

GOVT. OF INDIA
OFFICE OF THE GENERAL MANAGER,
GOVT. OPIUM & ALKALOID WORKS, NEEMUCH (M.P.)

F. No. I(22)5/Adm/2014 - 444

Date: 11.04.2018

QUOTATION FOR VIDEOGRAPHY OF OPIUM SAMPLING WORK

To

..... Departmental Website @
..... e.p.p. portal

Please send your quotation (if you are a reputed firm/ tenderers) for the work as shown in schedule "B" addressed to the General Manager, Govt. Opium & Alkaloid Works, Neemuch (M.P.). The last date for receipt of quotation is **25.04.2018 upto 15:00** hrs. and the quotations shall be opened on the same day at 15:30 hrs. Your offer would be governed by terms & conditions mentioned in this enquiry and enclosed Annexure I.

S.No.	Item	Qty.	Unit	Rate	Amount
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As per schedule "B"

2. The quotation should be sent in double sealed cover duly super scribed on both the covers (Name of work: **Quotation for Videography of Opium Sampling Work**) to be opened on **25.04.2018 upto 15:30 HRS.**
3. The quotation should be sent either under a registered post or may be dropped in the quotation box in the above office by the representative or contractor personally.
4. Rates should be quoted only for specified items of work as indicated in the schedule "B" enclosed.
5. Rates should be valid for a minimum period of 90 days.
6. Quotation received after the specified date and time shall be rejected outright.
7. The payment shall be made against bill of work done and verification of the same by the section incharge.
8. If any damage is caused by the person to the Govt. property, the same shall be recovered from the Bill. The person should be of good moral character.
9. Dispute if any will be subjected to Neemuch jurisdiction.


(V.S. Meena)
MANAGER

11.04.18

General Terms and conditions

The tenderers have to accept the following terms and conditions and enclose a copy of this duly accepted along with the offer.

1. Tenders not strictly in conformity with the specification of the work given in the tender form shall not be considered.
2. Tenderers should submit their offer in the Schedule 'B' of the tender form only.
3. Rates should be quoted F.O.R. Neemuch basis. Neemuch is located 135 kms. from Ratlam (M.P.) and 55 kms. from Chittorgarh (Raj.).
4. Net rate should be quoted after deducting discount.
5. All expenses and taxes/ levies shall be borne by the contractor.
6. The rates quoted should be valid for a period of 90 days from the date of opening of the tender, as mentioned in the main tender document.
7. In case the tenders withdraws his tender or in the event of his tender being accepted, fail to accept the order within the stipulated time the Earnest Money furnished by him shall be liable to be forfeited without any prejudice to other rights of the Govt. under the law.
8. In the event of tender being accepted, the tenderer shall have to furnish security deposit at the rate of 5% of the total value of work to this works. In such cases EMD furnished by the tenderer shall be released/ adjustment against the security deposit.
9. Work completion time in the essence of this order. In the event of failure to complete the work in the time specified or doing substandard work. The General Manager Govt. Opium & Alkaloid Works, Neemuch reserves the right to complete the work which contractor fails to complete from any other contractor at a higher price. In such a case the contractor will bear the extra expenditure incurred and make payment of extra expenditure to Govt. Opium & Alkaloid Works, Neemuch on furnishing of the details of such extra expenditure, which will be final and binding without any dispute.
Also in case of delay you will be liable for liquidated @2% of value of work per month subject to maximum 5% of contract value.
10. Contractor/ firm should be capable to doing all the jobs mentioned in schedule B and scope of work and should have carried out smeller types of jobs; work is to be done as per instruction of section incharge.

11. The issue of bid tenders to any contractor does not mean that the bidders are qualified for bidding. Even after issue of tender at the time of technical evaluation, pre-qualification criteria will be applicable if contractor's bidding does not meet with pre-qualification criteria then his offer is likely to reject. Decision regarding this will be taken by General Manager.
12. Scope of work with the major jobs to be carried out are given with Terms & Conditions of contract shall be read in conjunction with the General Terms & Conditions of contract, specifications of work, drawing and any other documents forming part of this contract wherever the contract so requires, separate section or part of each work shall be deemed to be supplementary to and complementary to every other part and shall be read with and into the contract so far as it may be practicable to do so.
13. Conditional tenders will not be accepted.
14. Contractor/ firm shall comply with the factory acts, labour laws and safety laws in force from time to time.
15. Any other rules and regulations, conditions etc. what are in force at present and that any be framed by this works from time to time in connection with the contract will be binding and acceptable to the contractor.
16. All the services required for the work like electricity etc shall be provided by this works.
17. Work is to be started at 08:00 AM in the morning and shall continue up to 13:00 PM.
18. Contractor/ firm should deploy the work force capable of doing the job as mentioned in scope of work and contractor has to deploy one site in charge, if required, who will be responsible for all the activities carried out daily and coordinate the job as per direction of section Incharge.
19. The contractor/firm should visit this works, and site of work with permission of General Manager on any working day between 10:00 AM to 17:00 hrs. before submitting the tenders.
20. In case of exigencies, unforeseen circumstances the General Manager reserve the right to cancel the work order for whole or the balance of the quantity of part it by way of one week notice without assigning any reason.
21. Legal proceedings, if any emanating from this contract shall fall within the jurisdiction of the competent court of Neemuch, state of Madhya Pradesh.

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22. No advance payment on any account shall be made against the work. Bill of work done, will be submitted for payment.
23. The Income tax @ 2% of contract value shall be deducted at source. Also education cess as per applicable rates shall be deducted.
24. Govt. Opium & Alkaloid Works, Neemuch will not be responsible for any consequential damages, losses to the property of the contractor during the period of work, Similarly the Govt. Opium & Alkaloid Works, Neemuch will not be responsible for any losses for any losses to any person or property of the contractor during carrying out the work.
25. These General terms and conditions shall form part of the contract.
26. Registration with GST (if applicable), PAN/TAN etc. are mandatory to be deposited along with Bid.
27. The EMD of Rs. 2,800/- in the form of DD/FDR from nationalized bank in favour of ACAO, GOAW, Neemuch should be deposited.
28. All taxes/levies shall be borne by the contractor.

V.S. Meena
17/04/18
(V.S. Meena)
MANAGER

Terms and conditions accepted

SIGN AND SEAL OF PROPRIETOR

**Schedule-“B”
(Price bid)**

S.No.	Nature of Work	Qty.	Unit	Rate
1	इस कार्यालय में अफीम सेम्पलिंग के कार्य की विडियोग्राफी कराई जानी है, जिसके लिए दो विडियोग्राफर, दो विडियो केमरा के साथ संस्थान में कार्यालयीन समय में उपस्थित होकर विडियोग्राफी करेंगे तथा रिकार्डिंग संबंधित अधिकारी को सौंपेंगे। विडियोग्राफी का कार्य लगभग तीन माह तक चलेगा।			
	i. Video recording from 08:00 to 13:00 hrs (video camera rent charge +Labour Charge)	1		
	ii. S.D. Card 01 for each camera (64 GB)	1		
	iii. Hard Disk 1 T.B. External USB	2		
2	GST(If applicable)			
3	Total			

Note:- Duration of work likely to be carried out: approx 3 months, which may be increased or decreased.

MANAGER

SIGN AND SEAL OF PROPRIETOR

Check List for submission of Quotation (Technical bid)

(Following documents should be submitted alongwith the quotation)

1. PAN No./GSTIN No.
2. Firm Registration (if Applicable)
3. EMD of Rs. 2800/- in fafour of ACAO, GOAW, NMH.