

ANNEXURE-II

Govt. of West Bengal
Office of the Superintendent of Police (Admin.)
Counter Insurgency Force, West Bengal
Garia, Kolkata - 84.

MEMO NO.....⁶³¹...../CIF

DATE:-.....²⁹...../06/2021

TENDER NOTICE NO-01/MT/2021-2022

SEALED TENDERS ARE INVITED FROM THE BONAFIED FIRMS / GOVT. CONTRACTORS / SUPPLIERS / GOVT. UNDERTAKINGS AND SUCH OTHER CONCERNS FOR SUPPLY OF MOTOR SPARE PARTS AND REPAIRING OF GOVT. VEHICLES AND MOTOR CYCLES OF CIF, WB FOR THE FINANCIAL YEAR 2021 - 2022. TENDERERS ARE REQUESTED TO QUOTE THEIR RATES INCLUSIVE OF GST BOTH IN FIGURE AND WORDS. THE TENDERS SHOULD BE ADDRESSED AND SUBMITTED TO SUPERINTENDENT OF POLICE (ADMIN), CIF, WB, 307, GARIA MAIN ROAD, KOL-84, IN SEALED COVERS WITH THE WORDS "**TENDERS FOR SUPPLY OF MOTOR SPARE PARTS & REPAIRING OF GOVT. VEHICLES AND MOTOR CYCLES OF CIF, WB**" SUPER-SCRIBED AND TO BE DROPPED IN THE SEALED TENDER BOX KEPT IN THE OFFICE OF THE SP (ADMIN), CIF, WB.

THE LAST DATE OF SUBMISSION OF TENDER IS ONE MONTH FROM THE DATE OF PUBLICATION OF TENDER NOTICE IN ONE BENGALI NEWSPAPER. INTENDING TENDERERS ARE REQUESTED TO FOLLOW THE NEWSPAPER.

DETAILS OF TERMS & CONDITIONS, ETC. WILL BE AVAILABLE FROM THE OFFICE OF THE SUPERINTENDENT OF POLICE (ADMIN), CIF, WB, GARIA, KOL-84 ON ANY WORKING DAY FROM THE DATE OF PUBLICATION IN THE NEWSPAPER.


DIG, CIF, WB
&

holding addl. Charge of SP(Admin)
CIF, West Bengal.

TERMS AND CONDITIONS:-

1. Tenders should be submitted in a sealed cover addressed to the Superintendent of Police (Admin), CIF, WB, Garia, Kol-84, with the words "**TENDERS FOR SUPPLY OF MOTOR SPARE PARTS & REPAIRING OF GOVT. VEHICLES IN CIF, WB**". Super-scribed and to be dropped in the sealed tender box kept in the office of the Superintendent of Police (Admin), CIF, WB within one month from the date of publication of Tender Notice in one Bengali Newspaper.
The unit has vehicles both at Garia, Kolkata and at Bidhannagar, Durgapur & at Salboni, Paschim Medinipur. The L-I tenderer must supply / repair the vehicles at the place where the vehicles are physically attached.
2. Tenderers who are registered with CSSI and MSME Unit Govt. Of West Bengal, and NSIC, Government of India, must produce attested copies of their Registration Certificates in support of their claim for exemption from earnest money for those items for which the tenderer is registered.
3. The earnest money to the tune of Rs. 10,000/- (Ten thousand) in the form of Bank Draft / Pay order/ FDR etc., should be deposited in favour of superintendent of Police (Admin), CIF, WB, Garia, Kol-84. Tenderers from other states should furnish earnest money in crossed and transferable Bank Draft in favour of the Superintendent of Police (Admin), CIF, WB, 307, Garia Main Road, Kol-84.

The earnest money is liable to be forfeited if the tenderer(s) fails to fulfill and observe any of the terms and conditions.
4. Tender form should be dully signed in all pages and stamped as token of having understood and accepted the terms and conditions.
5. No modification in the rate after opening the tender will be entertained and if any tenderer(s) modifies the terms and conditions of the tender his tender shall be summarily rejected and his earnest money shall be forfeited.
6. The articles will be liable to be rejected on spot if supply does not tally with the approved/proper sample as per specification or found to be of inferior quality.
7. Selected tenderers will be required to deliver the articles within the date to be specified in the supply order and in case of default the supply order shall be liable to be cancelled and security money deposited shall be forfeited without assigning any reason thereof.
8. Superintendent of Police (Admin), CIF, WB, will not be liable to pay any interest on earnest money / security deposit under any circumstances to the tenderers.
9. In the event of failure and / or delay in supply of articles requisitioned in the supply order the undersigned shall have the authority to secure/collect such articles from any other sources at the risk and cost of the supplier adjusting/recovering the extra expense ,if any, from the earnest money/ security money of the defaulting tenderer and if such deposited amount is not sufficient to cover up the said extra expenditure the supplier shall be liable to Compensate the department for the unadjusted amount.

10. After expiry of the contract earnest money of the successful tenderer will be refunded on completion of satisfactory transaction and on representation of refund claim along with no demand certificate in the prescribed form.
11. All tenderers shall submit the following documents along with their tenders:-
- Valid Trade License.
 - Income Tax deposit receipt for the current financial year.
 - Professional Tax (PT) deposit receipt for the current financial year.
 - Pan Card.
 - GST Registration Certificate.
 - Credential certificate, if any.
12. Failure to comply with any of the above instructions will disqualify a tender.
13. On any breach by the contractor of any of the terms of the contract the Superintendent of Police (Admin), CIF, WB, may, in addition to recovering any loss sustained, terminate the contract on 07(Seven) days' notice to the contractor.
14. The undersigned reserves the right to accept or reject any or all tender(s) without assigning any reason thereof.

29/12/21

DIG, CIF, WB
&
holding addl. Charge of SP(Admin)
CIF, West Bengal.