

GOVERNMENT OF INDIA  
GOVERNMENT OPIUM & ALKALOID WORKS  
NEEMUCH- (M. P.)-PIN-458 441

Tel: 220199, 220614

Fax : 07423-220614 /220647

F.No. I(14)02/ADM/2007/PT-I - 2207

Dated the 06.06.2018

To.

I/c Gmopiunmh@dataone.in  
01 Departmental Website  
& C.P.P.portal

D/Sir:

Subject: - SUPPLY of Printing items to GOAW, NEEMUCH

Please forward your Quotation in double sealed cover for supply of following stores addressed to the General Manager, Government Opium & Alkaloid works, Neemuch 458441; on or before 15: 00 hours of 27.06.2018. Which will be opened on the same day at 15: 30 hours in the presence of such tenderers want to be present. Your offer would be governed by terms & conditions as mentioned below :-

Sl. No.	Description of Goods	Quantity
1	2	3
01.	Buddy Pair Resister 200 page	10 Nos.
02.	Stand by register 100 page	02 Pad
03.	Handing taking register 150 page	10 nos.
04.	Instruction Register 100 page	05 Nos.
05.	Beat Book 100 page	50Nos.
06.	AME Medical Form pad 100 page	10Nos.
07.	Medical claim form pad 100 page	10Nos.
08.	Children education allowance register 100 page	05Nos
09.	ARC Result Register 100 page	02Nos
10.	Travelling Allowance bill 100 page	03Pad

02. Our file No. & date and due date should be clearly written on your quotation.
03. The quotation should be sent in double sealed cover duly subscribed on both the covers in bold letters Tender Printing items to be opened on: 27.06.2018
04. The quotation should be sent through Post or may be dropped personally by the tender(s) or their representatives in the Tender Box available in the office of the General Manager of this works.
05. The quotation should bear no correction or alteration and it should be duly signed by a competent person. The name and designation of the signatory should also be given.
06. Net rates after percentage (%) discount should be quoted; the rates should be given in figures and words. The rates should be free from cuttings, alteration or over writing. Rates should be quoted only for the specified Make & units. Offer / Quotation(s) received after specified date and time shall be rejected out rightly.
07. Rates should be valid for a minimum period of 60 days and till completion of supply.
08. All the rates should be quoted F.O.R. Destination [M.P.] Neemuch is located Mhow- Nasiharabad Highway, 56 Kms. from Chittrogarh, 133 Kms. from Ratlam and 135 Kms. from Udaipur.
09. The claim of any damage, breakage and loss in transit would be made good by company to this office & the supplier will settle claims directly with the insurance company at his own responsibility.

10. The General Manager reserves the right to not accept the lowest or any quotation and split up offer & place order(s) with one or more tendered without assigning any reason whatsoever
11. The % of GST will clearly be mentioned in the quotation as well as supply invoice (if supply order placed).
12. Earnest Money Deposit of 02% of the total value should be deposited in the form of cash or by way of account payee Bank Draft in favour of 'ASSTT. CHIEF ACCOUNTS OFFICER' GOVT. OPIUM & ALKALOID WORKS, NEEMUCH 458441 MP towards Earnest Money Deposit. Quotations received without the earnest money deposit will not be considered.
13. No interest on Earnest Money / Security deposit shall be paid. Earnest Money deposit of unsuccessful tenderers will be refunded within a reasonable period without any interest.
14. The claim of any damage, breakage and loss in transit would be made good by the supplier to the undertaking and the supplier will settle the claim directly with the Insurance Company at his own.
15. The General Manager reserves the right not to accept the lowest or any quotation and split/ up the quotation and place order with one or more tenderers without assigning any reason whatsoever.
16. You must be able to supply the articles within 30 days or as per the delivery schedule to be given in our purchase order. The delivery period should be clearly be mentioned in your offer.
17. The quantity shown in our enquiry is approximate and can be increased or reduced by us. If rates for small / large lots are different, these should be quoted separately.
18. Packing and forwarding charges if any and taxes and insurance charges if any should be clearly mentioned otherwise the rates will be treated as INCLUSIVE OF all these. Form C/D will be issued on demand.
19. Full technical literature, catalogue, pamphlet, test reports and other information etc. should be forwarded with quotation to ascertain the suitability of stores offer by you and your capacity to supply it.
20. If you are on rate contract with the D.G.S.&D or any other Department of Govt. of India for these items only such rates should be quoted and mention to this effect be made in the quotation.
21. Delivery is the essence of the contract if delivery is not made as per terms of the purchase order; the Undertaking reserves the right to forfeit the Earnest Money Deposit/ Security Deposit.
22. RISK PURCHASE: In case the stores is not supplied within the stipulated period as per purchase order or of sub-standard quality of stores supplied by you, the Undertaking reserves the right to purchase stores from any other available source. If any extra expenditure incurred due to such purchase, the extra expenditure shall be borne by the supplier. In this regard, the notice given by the Undertaking will be Final and binding without any dispute.
23. The quantity and quality of the stores shall be verified at our Works, in case of defective/not as per the specifications, the Undertaking reserves the right to reject the stores at the cost of the supplier.
24. Dispute if any, will be subject to Neemuch (M.P) jurisdiction.

Yours faithfully,

*S Malic*  
Incharge ABM  
6/6/2010