



GOVERNMENT OF JAMMU AND KASHMIR
DIRECTORATE OF TOURISM JAMMU.

Notice inviting e-tender for supply of Novelty items viz Mementos/Trophies/Track Suits/I-Cards etc.

e-N.I.T. No. 11 of 2020

Dated: 10/06/2020

On behalf of Lieutenant Governor of Union Territory of J&K, e-NITs are invited from registered agencies for rate contract for supply of Novelty items for promotion of J&K Tourism viz Mementos/Trophies/Track Suits/I Cards etc.(detailed list of items annexed as Annexure A) as per the requirement to Directorate of Tourism, Jammu for one year from the date of signing of agreement.

| S.No | Name of Work | Name of Division | Cost of document (In Rs) | Earnest Money (In Rs.) | Time and date of opening of tender | Who can apply |
|------|--|-------------------------|--------------------------|------------------------|------------------------------------|--|
| 1. | 2. | 3. | 4. | 5. | 7. | 8. |
| 1. | Supply of Novelty items viz Mementos/Trophies/ I-Cards/Track Suit etc. (detailed list annexed as Annexure A) | Director Tourism, Jammu | 500/- | 20,000/- | 29/06/2020 at 12.00 hrs. | Registered Firms/Agencies with valid GST No. |

1. The Bidding documents can be downloaded from the website <http://jktenders.gov.in> from 10.00Hrs on **10/06/2020 to 27/06/2020 upto 14.00 hrs.** Bid documents contain qualifying criteria for bidder, terms and conditions and other details.
2. The Bids shall be deposited in electronic format on the website <http://jktenders.gov.in> from **10/06/2020 to 27/06/2020 upto 16.00 Hrs.**
3. The Bids shall be opened online in the office of **Director Tourism, Jammu** on 29/06/2020 at 12.00 Hrs. If the office happens to be closed on the date of opening of the bids as specified, the bids will be opened on the next working day at the same time and venue.
4. The Bids must be accompanied by cost of e-NIT Document and bid security as specified in column 4 & 5 respectively of the table, payable at Jammu pledged in favour of **Accounts Officer, Directorate of Tourism, Jammu.** Bids security must be in form of CDR/FDR.
5. Director Tourism, Jammu reserves the right to reject any tender or any part of the tender without assigning any reason(s) thereof.

6. The hard copies of Technical Bid will be obtained only from the bidder who will be declared as L1 after opening of financial bid. However, following documents have to be uploaded by the bidder at the time of submission of their bids online. Treasury Chalan/FDR should be pledged to Accounts Officer, Directorate of Tourism, Jammu.
- a) Copy of Treasury Challan worth Rs. 500/- as a cost of Tender Document. deposited in Treasury under MH-1452 (Non Refundable in any circumstance).
 - b) Copy of EMD (worth Rs. 20,000/-). However, the original CDR/FDR has to be submitted to this office once declared L1.
 - c) GST Registration Certificate.
 - d) PAN Card of agency/proprietor.
 - e) Income Tax return for the Assessment year i.e. 2019-20.
 - f) Annual turnover of Rs.25.00 Lacs for previous year i.e. 2019-20.
 - g) Three years experience in making supplies to Govt. Departments.

NO: DTJ/AEO/163
DT: 10/06/2020

Accounts officer,
Directorate of Tourism
Jammu

Copy to the:-

1. Joint Director, Information Department, Jammu with the request to publish the above e- N.I.T in leading local newspapers.

7. The bid for the work shall remain open for acceptance for a period of 60 days from the date of opening of bids. If any bidder /tenderer withdraws his bid/tender before the said period or makes any modifications in the terms and conditions of the bid, the said earnest money shall stand forfeited.
8. Instruction to bidders regarding e-N.I.T. process
 - i. To participate in bidding process, bidders have to get (DSC) "Digital Signature Certificate" as per Information Technology Act-2000, to participate in online bidding. This certificate will be required for digitally signing the bid. Bidders can get above mentioned digital certificate from any approved vendors. The Bidders, who already possess valid (DSC) Digital Signature Certificates, need not to procure new Digital Signature Certificate.
 - ii. The bidders have to submit their bids online in electronic format with Digital Signature. The bids cannot be uploaded without Digital Signature. No Proposal will be accepted in physical form.
 - iii. Bids will be opened online as per time schedule mentioned in Para 3.
 - iv. Before submission of online bids, bidders must ensure that scanned copies of all the necessary documents have been attached with bid.
 - v. The department will not be responsible for delay in online submission of bids whatsoever reasons may be.
 - vi. All the required information for bid must be filled and submitted online.
 - vii. Bidders should get ready with the scanned copies of cost of documents & EMD as specified in the tender documents. The original instruments in respect of cost of documents, EMD and relevant documents by hand be submitted to the Tender Inviting Authority by Registered post/courier or by hand as per time schedule specified.
 - viii. The details of cost of documents, EMD specified in the tender documents should be the same, as submitted online (scanned copies) otherwise bid will not be accepted.
9. The guidelines for submission of bid online can be downloaded from the website <http://jktenders.gov.in>
10. The offer should include all taxes, duties assessments, Carriage etc.
11. This earnest money will be refundable to unsuccessful tenders.
12. Successful tenders will have to execute an agreement in the prescribed form.
13. The rates shall remain valid for a period of 12 months from the date of acceptance which can be extended for 90 days or till finalization of new rates, whichever is earlier.

14. The bidder shall download Annexure "B" and after filling the same the scanned copy shall be uploaded alongwith other relevant documents for office purpose.
15. All the agencies who qualify technically shall have to submit the sample for approval by this Directorate before opening of financial bids.
16. L1 rates for each item shall be considered separately instead of accumulated L1 rates as each item is of independent nature and individual agreement will be signed with the firms found lowest against each item.

ARBITRATION CASES :-

1. For any dispute between the contractor and Department, the decision of Director Tourism, Jammu shall be final and binding upon the contractor.
2. Time being essence of contract, the successful tenderer is bound to complete the allotted work within stipulated completion period.
3. The successful tenderer shall be responsible for all safety measures at sites.

Penalty Conditions :-

- a. Time of completion, being essence of contract, the successful tenderer is bound to complete the allotted work within stipulated time frame as per the job order failing which penalty to the extent of 10% of total cost of the work allotted shall be imposed upon the Agency.
- b. In case of failure of successful tenderer to execute the work in full in time bound manner that will amount to breach of contract.
- c. In case of breach of contract CDR/FDR will be forfeited and the Agency will be debarred from tendering in for 05 years. His case will be recommended for black listing for breach of contract.
- d. A notice sent through special messenger to the tender will be sufficient to initiate action against the contractor in light of agreement.
- e. In case the successful tenderer avoids receipt of notice or deliberately gives wrong address for communication of mail or where it is not possible to deliver registered letter, the notice will be pasted on his premises in presence of witness/notification in any of leading Newspaper. This will be treated as "Notice served to the contractor".

**Accounts Officer
Directorate of Tourism,
Jammu.**

ANNEXURE A

| | |
|----|--|
| 1 | Winner Cup/Trophy, Metal Make Minimum 20" |
| 2 | Runnerup Cup/Trophy, Metal Make Minimum 16" |
| 3 | Wooden Memento alongwith printing on Golden/Silver Metal plate for participants (Height 8"). Design of printing to be provided by this office. |
| 4 | Wooden Memento alongwith printing on Golden/Silver Metal plate for Chief Guest/Guest of Honour (Height 13"). Design of printing to be provided by this office. |
| 5 | Track Suit Micro Quality Net Inside M, L, XL,XXL |
| 6 | Track Suit Super Poly M,L,XL,XXL |
| 7 | Stop Watch |
| 8 | I Card (3.5"x 2.5") with Transparent Pouch and Neck Strap/Lanyard with Metal Clip Design to be provided by this Office. |
| 9 | Flag (2'x2')- Printing of Tourism Logo on Satin Cloth mounted on Bamboo Stick (Colour of the flag to be approved by this office) |
| 10 | Flag (2'x3')- Printing of Tourism Logo on Satin Cloth mounted on Bamboo Stick (Colour of the flag to be approved by this office) |
| 11 | Printing of Coloured Certificate on 280 GSM Paper |
| 12 | Caps Viscose Made with Polyester embroided Tourism Logo and Text (Royal Blue or Color as per choice) on the crown front,curved visor with stitch detailingand adjustable back strap. |
| 13 | T-Shirt with Colla Cotton Material alongwith digital printing of logo and text to be approved by the Department. |
| 14 | Metal Batch alongwith printing with Safety Pin, 4" diameter. (design to be provided by this office) |

ANNEXURE “B”
Technical Bid

In response to the above Tender Notification, having studied and understood all the terms and conditions of the said Tender notification, I/We submit the bid as follows:

| | |
|---|---|
| Name of the Supplier/Firm | |
| Address (of both H.O and Branch Office) | |
| Telephone Numbers(s) | Mobile: Landline: Fax: |
| e-mail | |
| Legal Status | Private ltd. Co/Partnership Firm/Proprietary concern: |
| GST details (copy to be enclosed) | Yes/No |
| Whether PAN details enclosed (copy of PAN Card and ITR to be enclosed) | Yes/No |
| Whether CDR/FDR of earnest money enclosed. If yes, Details | Yes/No |
| Whether Treasury challan/receipt as a cost of Documents enclosed | Yes/No |
| Whether Income Tax return for the Assessment year 2019-20 enclosed | Yes/No |
| Annual turnover of Rs. 25.00 lacs for the previous year 2019-20. | Yes/No |
| Whether Three years experience in making supplies to Govt. Departments. | Yes/No |