Fusing: 8 mm 6. High Quality Niwar 7. PU: Multi napa 8. India Water Week logo (Printed / embossed as per direction) <p>{Please check sample bag available in NWDA office}.</p>	1800 Nos.			

(Authorized Signature with date & seal)