Sealed Quotations / Tenders are invited by Manager (T) O&M 220KV S-I, 220 KV S/Stn. Trauma Centre, West Ansari Nagar New Delhi-110029, from the experienced companies/ contractors in the relevant business for the following works:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Quotation / Tender Enquiry No.</th>
<th>Name of work</th>
<th>Estimated Cost (Rs)</th>
<th>Earnest Money Deposit (EMD) (Rs)</th>
<th>Quotation / Tender Fee (Rs)</th>
<th>Work Completion Period</th>
<th>Scheduled Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>End Sale of Quotation / Tender</td>
<td>07.01.2020 at 5:00 PM</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Start Bid Submission</td>
<td>17.12.2019 at 10:00 AM</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>End Bid Submission</td>
<td>08.01.2020 at 10:30 AM</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Opening of Quotation/ Tender</td>
<td>08.01.2020 at 11:30 AM</td>
</tr>
</tbody>
</table>

Place from where Quotation/Tender can be obtained, submitted and venue for opening of Technical & Commercial Bids in the O/o DGM (T) O&M-South, Delhi Transco Limited, Room No.- 103, 220KV S/Stn Lodhi Road Complex, New Delhi-110003. Complete Quotation / Tender documents can also be downloaded from the website of DTL [http://www.dtl.gov.in](http://www.dtl.gov.in) is mentioned below.

(Unique No. DTL-.........................)

In the event of Quotation / Tender being downloaded from the website, bidder shall submit the tender in a Book Form, each page must be numbered and signed by the Bidders. Offer submitted which is not in the bound Book Form shall be rejected immediately.

**Name:** Er. Hari Gopal  
**Designation/ Deptt.:** Manager (T) O&M 220KV S-I  
**Address with Fax No:** Manager (T) O&M 220KV S-I.  
220 KV S/Stn Trauma Centre, West Ansari Nagar, New Delhi-110029
NOTICE INVITING QUOTATION


M/S____________________
____________________
____________________

Sub : Supply of consumable items for sweeping & cleaning works required at 220 KV S/Stn. H.C Mathur Lane & Trauma Centre

The Sealed quotations are invited for executing of subject work as per the details given as under:-

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of the Work.</th>
<th>EMD (Rs)</th>
<th>Cost of Quotation Documents.(Rs.)</th>
<th>Completion Period.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Supply of consumable items for sweeping &amp; cleaning works required at 220 KV S/Stn. H.C Mathur Lane &amp; Trauma Centre</td>
<td>1000/-</td>
<td>590/- (Non-refundable)</td>
<td>15 days</td>
</tr>
</tbody>
</table>

1. The quotation documents can be purchased from the office of the Manager (T) O&M 220KV S-I, 220 KV S/Stn. Trauma Centre, West Ansari Nagar, New Delhi-110029 up to 07.01.2020 till 5:00 PM, i.e. the closing time of sale of quotation documents.
2. The sealed quotations are required to be submitted in the office of the DGM (T) O&M-South, Delhi Transco Limited, Room No.-103, 220KV S/Stn Lodhi Road Complex, New Delhi-110003 up to 10.30 AM sharp on or before 08.01.2020.
3. The offer shall be opened on the same day i.e. on 08.01.2020 at 11.30 AM in the office of the DGM (T) O&M-South, Delhi Transco Limited, Room No.-103, 220KV S/Stn. Lodhi Road Complex, New Delhi-110003.
4. The contractors having the valid Pan No. & GST No. are only eligible to participate.
5. The eligible/interested participants can purchase the enquiry documents either from the office of the u/s or the same can be downloaded from DTL web site www.dtl.gov.in and the cost of documents as specified in the NIQ letter is required to be submitted along with the offer only by means of DD/BC/PO etc in f/o DTL.

Mgr(T)O&M 220 KV S-I
NOTICE INVITING QUOTATION


M/S______________________
______________________ Date of opening:- 08.01.2020

Sub : Supply of consumable items for sweeping & cleaning works required at 220 KV S/Stn. H.C Mathur Lane & Trauma Centre.

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Description of Work</th>
<th>Unit</th>
<th>Qty.</th>
<th>Rate/unit</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.01</td>
<td>Phenyle</td>
<td>L</td>
<td>100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.02</td>
<td>Odonil</td>
<td>EA</td>
<td>50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.03</td>
<td>Room freshner</td>
<td>EA</td>
<td>20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.04</td>
<td>Hand wash Soap, 120gm, Dettol or Equivalent</td>
<td>EA</td>
<td>60</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.05</td>
<td>Naphthalene balls in packet</td>
<td>EA</td>
<td>50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.06</td>
<td>Wiper</td>
<td>EA</td>
<td>8</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.07</td>
<td>Soft Broom for cleaning floor</td>
<td>EA</td>
<td>20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.08</td>
<td>Road Broom, Big with wooden handle</td>
<td>EA</td>
<td>20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.09</td>
<td>Toilet Cleaning Brush</td>
<td>EA</td>
<td>12</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.10</td>
<td>Floor Mop cloth, min 2'x2', Cotton</td>
<td>EA</td>
<td>50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.11</td>
<td>Duster</td>
<td>EA</td>
<td>50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.12</td>
<td>Door Mat</td>
<td>EA</td>
<td>8</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.13</td>
<td>Dust Pan</td>
<td>EA</td>
<td>8</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.14</td>
<td>Colin</td>
<td>EA</td>
<td>20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.15</td>
<td>Surf Detergent, 500g</td>
<td>EA</td>
<td>40</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Total (Rs.)</strong></td>
<td></td>
<td></td>
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</tbody>
</table>

The amount of the expenditure is inclusive of the applicable taxes. The terms & conditions of the enquiry NIQ letter & as per annexure enclosed also stands applicable.

**Enclosures:** Terms & Conditions (Annexure A)

**Documents required to be submitted by the bidder:**

1. PAN card copy
2. GST Copy
3. Past purchase orders/ completion certificate for the similar work

Signature of the contractor with rubber stamp
1. The Sealed quotation should reach in the office of the DGM (T) O&M-South, Delhi Transco Limited, Room No.- 103, 220KV S/Stn Lodhi Road Complex, New Delhi-110003 up to 10.30AM sharp on or before 07.01.2020 & the same shall be opened at 11.30 A.M on 08.01.2020 in the office of DGM (T) O&M-South, Delhi Transco Limited, Room No.- 103, 220KV S/Stn Lodhi Road Complex, New Delhi-110003.

2. SCOPE OF WORK: Supply of consumable items for sweeping & cleaning works required at 220 KV S/Stn. H.C Mthur Lane & Trauma Centre.

3. The sealed envelope of the quotation must have the following details on the envelope itself: -
   a) Enquiry/Quotation No. & Date.  
   b) Name of the work.  
   c) Validity Period (120 days)  
   d) Details of Earnest Money i.e. DD No., Name of the Bank, Amount, Date etc.  
   e) Date of opening.  
   f) GST No.  
   g) Name & address of the contractor.

4. Where the documents have been downloaded from DTL web-site the contractor is also required to record the full particulars of the DD/BC/PO being submitted on account of cost of the documents on the envelope itself. If details of Quotation fee & EMD are not provided on the envelope or not found as per NIQ/ Web Notification, then Bid shall be rejected immediately without further intimation.

5. The rates should be as per the work annexure i.e. Unit Rate/Per No./Per Meter etc. and the applicable taxes be also quoted separately & the offer shall be valid for a period of minimum of 120 days.

6. **RATES**: The rates quoted shall be firm and including of all taxes, duties, etc. The rates should be quoted based on the units specified in words as well as in figures without any cutting, in case of difference of values/rates in figures and words or any confusion it will be constituted to take the rates, which are lowest.

7. **QUALIFICATION REQUIREMENTS**: Bidder should submit the satisfactory completion/performance report of similar Supply P.O.’s/Works executed in DTL or other State Transmission Utility. Similar works means: Supply of similar items in DTL/ State Transmission Utilities during last 07 years. Offer submitted without satisfactory Completion/Performance report and P.O. copy is liable to be rejected.

8. **DELIVERY**: The materials shall have to be delivered within 15 days of receipt of PO at respective 220KV S/Stn. without any extra cost, failing which penalty shall be imposed @ 1.0% per week subject to maximum 10% on delayed portion of the order value.

9. **SECURITY**: The successful tenderer shall have to deposit the security at @ 5% of the total Ex-works price for the proper performance of the contract within seven days of receipt of purchase order failing which a penalty @ 0.05% per week subject to maximum of 2% shall be imposed.

10. If there is no improvement in proper execution of the order as per terms & conditions of this order, the order shall be cancelled within 15 days with written notice to you and no claim for damage will be entertained.

11. **GUARANTEE**: The materials to be supplied shall be guaranteed for satisfactory operation for 06 months from the date of commissioning or 12 months from the date of supply whichever is earlier.

Signature of the contractor with Rubber Stamp  contd..2..
12. **MATERIAL APPROVAL**: The materials to be supplied shall have to be got approved by respective Asstt. Manager (T) of the Substation.

13. **PAYMENT**: Payment shall be made as per DTL norms through ECS after receipt and approval of materials & submission of bill by the party.

14. **REJECTED MATERIAL**: The contractor will have to replace/repair free of cost such quantity/quantities, which may not be accepted due to defect or inferior quality/poor workmanship within reasonable period mutually agreed from the date of information in this respect. Rejected materials shall have to be removed within a fortnight from the date of intimation against replacement or refund of payment made, failing which the Deptt. shall have the right to dispose them off in any manner it likes.

15. **ARBITRATION**: If any dispute/question of controversy arises between DTL and contractor relating to the contract/order or any clause or thing contained therein, the dispute shall be referred at the arbitration of G.M.(O&M)-II or his nominee and the decision of the G.M.(O&M)-II or his nominee shall be final and binding on both the parties.

16. **QUANTITY VARIATION**: During the execution of the Contract, DTL reserves the right to increase or decrease the quantity of item under the contract but without any change in unit price and other terms & condition. However, such variation shall not be subject to any limitation for the individual items but the total variation in all such items under the contract shall be limited to plus twenty five or minus five percent (+25/-5%) of the Contract Price.

17. **INTEREST & REFUND OF EMD**: No interest is payable by DTL on the amount of Earnest Money deposited by the Tenderer/Contractor. Earnest Money is held by DTL till obligations are satisfactorily and completely discharged by the Tenderer/Contractor. The amount of the Earnest Money shall be refunded to the unsuccessful bidders immediately after decision taken by the authority competent to accept/reject the tenders.

18. **BLACK LISTING**: Any Party making post tender development directly or indirectly may be black listed for a period up to 3 years. In case tenderer amends/modifies/revise/withdraws the prices/price structure of the offer without the consent of Delhi Transco Limited, after the tender opening and during the period of validity of their offer (i.e. 120 days), the Earnest Money in full or part deposited by them shall be liable to be forfeited or their offer liable to be rejected. They shall also be debarred from participating in future tenders of DTL for the period ranging from 1 to 5 years and shall be placed under Black List. If the supplier fails to supply the material in full or in part within stipulated delivery period specified in the purchase order of material/equipment is found to be defective or failing of fulfill the Guaranteed Performance of the Contract as specified in the Purchase Order, they shall be debarred or black listed from participating in future tender of DTL for the period ranging from 3 to 5 years.

19. **PACKING & DESPATCH**: The contractor shall include and provide the strong protection and packing material so as to avoid damage in the transit of suit under proper conditions and shall be responsible for all losses or damages caused or occasioned by any defect in packing. The Contractor shall be responsible to get each consignment properly numbered, marked for handling during transit and clearly addressed to Delhi Transco Limited, New Delhi and safely placed in wagons. For all such consignments which are wrongly address labeled or miscued, the contractor shall bear such demurrage warfare or any other charges which may become due on the consignment received.

Signature of the contractor with Rubber Stamp

contd..3..
20. **PRICE BASIS:** All prices and price components of materials and services under the subject contract shall remain firm during execution of contract and no price variation whatsoever will be allowed on any of the components.

21. **REPLACEMENT OF DEFECTIVE AND REJECTED MATERIAL:** The contractor shall replace free of cost at destination any such quantities of material or any parts thereof, which be found defective due to inferior quality or bad material or workmanship etc. during the guarantee period within 30 days or the intimation to the effect. The material on receipt at purchaser's office/site shall be verified and inspected by the purchaser. If the material is not found to purchaser’s satisfactions and specifications the same shall be rejected and the intimation thereof shall be conveyed to the contractor. The contractor shall also be intimated of the shortage and/or damages in the material received in the Purchaser’s site/offices. The rejected/short Supplied/damaged stock shall be replaced free of cost at destination within 7 days of intimation from DTL failing which the cost of such material shall be recovered from any amounts due to the contractor. Rejected supplies shall be removed within 10 days of receipt of intimation failing which the contractor may lose the claim of material.

22. **RISK PURCHASE:** The Project shall be completed satisfactorily and within the period specified in the order, failing which purchaser reserves the right to complete the project from other sources at the sole risk and cost of the supplier and the difference of rates will be recovered from the suppliers. If on checking, testing and using, the supplies/services proves to be defective or fails to fulfill the guarantee performance of the contract as specified by himself, the contractor shall have to remove the defects at his costs. If the contractor fails to do so the purchaser may arrange supplies/services at the cost of the contractor. Where supplies/services are not according to specifications and it is decided to retain the inferior supplies/services at the discretion of the purchaser, supplier will be entitled to receive the payment at rates by the purchaser with due regard to the quality of the supplies/services and not at the rates mentioned in the order. In case there is no improvement in the proper execution of the order as per terms and conditions or the contract the purchaser reserves the right to cancel the order after serving 15 days written notice to contractor and no claim or damages will be entertained.

23. **SUB-LETTING OF CONTRACT:** The contractor shall not unreasonable withhold, assign or sublet his contract or any substantial part thereof, without the written consent of purchaser. Such subletting shall not in any way be interpreted as releasing the contract from his liability & obligations under the contract.

24. **FORCE MAJEURE:** No liability shall be attached to contractor for non operation of execution of their obligation under this contract as a result of Force Majeure or any other factor beyond the reasonable control of the Management. No liability shall be attached to contractor for any damage due to natural calamities such as Earth vibrometer/Quake, War, Civil Commotion and Willful damage.

25. **TAXES AND DUTIES:** All the statutory taxes and levies applicable on supplies and services are inclusive in the Contract Price. Relevant Confessional Central Sales Tax declaration forms, as admissible, would be issued to you by DTL as per the provisions of Bidding Document against the supplies on receipt of your written request for all the items identified in this Letter of Award. The above contract price is inclusive of applicable VAT, Service Tax and Cess thereon. DTL shall not bear any liability whatsoever on this account. DTL shall make statutory deduction at source in accordance with the statutory provisions including income Tax Act, as applicable from time to time, for which necessary TDS certificate(s) shall be issued to you in due course. C Form will be issued to you if requested by you and bills also represent taxation as per FORM C.
26. **TERMINATION OF CONTRACT**: DTL reserves the right to terminate the contract after giving 2 week notice in case of performance of the contractor is not found satisfactory or on account of non-compliance of any of the condition of the contract. In such case the security deposit shall also be forfeited without prejudice to right of the DTL to take any other action of recover any loss suffered by the DTL due to non-performance of the contract.

27. **WARRANTY**: The contractor warrants that the material will be new and in accordance with the specifications. The contractor warrants that the material will be free from defects in design material and workmanship. The acceptance of the supplies & services by the purchaser shall in no way relieve the contractor of his obligation under this article. In case of defective supplies & services not repairable at site but essential in the maintenance of the commercial operation of the equipment the parties shall mutually agree to a program of replacement by renewal which will minimize to the maximum extent, any interruption in the operation of the equipment. It becomes necessary for the contractor to replace or renew any defective equipment under this article. The provision of this article shall apply to the replacement until the expiration of six months from the date of such replacement of renewal or until the period of twelve (12) months after completion of test which ever may be later.

28. Delhi Transco Limited reserves the right to reject the offer/offers without assigning any reason.

29. Delhi Transco Limited reserves the right to cancel the order, if found unsatisfactory performance and will have the right to procure material from other party at the Risk and Cost of the contractor.

30. In case of opening day is holiday/closed day, opening date may be treated as the next working day or can be postponed by the officer opening authority.

31. Items are to be supplied as per technical details/specifications of sample/items. Bidder can visit site for further details of items during working hours on any working day.

_mgr (T)O&M 220 KV S-I_

Signature of the contractor with Rubber Stamp