

TENDER NOTICE

Sealed quotations affixing Rs.25/- Court Fee Stamp are invited for supply of Laboratory Equipment, Drilling Accessories, Survey Equipments, Tents, Tarpaulin etc so as to reach the office of the undersigned on or before 28th November, 2016.

The cost of tender paper is Rs.100/- for each item on payment by crossed D/D or cash in favour of Director of Mineral Resources, Shillong – 793003. Self addressed stamp envelope is to be enclosed along with the request.


(R.P. Marak, MCS)

Director of Mineral Resources,
Meghalaya::: Shillong.

1. Tender from bonafied manufacturers of their authorized dealers only will be considered. Manufacturing firms should indicate the registration number of their firms and also mention the address of their manufacturing units. Authorized dealers should produce authenticated credentials about their dealership from the principals which they represent.
2. Tenders should be properly sealed and the subject matter and last date of submission should be super scribed in bold letters on the body of the cover, bearing the name and address of the tenderer.
3. Tenders should reach the office of the Directorate of Mineral Resources, Government of Meghalaya, Shillong – 793003 on or before the stipulated date. Last tenders will not be considered.
4. **VALIDITY:** Tenders rates should be valid at least up to 31st March 2017.
5. A court fee stamp of Rs. 25/- (Rupees twenty five) only to be invariable affixed to the tender by local tenderers of outside Meghalaya, an uncrossed postal order of the same amount should be submitted along with the tender.
6. **Tenderer must be accompanied by :**
 - a. An Earnest money of Rs. 1000/- (Rupees one thousand) only in the form of deposit- at Call on any branch of State Bank of India, duly pledge in favour of the Directorate of Mineral Resources, Meghalaya should accompany the tender. In case of Schedule Tribe and Schedule Caste tenderers, the amount of Earnest Money is Rs. 500/- (Rupees five hundred) only is applicable, subject to production of Schedule Tribe/schedule Caste Certificate. The firm which are registered with A.G.S & D or the small Scale Industries units registered with NISC for manufacturing stores to be purchased are exempted from paying the Earnest Money.
 - b. Attested copy of VAT Certificate and VAT Registration.
 - c. Attested copy of valid and current Sale Tax Clearance Certificate from Superintendent of Taxes. TIN of the firm should be enclosed without which the tender shall be out rightly rejected.
 - d. Attested copy of valid and current Professional Tax Certificate.
 - e. Attested copy of valid and current District Council's Trading License for Non-Tribal tenderers.
 - f. Whenever a tenderer quotes rates for a particular brand, a certificate from the Manufacturer/Distributor to the effect that the tenderer is an authorized Dealer/Agent is to be furnish by the tenderer.
 - g. Whenever a tenderer quotes rates for a particular item, Original catalogue, Brochure containing detailed Technical Specifications should be enclosed.
 - h. Attested photograph of the Tenderer.
 - i. Financial Stability Certificate from any Nationalized Bank or Deputy Commissioner concerned.
 - j. Tenderer should submit the undertaking that the supply of equipments should be carried out by himself/herself only.
7. The following information must be mentioned on the body of the envelopes containing the technical bids and the price bids, failing which the sealed envelope of quoting firms will not be opened.
 - a. Sales Tax Certificate valid up to 31st March 2017 enclosed.
 - b. VAT Certificate/Registration valid up to 31st March 2017 enclosed.
 - c. Professional Tax Certificate valid up to 31st March 2017 enclosed.
 - d. Earnest Money valued Rs. 1000/- enclosed.
 - e.
 - f. District Council's Trading License valid up to 31st March 2017 enclosed. (For Non-Tribal firms). Failing which the tender cannot be accepted.

8. Rates :

- a. Should be inclusive of all taxes to be deducted at sources.
 - b. Should be valid for a period of 12 (twelve) months.
 - c. Should be quote separately for each item.
 - d. Should be quote F.O.R. destination (i.e. Office of the Directorate of Mineral Resources, Meghalaya, Shillong at Risa Colony).
 - e. Should be inclusive of all charges like packing, insurance and other incidental charges. Only C.S.T. against 'D' form may be shown extra, if applicable.
 - f. Should be written clearly in figures and in words. Any alterations or over writing must be fully signed by the tenderer.
9. Tender should be addressed to the undersigned by designation and not by name. Sealed envelope containing the tender should be superscripted as, tender for supply of Items/Equipments, these must be sent by registered cover or hand – delivered. On the cover containing the Technical Bid, it shall be mentioned in bold letters. If both technical bids are found kept in the same envelope, such tenders are liable for summary rejection by the tendering committee.
10. Tenders must be prepared to accept items – wise rate offered by this Department. Otherwise, their earnest money will be forfeited.
11. Tenders should quote the rate inclusive of taxes.
12. The Director, Directorate of Mineral Resources, Meghalaya, Shillong will intimate the successful tenderer through a letter of acceptance. Till then, no tenderer has any right to assume that his/her tender has been accepted. There shall be no claim whatsoever for compensation for any expenditure incurred by any tenderer, in anticipation of any acceptance letter.
13. Earnest Money of the unsuccessful tenderers will be released only after finalization of the contract with the successful tenderer will be returned only when the Security Deposit has been furnished.
14. Any loss sustained by the Government due to failure, omission or neglect to the supplier will be realized from his/her Security Deposit.
15. In the event of rejection, failing, declining, neglecting or delaying to comply with any demand or requisition, the Director, Directorate of Mineral Resources, Meghalaya, Shillong will be at liberty to order purchase such items at the expense of the supplier.
16. The Director, Directorate of Mineral Resources, Meghalaya, Shillong may rescind forthwith the contract in writing if :
- a. A Contractor assigns or sub-lets any contract without his approval in respect of the contract or any other contract entered into with the undersigned.
 - b. A Contractor or his agent or servants are guilty of fraud in respect of this contract or any other contract.
 - c. The supplier declines, neglects or delay to comply with the demand of requisition or in any other ways fail to perform or observe any condition of the contract.
- In case of such rescission, the Security Deposit, in part or full, at the discretion of the Director, Directorate of Mineral Resources, Meghalaya, Shillong shall stand forfeited and be absolutely at the disposal of Government. Further, the Government entitled to recover from the suppliers, any extra expense of Government may be put to in obtaining supplies from elsewhere.

17. If the Supplier/Firm willfully neglects, fails to perform or observe any condition of contract or attempts to cheat or indulge in foul practices, the Director, Directorate of Mineral Resources, Meghalaya, Shillong may impose a ban upon such Supplier/Firm for future business with the Department.
18. The Purchase Board reserve the rights to reject any or all tenders without assigning any reason thereof and does not bind itself to accept the lowest rate (s).


Director of Mineral Resources
Meghalaya:::Shillong.
