

FINANCIAL INTELLIGENCE UNIT – INDIA
6th Floor, Hotel Samrat, Kautilaya Marg, Chanakya Puri, New Delhi – 110021.

F. No.: 4-5/2005-FIU(Admn.)(Vol.III)

Dated: 01.10.2012

To,

40 vendors as per list enclosed.

Sub: Quotation for supply and installation of two 0.75 Ton Window AC with three star rating of Brands of Samsung, Hitachi, LG and Voltas and other related equipments i.e. stabilizer and switches(changer) in FIU-India Premises.

Sir,

The FIU-India wishes to procure/install two 0.75 Ton Window AC with three star rating of Brands of Samsung, Hitachi, LG and Voltas. With these two AC two stabilizer and one switch for regulating use of both ACs alternatively is also required. Therefore, quotations from the respective OEM / authorized dealers/firms etc. are invited with a request to quote their most competitive and reasonable rates, AMC etc.

Terms and Conditions

The Tender Document can be received from the office of Additional Director (Admn.), Financial Intelligence Unit - India, 6th Floor, Hotel Samrat, Kautilaya Marg, Chanakya Puri, New Delhi – 110021.

1. Eligibility Criteria : The Tenderer shall fulfill all the following requirements :-

- a) The firm should be a registered firm.
- b) The firm should be profit making firm in year 2011-12.
- c) The firm should have PAN/TAN Registration No.
- d) The firm should have office in Delhi.
- e) The firm should not be blacklisted by any of the Government Office/Organisation/Institution.

The Tenderer should also ensure to submit following items with their bid:

- i) Details of Tenderer to be provided in Annexure – I
- ii) Proof of firm being registered as shop/establishment/firm/company.
- iii) PAN/TAN Registration Certificate.
- v) Proof of having office in Delhi.
- vi) Price Bid to be provided in format Annexure – II.

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2. Compliance with the technical specifications

The equipment offered shall be in accordance with the minimum Technical Specification as provided above. However, higher version/additional specification/ deviation from the specification, if any, shall be clearly indicated alongwith the explanation. The office reserve the right to select the specification and other features as per its actual requirement. The bids/ quotation must be accompanied by the relevant document/ literature confirming the product to be supplied duly signed by the Tenderer with seal of the firm. The bid submitted in a casual manner and without proper documentation shall be summarily rejected. **(Format of submission of bid is enclosed at Annexure-II)**

3. Submission of Offer

- a) (i). All prices and other information like discounts etc. having a bearing on the price shall be written both in figures and words in the **prescribed format Annexure-II**. Where there is a difference between amounts quoted in words and figures, the amounts quoted in words shall prevail.
- (ii). The interested Tenderers will submit bid as asked for in the Tender Document Non-compliance of these may lead to rejection of bid. The bid should be for Item price with warranty/Gurantee/ post warranty.
- b) The Excise Duty, Sales Tax/VAT etc., as applicable should be quoted separately in absence of which it will be presumed that they are included in the rates and FIU-India shall have no liability to pay these charges.
- c) The tender in the prescribed format should be submitted under sealed cover. The sealed cover shall be superscribed **“Quotation for Supply and installation of two 0.75 Ton Window AC with related items” in FIU-India**” which should be addressed to the Additional Director (Admn.), Financial Intelligence Unit - India, 6th Floor, Hotel Samrat, Kautilaya Marg, Chanakya Puri, New Delhi – 110021. The tenders not submitted in prescribed manner shall be summarily rejected and the Bid shall not be considered. The Financial Intelligence Unit – India reserves the right to accept or reject any tender without assigning any reason.
- d) The Bid shall be opened in the presence of the tenderer(s) representative(s) who may wish to be present.

4 Evaluation

- a) The Tenders will be evaluated on the basis of specification/brand/make of the product as per FIU-India requirement. If considered necessary, the Committee may reject any bid and the decision in this regard by the Committee would be final and binding to the bidder.
- b) If the Purchaser i.e. FIU-India considers necessary, it may ask for revised bids from the short listed tenderers which should be submitted within two days of intimation of this effect in sealed envelopes on specified date and time. The revised bids shall not be for amounts more than one quoted earlier for an item, unless the specification is of higher configuration than the earlier ones, by the respective tenderer. Any tenderer

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quoting higher rates for the same item with same configuration quoted earlier in their revised financial bid shall be disqualified for further consideration.

- c) The FIU-India reserves the right to select the tenderer on the basis of best possible features quoted. The decision of FIU-India arrived at in this regard shall be final and representation of any kind shall not be entertained on the above. Any attempt by any tenderer to bring pressure of any kind shall disqualify the tenderer for the present tender and the tenderer may be liable to be debarred from bidding for FIU-India tenders in future for a period of three years.
- d) The FIU-India reserves the right to award the contract to any of the bidders in the interest of the office irrespective of not being lowest and in this respect, the decision of the Office shall be final.

5. Effect and Validity of Offer

- (a) The offer shall be kept valid for acceptance for a minimum period of 90 (Ninety) Calendar days from the date of opening the commercial/financial bids.
- (b) Order shall be placed as per FIU-India's requirements by the authorized Officer. The successful tenderer will supply and install complete goods at the earliest but not later than 05 days from the date of placing the Purchase Order unless the period of delivery of goods extended due to justified reason duly accepted by the Office.
- (c) The contract shall be valid for a period of one year from the date of award of contract.
- (d) All the terms and conditions for the supply, testing and acceptance, payment terms, penalty etc. shall be as those mentioned herein and no change in the terms and conditions will be acceptable.
- (e) During the validity of the contract including the extended period, if any, if the tenderer sells any system or sub-system of the same or equivalent configuration to any other Department/Organization in India at a price lower than the price fixed for the Purchaser, the tenderer shall automatically pass on the benefits to the Purchaser.
- (f) In case the Purchaser finds that the market rates have come down from the time when rates were finalized in the rate contract/order or there is a need for selection of new system configuration based on market trends, the Purchaser, may ask the short listed tenderers to re-quote the prices and the tenderer shall be selected on the basis of procedure given earlier. The time difference between such re-quoted shall be minimum three months except in case of the Union Government budget.

5. Delivery

The contractor shall deliver the store at the earliest but not later than 5 days from the date of issue of supply order unless the period of delivery of goods extended due to justified reason duly accepted by Office in accordance with the conditions of the Contract at the time/place and in the manner specified in the Contract/Supply Order. Any delay in the supply, installation and commissioning within the time fixed or in the event of repudiation of

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the contract, the (FIU-India) purchaser reserves the right to recover damage for Breach of Contract as indicated below:

- a) To recover from the contractor liquidated damages including administration expenses a sum equivalent to 0.05% of the price of stores which the contractor has failed to deliver within the period fixed for delivery/commissioning for each week or part thereof during which delivery is in arrears subject to an overall ceiling of 10% of the total contract price.

6. Payment Terms

- (a) For bids offered in Indian Rupees
- i) 100 % payment shall be made once the tenderer has delivered, installed and commissioned the items to the satisfaction of FIU-India and as governed by the following:
- No part of the contract price shall become due or payable until the tenderer has delivered, installed and commissioned the items to the complete satisfaction of FIU-India. Payment shall be made subject to recoveries, if any.
- ii) A pre-receipted bill (Proforma Invoice) shall be submitted in duplicate in the name of FIU-India. It shall be done soon after the award of contract.

7. Warranty

The equipment/goods shall have a comprehensive on-site warranty for minimum one year or in accordance with the terms of the OEM, as the case may be.

8. Dispute Settlement

If the dispute cannot be settled by mutual discussion within 30 days as provided herein, the courts at Delhi/ New Delhi, India only will have the jurisdiction to adjudicate upon the matter.

You are, therefore, requested, to quote your most competitive rate and submit the quotation in a sealed envelope superscribing “**Quotation for Supply and installation of two 0.75 Ton Window AC with related items in FIU-India Premises**” alongwith the requisite documents in Additional Director (Admn.), Financial Intelligence Unit - India, 6th Floor, Hotel Samrat, Kautilaya Marg, Chanakya Puri, New Delhi – 110021, latest by 11.00 AM on 12.10.2012 which will be opened on same day i.e. 12.10.2012 at 11.30 AM.

Thanking you,

Yours faithfully,

(Heera Singh)
Assistant Director (HS)

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DETAILS OF BIDDING FIRM.

1. Name of the Firm: _____
2. Address: _____

3. Whether the firm's ownership is Sole Proprietorship or partnership or it is registered company under Indian Companies Act: _____
4. Annual turnover: 2011-12 _____
5. PAN/TAN No.: _____
6. Landline/Mobile No.: _____
7. Name of Authorized Signatory and Designation : _____
8. Copy of ITCC/STC etc. if applicable (To be attached): _____
9. Whether blacklisted by any Government Office/Organisation/ Institution. :` _____

All the information provided above are true to the best of my knowledge.

FORMAT OF QUOTATION FOR SUBMISSION OF BID

	Technical Specifications and other details	
1.	AC manufacturing Companies name	
	Model and Make	
	Capacity of Window AC	
	Star rating.	
	Net Cost =	
2.	Stabilizer manufacturing Companies name	
	Model and Make	
	Whether ISI Marked	
	Net Cost =	
3.	Switch (changer)	
	Model and Make	
	Whether ISI Marked	
	Net Cost =	
Total Net Cost =		
Service Tax, VAT etc.		
Total Cost =		

Note. In case the solution suggested by the bidder does not meet any of the requirement indicated above in such a case the bid will be deemed to be as non-responsive. This details should be provided in Letter Head of the firm

All the informations provided above are true to be best of my knowledge and belief.

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