

**TENDER DOCUMENT FOR**  
**“ PROCUREMENT OF SPORTS ITEMS ”**  
**FOR 5 MODEL SCHOOLS OF DAMAN AND DIU”**

( 2<sup>nd</sup> Call )



*OMNIBUS INDUSTRIAL DEVELOPMENT CORPORATION OF  
DAMAN & DIU AND DADRA & NAGAR HAVELI LIMITED  
( A Government Undertaking )*

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DAMAN & DIU AND DADRA & NAGAR HAVELI LIMITED  
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## LIMITED TENDER FOR SPORTS ITEMS

You may quote against this tender enquiry only if you are a registered sports items dealer and in a position to supply the articles within a week of the supply order. If you fail to abide by this condition your earnest money deposit/security will stand forfeited.

The Description of the Sports items proposed to be purchased are enclosed in Annexure-I. The terms and conditions governing the tender for supply of sports items are given in Annexure-II.

Unit price of each item must be quoted inclusive of all taxes and duties, if any, (except VAT which need to be shown separately). Two Samples of all items ( one to be supplied to OI DC Office and the other to be supplied to Office of the Assistant Director of Education, Nani Daman ) shall be called & produced under the purchasing committee of the office. Every sample should be duly marked and signed so as to make it distinct from the other. The committee shall shortlist/finalize the items after examining the quality/brand etc of the sample and having satisfied itself of the same. For ensuring the quality of the product, it may not be binding on the committee to accept the lowest rate for each any item. Quality, durability and the standard of the products shall be guiding principle for the committee in finalizing/short listing the item.

The supply will have to be made to our five schools as under and no transportation & installation charges can be claimed :

1. Government Higher Secondary School, Opp. Old Collectorate, Moti Daman
2. Government Higher Secondary School, Zari, Moti Daman
3. Government Higher Secondary School, Near Killa, Diu
4. Government Higher Secondary School, Vanakbara, Diu
5. Government Higher Secondary School, Bhimpore, Nani Daman

The defective items, if any, will have to be replaced, immediately

Manager ( Finance )

## QUALIFICATION FOR TENDER

1. Earnest Money Deposit (EMD):

The tenders have to be accompanied by an Earnest Money Deposit of ₹.47500/- in the form of a Demand draft/FDR in the name of “OIDC Ltd” at any Nationalised Bank. EMD in any other form shall not be acceptable. It may be noted that no tendering party is exempted from payment of this Earnest Money Deposit. It may be noted that only Govt Agency is exempted from payment of this Earnest Money Deposit. Tenders submitted without EMD shall be summarily rejected.

2. Submission of tenders:

- i. Complete tenders containing
  - **Duly filled in Tender Booklet in the prescribed format only**
  - Earnest Money Deposit equal ₹ 47500/- in form of Demand Draft/ FDR in the name of “OIDC Ltd” at any Nationalised Bank located at and the documents as listed in the forwarding letter of the Tender Document Booklet.
- ii. All these should be secured fully and put into a sufficiently large envelope. The envelope should be sealed and super scribed with “Tender for Sports Items.”
- iii. The envelope containing the completed tender should be addressed to, The General Manager Administration, OIDC Ltd, Camp Office, Moti Daman – 396 210.
- iv. The completed tenders should reach the office of the General Manager ( Administration ), OIDC Ltd within the due time & date prescribed. OIDC Ltd shall not be responsible for any postal or courier delays.

3. The bidder should be registered under Sales Tax / VAT

4. The bidder should have a turnover for at least last three years of Rs. 25 lacs.

5. Income Tax Clearance Certificate along with copies of returns of last three years

**TENDERS RECEIVED AFTER THE DUE TIME & DATE SHALL NOT BE ENTERTAINED BECAUSE THE TENDER BOX SHALL BE CLOSED & SEALED IMMEDIATELY AFTER DUE TIME ON THE DUE DATE.**

Tender submitted on plain paper or unauthorised copies of the Tender Document Booklet shall be treated as invalid and shall be summarily rejected.

3. Tender Schedule:-

Date of Receipt of Tender	:	02.05.2011 (1500) hrs
Date of Opening of Tender	:	02.05.2011 (1600) hrs.

In case OIDC office is closed on 02.05.2011 due to some reason, the last date and time will automatically get shifted to 1600 hrs on the next working day.

4. Validity of offers:

- i. Offer/s made in the tender shall be valid till 31.07.2011 from the date of offer.
- ii. Any unsolicited correspondence after the last date and time for receipt of tenders is liable to render the tender/offer as invalid. Tendering parties are, therefore, advised in their own interest, to desist from filling any uninvited correspondence after the notified time.

- iii. It may be noted that the Tender Document Booklet is non-transferable.
- iv. All offers have to be made clearly in English. There should be no cuttings. If a striking out is resorted to, it should be signed.
- v. No. alteration or amendments shall be allowed after opening of the tenders.
- vi. Offers submitted by telex, telegram or fax shall not be considered.
- vii. For a tender to be valid the individuals signing the tender document must specify.
  - Whether they are signing as the Sole Proprietor/ partners or attorneys.
  - Or as Authorized Dealers/ (with proof provided)..

5. Opening of tenders:

- i. Tenders shall be opened in the Corporate Office of Office of OI DC Ltd, Somnath, Daman as per the following schedule:

16.00 hrs on 02.05.2011

- ii. Tenders shall be opened in presence of representatives of the tendering parties,
  - who wish to remain present.
- iii. Tenders shall be read out one by one. Polite queries about rates etc. can be reread on request. Parties are however requested to desist from making comments.

6. The short list:

- i. A short list of tenders is expected to be ready by a week after the tenders are opened. EMD of other tenderers shall be returned once the supply order is made.
- ii. The tenderers whose tender is finally accepted for supply of the of sports items will be informed in due course and in writing.
- iii. Short listing of a tenderer does not confer any rights on any tenderer, it only means that the offer made is under consideration.

7. General Conditions:

- i. The General Manager ( Administration ), OI DC Ltd reserves the right without assigning any reason, therefore to
  - Accept or reject, a whole or any part of an offer,
  - Reject any or all offers partly or wholly
  - Cancel or withdraw the tender notice
  - Accept or reject any deviations from these condition

NB. The General Manager ( Administration ), OI DC Ltd is not bound to accept the lowest tender or lowest part of any tender.

8. Disputes:

In case of any dispute arising with regards to this tender or its conclusion, the issue shall be referred to an Arbitrator appointed by OI DC Ltd. His decision in the matter shall be final. The arbitration charges shall be paid by the tenderer.

9. Acceptance

Signing of the tender form and the Detailed Terms & Conditions shall be deemed as the final acceptance of these terms and conditions.

**MANAGER ( FINANCE )**



## **TERMS AND CONDITIONS**

1. The material supplied shall be in accordance with the samples / catalogues submitted for approval only. No deviations from the standards shall be acceptable.
2. Except C.S.T. all other Taxes / Duties / Royalties Charges payable on the Sales / Transport etc within and/or outside the state shall be payable by the supplier.
3. No extra charges for packing, forwarding and insurance etc will be paid in addition to the rates quoted.
4. The decision of the OIDC Ltd for acceptance/rejection of any articles supplied including the decision for equivalent specifications, standard and quality etc of articles shall be final.
5. The supplier will have to pay an amount equal to 10% of the total value of articles mentioned in the supply order within 10 days from the date of the order as Security Deposit in form of Demand Draft in favour of OIDC Ltd, Daman. Non-receipt of Security Deposit within stipulated time limit will result in automatic cancellation of the order for supply without any intimation.
6. The supplier has to submit performance bank guarantee (hereafter referred to as Security Deposit) from any Nationalized bank of 10% amount of his final offer towards performance security within 15 days from the date of issue of supply order for the duration of one year.
7. In case, the supplier does not execute the supply order placed with him, the Security Deposit of the supplier will be forfeited to the Government and the contract for the supply shall be terminated with no further liabilities on either party to the contract.
8. EMD will be forfeited in case successful bidder fails to :
  - a. Sign agreement as mentioned above
  - b. Furnish Security Deposit in time
9. For specified items, the amount of Security Deposit will be refunded after expiry of guarantee/warranty period. For other items, security deposit will be released only on satisfactory completion of supplies, or any such date/period as may be mutually agreed upon.
10. OIDC may consider extension of time for remitting the Security Deposit if demanded. However, in case of denial to consider such extension the supplier is bound to abide by the limit given and liable to make good any loss to OIDC on account of his failure to abide by the time limit.
11. Extensions of time limit for supplies shall be considered by the OIDC Ltd maximum upto one month of issue of supply order. The extension so granted may be with levy of compensation for delay in execution of supply order upto 5% of the cost of supplies ordered for at the discretion of the authority competent to grant extension of time limit provided such request is made well in time, depending upon the circumstances and such decision in the matter will be final.
12. The supplies of educational materials etc of inferior sub standard quality or of different specifications, brand, manufacturer etc other than that ordered specified and/or incomplete or broken articles will not be accepted. The supplier will have to replace the same at his own cost and risk. Intimation of non-acceptance of any stores Items and equipment etc will be sent to the supplier within 10 days from the date of receipt of the stores and the same will be returned to the supplier at his own cost and risk within 15 days from the date of dispatch of intimation of the non-acceptance. However, if the replaced supplies are not received within 15 days from the date of communication, the OIDC Ltd will not be responsible for any damage, loss, etc of such rejected articles.

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13. Demurrage charges paid by the OIDC Ltd on account of late receipt of dispatch documents intimation will be recovered from the bills payable to the supplier.
14. If at any time after the order for supply of educational materials the OIDC Ltd shall for any reason whatsoever not require the whole or part of the quantity thereof as specified in the order the OIDC Ltd shall give notice in writing of the fact to the supplier(s) who shall have no claim to any payment of compensation whatsoever on account of any profit or advantage which the supplier(s) might have derived from the supply of articles in full, but which did not derive in consequence of the full quantity of articles not having been purchased, nor shall have any claim for compensation due to any alterations having been made in the original instructions which shall invoice any curtailment of the supply originally contemplated.
15. Termination of agreement: In case of failure to replace the accepted and rejected articles from supplies made, as mentioned in the conditions, the loss suffered by the Government will be recovered from the supplier's Security Deposit or payment of any bill(s) to the extent required.
16. In case of failure to supply the store, items and equipment etc ordered for, as per conditions and within the stipulated time, the same articles will be obtained from the other Tenderer who offered next higher rates or from any other sources, as may be decided by the OIDC Ltd and the loss to the Government on account of such purchase(s) shall be recovered from the former supplier's Security Deposit/Earnest Money or amount of bill payable. The suppliers shall have no right to dispute with this procedure.
17. The payment shall be made to the supplier only after all the material is supplied to Head Master / Principal of concerned Model School at Daman / Diu and a certificate is produced by the supplier duly signed by the Head Master / Principal to that effect that the material is received as per order and specification in good condition.
18. The Earnest Money(s)/Security Deposit(s) paid by the tender(s) earlier against any tender(s) or supply order(s) is/are not adjustable with Earnest Money or Security Deposit required as per conditions of this tender.
19. All bills should be in DUPLICATE and should invariably mention the number and date of supply order.
20. All bills for amount above Rs. 5000/- should be pre-receipted on a Revenue Stamp of proper value. Bills for amount exceeding Rs. 5000/- not pre-receipted on Revenue Stamp of proper value will not be accepted for payment.
21. Each bill in which Value Aided Tax is charged must contain the following certificate on the body of the bill:  
'CERTIFIED that the goods on which Value Aided Tax has been charged have not been exempted under the Central Sale Tax Act or the Rules made there under and the amount charged on account of Value Aided Tax on these goods is not more than what is payable under the provisions of relevant Act or Rules made there under'.
22. In respect of any dispute given rise to the legal proceedings between the parties, the courts at Daman shall alone have the jurisdiction.
23. All other terms and conditions shall be as per the tender documents.

### Details of Enclosures

I am/ We are also enclosing as Annexure the following documents (Up-to-date) in fulfillment of the conditions laid down in the tender document. (Please tick mark your option).

Annexure:-

1. Dealer Ship Certificate
2. VAT Registration certificate
3. PAN No.
4. Income Tax Clearance Certificate along with copies of returns of last three years
5. Proof of turnover for at least last three years of Rs. 25 lacs

Stamp & Signatures of the Authorized Signatory

Name\_\_\_\_\_

Complete Address\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Dated:

**ANNEXURE – I**

Sr.	ITEM	UNIT PER	TOTAL QTY	RATE PER UNIT	TOTAL
		MODEL SCHOOL	FOR 5 MODEL SCHOOLS		
	<b><u>CRICKET BAT</u></b>				
1	PROFILE 500 NO. 6	10	50		
	<b><u>BATTING GLOWS</u></b>				
2	THE DAZZLER	6	30		
	<b><u>INNER GLOVES</u></b>				
3	LEAGUE	15	75		
	<b><u>ABDOMINAL GUARD</u></b>				
4	TEST (FULL/YOUTH)	15	75		
5	DYNAMIC SUPER WITH BRIEF	15	75		
	<b><u>CRICKET THIGH PAD</u></b>				
6	AMAZER	8	40		
7	DYNAMIC SUPER	8	40		
	<b><u>ACCESSORIES</u></b>				
8	CRICKET MAT	1	5		
	<b><u>CRICKET DRESSES</u></b>				
9	Sports Shoes for Boys & Girls	36	180		
10	<b><u>BAT GRIPS</u></b>	20	100		
	<b><u>T.T. RECQUET</u></b>				
11	ELITE	10	50		
	<b><u>T.T. BALL</u></b>				
12	PRACTICE WHITE - BOX	12	60		
13	1 CROWN ORANGE PER BOX	12	60		
	<b><u>TABLE TENNIS ACCESSORIES</u></b>				
14	SCORE BOARD	2	10		
15	ENERGY BLUE 250 ML (QTY-PKTS)	25	125		
16	RUBBER WIPER	2	10		
	<b><u>VOLLEY BALL</u></b>				
17	LEATHER BALL	24	120		
	<b><u>HAND BALL</u></b>				
18	HAND BALL MEN	1	5		
19	HAND BALL WOMEN	1	5		
	<b><u>HAND BALL NET</u></b>				
20	SINGLE THICK	1	5		
21	DOUBLE THICK	1	5		
	<b><u>BASKET BALL</u></b>				
22	M-2000/SLAM DUNK/ABOVE THE RIM/GALAXY	2	10		
23	M-2000/SLAM DUNK/ABOVE NO. 5	2	10		
	<b><u>BASKET BALL NET</u></b>				
24	TRIPPLE COLOUR SILK TYPE	1	5		
	<b><u>BASKET BALL RING</u></b>				
25	16MM BLACK	2	10		
26	20MM INTERNATIONAL	2	10		
	<b><u>LONE TENNIS RACKET</u></b>				
27	RD-JR-11-23 ( NEW )	6	30		
28	RD-JR-11-25 ( NEW )	6	30		
29	TITANIUM	6	30		
	<b><u>LAWN TENNIS BALL (DOZ)</u></b>				
30	CHAMPIONSHIP	12	60		

Sr.	ITEM	UNIT PER	TOTAL QTY	RATE	
		MODEL	FOR 5 MODEL	PER	
		SCHOOL	SCHOOLS	UNIT	TOTAL
	<b><u>RACKET GRIP</u></b>				
31	AC 759 COLOUR	2	10		
	<b><u>BADMINTON RACKET</u></b>				
32	CAB 6000	10	50		
33	CAB 8 TITANIUM	10	50		
	<b><u>FOOT BALL</u></b>				
34	GOLD CUP ( BEST P.U.)	15	75		
35	FORCE - II	10	50		
	<b><u>FOOT BALL SHOES</u></b>				
36	IMPORTED SOLE 2002	36	180		
	<b><u>FOOT BALL DRESSES</u></b>				
37	STOCKINGS	36	180		
	<b><u>CHIN GUARD</u></b>				
38	PROTECTOR	30	150		
	<b><u>ROLLER SKATES</u></b>				
39	FIBROL	20	100		
40	BABY BEARING WITH SHOCKER	20	100		
41	BABY BEARING W/O SHOCKER	20	100		
	<b><u>SKATES BOARDS</u></b>				
42	SENIOR	1	5		
43	JUNIOR	1	5		
44	<b><u>HELMET</u></b>	20	100		
	<b><u>SKATES ACCESSORIES</u></b>				
45	KNEE PAD STEP ONE (YOUTH)	20	100		
	<b><u>CARROM BOARD</u></b>				
46	JUMBO 5 X 2.5 DOUBLE PLY	10	50		
	<b><u>CARROM POWDER</u></b>				
47	PRACTICE 160 GM	20	100		
	<b><u>CARROM MEN ( COKIES )</u></b>				
48	BRISTO	10	50		
49	CHAMPION	10	50		
50	<b><u>GASS CUTTING M/C ( 5 HP Motor )</u></b>	1	5		
51	GROUND LINE MACHINE	1	5		
	<b><u>ATHLETICS</u></b>				
52	SPIKE SHOES NO 5	6	30		
53	SPIKE SHOES NO 6	6	30		
54	SPIKE SHOES NO 7	6	30		
55	SPIKE SHOES NO 8	6	30		
56	SHORT PUT 16 RATAL	1	5		
57	RELLAY BATTOM	10	50		

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## LIMITED TENDER FOR SPORTS ITEMS

To

The General Manager ( Administration ),  
OIDC Ltd,  
Camp Office,  
Moti Daman – 396 210.

Sir,

In response to your tender notice I/We submit herewith my/our tender for the supply of Sports Items.

I/We have read and understood all the terms and conditions governing the tender. I/We agree to abide by these terms and conditions.

I/ We undertake to replace the defective material, if any, at our cost.

I/ We have duly signed all pages of the tender document together with the copy of the “Terms and Conditions” contained in the tender document booklet.

I/We have signed the copy of these terms and conditions as a token of acceptance of these conditions.

Yours faithfully,

Stamp & Signature of the Authorised Signatory

Name\_\_\_\_\_

Dated.....

Complete Address\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Pin code No.\_\_\_\_\_

**CERTIFICATE OF ACCEPTANCE OF TERMS AND CONDITIONS**

I/We have read and full understood the Terms and Conditions as laid down above in respect of tender for Sports Items.

I/ We agree to abide by the same.

I/ We have signed all the pages of the Tender Document Booklet as laid down.

Stamp and Signature of the Authorised Signatory

Name\_\_\_\_\_

Complete Address\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Dated:



