

No.D-13021/3/2016-Genl
Government of India
Ministry of Consumer Affairs, Food & Public Distribution
Department of Food & Public Distribution

Krishi Bhawan, New Delhi
Dated the **3** January, 2017

TENDER NOTICE

SUBJECT : SUPPLY OF FLOWER BOUQUETS IN SINGLE BID SYSTEM

Sealed quotations are invited in enclosed pro-forma for supply of flower bouquets for use by Hon'ble Minister / Other Senior Officers during official functions, meetings, etc . Interested parties may drop their quotations in the tender box of Department of Food and Public installed at Gate No. 6 of Krishi Bhawan, New Delhi **by 1500 Hrs. on 03.01.2017**. The quotations should be super-scribed as "**QUOTATIONS FOR SUPPLY OF FLOWER BOUQUETS**". Quotations received after stipulated date/time shall not be entertained.

Terms & Conditions :

- (i) The quotations must be accompanied with an Earnest Money Deposit (Refundable) of **Rs.7,500/- (Rupees Seven thousand five hundred only)** in form of DD / Pay Order/ Banker's Cheque in favour of "DDO Department of Food & Public Distribution". Quotations received without EMD shall be summarily rejected.
- (ii) The Earnest Money Deposited of the un-successful tenderer would be released only after finalization of the contract. Bid Security of the successful bidder shall be returned on receipt of Performance Security. No interest on EMD/Performance Security will be paid by the Department.
- (iii) The approximate value of the tender is **Rs.1,50,000/-per annum**.
- (iv) Must have minimum **2 years experience** in providing flower bouquets in Government Departments as well as Hotels. etc. (Please attach documentary proof alongwith the bid).
- (v) The Bidder should have a **24 X 7 shop** within a radius of **03 KMs** from Krishi Bhawan, New Delhi. In case a firm situated at a far off place is selected, the firm shall be responsible supply of the bouquets at given time and place. No request for extension of time on account of traffic jam etc. will be considered.

Signer

- (vi) Successful bidder shall submit a Performance Bank Guarantee of **Rs.15,000/- (Rupees Fifteen thousand only)** in form of FDR/ Bank Guarantee/DD hypothecated to DDO, Department of Food and Public Distribution, which would be valid throughout the period of contract. The said surety will be forfeited if the firm fails to supply the items at the quoted rates or if terms of this contract are violated or if the firm withdrew its services prematurely or requested for pre-mature termination.
- (vii) Bidder shall submit an undertaking, along with the bid, to the effect that all terms and conditions stipulated in the tender notice are acceptable to him.
- (viii) In case a tender is selected and withdrawn by the bidder from the bids, the EMD is liable to be forfeited.
- (ix) This office will have the authority to select more than one firm for award of contract. This office further reserves the right to decide whether a Firm should be selected for supply of some or all items listed in the tender form.
- (x) As and when the demand is raised, the successful tenderer will be required to supply Flower Bouquets at Department of Food & Pubic Distribution, Krishi Bhawan or any other place fixed by the department.
- (xi) The bidder shall maintain the fresh quality of flower bouquets / bunches to be supplied. In case, item supplied fails to meet the prescribed specifications, the same will be returned and firm will have to replace the same within 3 hrs.
- (xii) Competent Authority in the Department of Food & Public Distribution shall reserve the right to forfeit the payment if the item supplied fails to meet the standard parameters viz. Quality of Flowers, Quantity of Flowers, Freshness of flowers, etc.
- (xiii) This office will have the authority to cancel any order, if the required items are not supplied on time. Penalty of Rs. 3,000/- (Rupees Three thousand only) will be levied on each failure of supply of items within two hours after the receipt of Order.
- (xiv) The cost/pricing of bouquets shall be inclusive of all incidentals like delivery charges, Service Tax, VAT, etc. No additional payment towards delivery charges, Service Tax, VAT etc. shall be paid.
- (xv) The bidder shall raise the bills on monthly basis.

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- (xvi) If any information furnished by the applicant is found to be incorrect at later stage, the bidder shall liable to be debarred from tendering. Department of Food & Public Distribution shall reserve the right to verify the particulars furnished by the bidder independently.
- (xvii) The tenderer should enclose a signed copy of the terms and conditions stipulated for award of the contract, conveying his acceptance of the same.
- (xviii) The Department reserve the right to cancel the contract at any stage without assigning any reason thereof.
2. The quotations received will be opened at 1600 Hrs. on the same day i.e. on 24.01.2017 in the room of undersigned (Room No.44-B) Krishi Bhawan, New Delhi. The tenderer or his representation may, if they so desire, be present at the time of opening of quotations.

SCOPE OF WORK:

A. Premium Flower Bouquets / Bunch :

Sl.No.	Name of Flower	Quantity of flowers in each bouquet
1.	Lily (Yellow colour)	40
2.	Roses (Red colour)	50

B. Special Flower Bouquets:

Sl. No.	Name of Flower	Quantity of flowers in each bouquet
1.	Lily (Yellow colour)	02
2.	Roses (Red colour)	50

C. Standard Bouquets/Bunch:

Sl. No.	Name of Flower	Quantity of flowers in each bouquet
1.	Roses (Red)	50

D. General Flower Bouquets:

Sl. No.	Name of Flower	Quantity of flowers in each bouquet
1.	Roses (Red)	40

E. Wreath (Standard Size) appr. 24"

3. In addition to the above colours, department can make the demand of flowers of any other colour.

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4. The quantity shown in the above tables excludes different type of leaves and grasses required to augment / decorate flower bouquets.

1. Technical bid is at 'Annexure 'A' and Financial bid is at 'Annexure 'B'.
2. The decision of JS(Admn.) will be final in all disputes.
3. All disputes are subject of Delhi jurisdiction only.



(Rajesh Kumar Pandey)
Under Secretary to the Government of India
Tele : 23097040

Technical Bid

Name of the Firm	
Address & Telephone No. of shop / firm Distance from Krishi Bhawan, New Delhi.	
PAN Number	
Contact Person with Mobile No.	
Status Proprietary / Partnership/ Pvt. /Public Ltd. Co.	
TIN / Service Tax Number (Enclose a copy of TIN /Service Tax No.)	
Details of past experience in the same trade (enclose the copies of orders received from Central/State Governments, Hotels, Institutions, etc.)	
Mode / Details of Earnest Money	

Declaration :-

I hereby certify that the information furnished above is full and correct to the best of our/my knowledge. I understand that in case any deviation is found in the above statement a any stage, the company will be blacklisted and will not be allowed to have any dealing with the Ministry in future.

(Signature with Stamp of Tenderer)

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Financial Bid

	Type of Flower Bouquet	Rate
A.	Premium Flower Bouquets / Bunch :	
B.	Special Flower Bouquets:	
C.	Standard Bouquets/Bunch:	
D.	General Flower Bouquets:	
E.	Wreath (Standard size - approx. 24")	

Declaration :-

I hereby declare that the Rates quoted above shall remain frozen for a period of one year from the date of signing of Rate Contract.

(Signature with Stamp of Tenderer)

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