

IN THE HIGH COURT OF DELHI AT NEW DELHI

No. 989 /P&P Store/DHC

Dated 06-09-2021

Sub: Tender Notice Inviting Quotations for purchase of 62 nos. of 4 Kg and 78 nos. of 2 Kg ISI Mark ABC type Clean Agent Fire Extinguishers of reputed brands

This Court intends to purchase 62 nos. of 4 Kg and 78 nos. of 2 Kg ISI Mark ABC type Clean Agent Fire Extinguishers of reputed brands. The quantity of fire extinguishers may increase in near future.

Note 1: The vendor must submit duly filled technical compliance sheet (Annexure-A) along with quotation. Non-compliance of this condition, will summarily lead to rejection of the quotation.

Note 2: The quotation of the vendor(s) submitting rates for any one category of fire extinguisher only will be summarily rejected.

The terms & conditions of this Tender are as under:-

1. The authorised vendor (s) are requested to submit the necessary quotation (s) along with the copy of current authorization letter of the OEM (whose product is being offered) and Earnest Money Deposit (EMD) of 2% of total proposed cost of 62 nos. of 4 Kg and 78 nos. of 2 Kg ISI Mark ABC type Clean Agent Fire Extinguishers must be submitted by way of Demand Draft or Bankers Cheque drawn in favour of "The Registrar General, Delhi High Court" payable at New Delhi. For calculation of EMD amount, rates of 62 nos. of 4 Kg and 78 nos. of 2 Kg ISI Mark ABC type Clean Agent Fire Extinguishers should be taken (2% of the rates offered for 62 nos. of 4 Kg ISI Mark ABC type Clean Agent Fire Extinguishers plus 2% of the rates offered for 78 nos. of 2 Kg ISI Mark ABC type Clean Agent Fire Extinguishers).
2. Quotations received without EMD shall be summarily rejected and no request for waiver will be entertained.
3. Selected Vendor will also be required to submit valid authorization letter or copy of valid Authorization letter issued by OEM while submitting Invoice/Bill mentioning warranty/support period.
4. In case there is no single vendor offering lowest rates in both categories of Fire Extinguishers or there are multiple vendors offering lowest prices in the two categories of Fire Extinguishers having same specifications, the vendor(s) will be asked to match the lowest prices quoted by different vendor (s), for the award of consolidated purchase order to a single firm.
5. Sealed envelope containing quotation & EMD must reach to the AOJ (P&P/Furnishing) , P&P Store, 2nd Basement, Administrative Block, Delhi High Court, New Delhi on or before 30.09.2021 till 5.30 P.M. clearly mentioning the rates inclusive of GST/Tax rate, technical specifications, warranty/support period and the delivery schedule of the product being offered.

6. The envelopes should be addressed in the name of "The Registrar General, Delhi High Court, New Delhi" and the subject "Quotation for 62 numbers of 2 Kg and 78 numbers of 4 Kg Clean Agent Fire Extinguishers" should be superscribed on the envelope.
7. The validity of rates should not be less than 180 days from the last date of submission of quotations and tax rate applicable should be clearly & separately mentioned.
8. Quotations with less period of validity of rates shall be summarily rejected.
9. No quotations shall be entertained after due date. Envelope(s) received without having the subject mentioned on them shall be summarily rejected.
10. The quotations must be tendered strictly in the format mentioned in Annexure 'B' of this tender. Quotations offered in any other format than prescribed shall be liable to be rejected.
11. It may be noted that the final rates should be mentioned as unit price inclusive of GST and taxes applicable should also be clearly and separately mentioned.
12. The selected vendor (s) will have to submit 5% of the invoice amount as Performance Security with Delhi High Court valid for four years from the date of issue of Purchase Order.
13. The selected vendor (s) shall be bound to supply the required item (s) within thirty (30) days from the date of issuance of Purchase Order, failing which the purchase order issued shall be deemed to be cancelled without entertaining any communication in this regard unless sufficient cause is shown (supported by documentary proof) for such lapse.
14. In case the Purchase Order awarded to L-1 firm is cancelled due to non-supply of goods within the stipulated period, the Purchase Order will be awarded to the next eligible L-2 vendor/firm.
15. The DD/Pay Order towards EMD of all the tenderers, except the lowest three, shall be returned to vendors on their written request after finalization of Tender Process & EMD of successful tenderer will be returned only after supply and successful installation of the first order placed to the firm fulfilling all codal formalities against receipt.
16. The DD/Pay Order of L-2 & L-3 will be returned after issuance of the Purchase Order to the successful tenderer. If the offer of quotation is withdrawn by the tenderer before/after opening of tender or any other default, the amount of EMD shall be forfeited and the firm will be blacklisted to participate in future tenders of this Court.
17. If multiple quotations submitted by a firm/vendor for the same brands/capacity of Fire Extinguishers, all its quotations shall be liable to be rejected at the first instance.
18. After opening of the sealed quotation(s) if any correction is found in the offered rate, which renders the whole Tender process doubtful or ambiguous, the said quotation shall be summarily rejected.

19. The firm/vendor shall also have to furnish an undertaking (strictly as per Annexure –'C') that the firm/Partner/Director/Proprietor has not been blacklisted/banned and its Business dealings with the Central/State Government/Public Sector Undertaking/Autonomous Bodies have not been banned/terminated on account of poor performance/conduct and also that all the terms and conditions of the instant Tender Notice are acceptable to them. The quotation received without undertaking shall be summarily rejected.

20. Interested parties are compulsorily required to impart training regarding use of fire extinguishers once in every six months and also as and when required.

21. In case the vendor wants any clarification regarding this Tender, he can call Mr. Manish Kumar Mahajan, AOJ at Tel. No.011-43010101 (Ext. 4291) & mobile No.8527000561.

This Court reserves the right to modify/amend the quotation letter/terms & conditions at a later stage. The Court reserves the right to place the Order fully/partially to different firms/vendors.



(Shameem Ahmad)
Joint Registrar (P&P)
For Registrar General

CC to:- Director (IT), Delhi High Court- for uploading on the official website of the Delhi High Court.

Technical compliance sheet for Fire Extinguishers

| S. No. | Description | Details/remarks |
|--------|---|-----------------|
| 1. | Brand of Fire Extinguisher | |
| 2. | Is 2 Kg and 4 Kg Fire Extinguisher being offered are of ISI mark | |
| 3. | Is 2 kg and 4 Kg Fire Extinguishers being offered are of ABC type | |
| 4. | Is 2 kg and 4 Kg Fire Extinguishers being offered are clean agent | |
| 5. | Name of gas being used in 2 Kg and 4 Kg Fire Extinguishers being offered | |
| 6. | Warranty of 2 Kg and 4 Kg Fire Extinguisher | |
| 7. | Is warranty on site | |
| 8. | Period after which 2 Kg and 4 Kg Fire Extinguishers are required to be refilled | |

Signature of the authorised
Signatory of the firm/company/organization
Official Stamp/Seal

Date:-

Place:-

ANNEXURE-B

Price Bid

| Sl. No. | Description | Unit price (without taxes) | Tax Rate (%) | Total Price (incl. of tax) | Warranty (in years) | Remarks |
|---------|---|----------------------------|--------------|----------------------------|---------------------|---------|
| 1. | 2 kg ISI mark ABC type Clean Agent Fire Extinguisher | | | | | |
| 2. | 4 Kg ISI mark ABC type Clean Agent Fire Extinguisher | | | | | |
| 3. | Refilling of 2 kg ISI mark ABC type Clean Agent Fire Extinguisher | | | | | |
| 4. | Refilling of 4 kg ISI mark ABC type Clean Agent Fire Extinguisher | | | | | |

Signature of the authorised
Signatory of the firm/company/organization
Official Stamp/Seal

Date:-

Place:-

ANNEXURE-'C'UNDERTAKING

I/We undertake that the firm (name of the firm) or its Partner/Director/Proprietor has not been blacklisted/banned and its Business dealings with the Central/State Government/Public Sector Undertaking/Autonomous Bodies have not been banned/terminated on account of poor performance/conduct.

I/We undertake that all the terms and conditions of the instant Tender Notice are acceptable to me/us.

Signature of the authorised
Signatory of the firm/company/organization
Official Stamp/Seal

Date:-

Place:-