



कोटेशन आमंत्रण सूचना (Notice Inviting Quotation)

उप निदेशक, सॉफ्टवेयर प्रबंधन निदेशालय, केन्द्रीय जल आयोग, नई दिल्ली द्वारा भारत के राष्ट्रपति की ओर से **“Binding of Service Books at CWC HQ, Sewa Bhawan, R.K. Puram, New Delhi”** के लिए कोटेशन आमंत्रित की जाती है। कोटेशन उप निदेशक सॉफ्टवेयर प्रबंधन निदेशालय, केन्द्रीय जल आयोग, नई दिल्ली के कार्यालय में दिनांक 01.12.2022 को अपरानह 15:00 बजे तक ही जमा की जायेंगी तथा इसी कार्यालय में दिनांक 01.12.2022 अपरानह 15:30 बजे खोली जायेंगी। कार्य अनुरुचि व निविदा इत्यादि प्रपत्र केन्द्रीय जल आयोग की वेबसाइट www.cwc.gov.in एवम भारत सरकार के केन्द्रीय सार्वजनिक खरीद पोर्टल (CPP Portal) <http://eprocure.gov.in/epublish> पर उपलब्ध है।

Sl. No.	Particulars	Qty.	Rates (inclusive of all taxes)
1.	Binding of Service Books	800(Approx)	

नियम एवम शर्तें (Terms & Conditions) :

1. The bidders shall submit the quotation in sealed cover having bid in sealed cover as prescribed below addressed to ‘Deputy Director, S.M. Directorate, Central Water Commission, 6th Floor, Sewa Bhawan (S), R.K. Puram, New Delhi- 110066’ latest by 1500 hrs. on 01.12.2022.
2. The Sealed quotation cover should be super scribed with the words “Binding of Service Books at CWC.”
3. The bidders shall submit the signed and scanned copies of technical documents i.e. copy of supply orders, PAN, GST, etc. latest by 1500 Hrs on 01.12.2022.
4. The rates shall be inclusive of GST.
5. Quoted rates should have validity period of at least 30 (thirty) days from the date of opening of quotation.
6. Work shall be started within 5 days from the date of issue of supply order.
7. The binding will be done in phases as soon as 50 service book will be available for binding the vendor will be contacted and he shall start his work.
8. After binding of 100 Nos. of Service books, corresponding payment amounting to 90 % of due amount will be released and balance 10% will be released after completion of work or 6 months whichever is earlier.



9. **The work will be done only at CWC premises.**
10. Bidder, who fails to provide services as per specifications / terms and conditions after quoting rates, is likely to be recommended for black listing.
11. The firm should have a valid PAN/GST number. The relevant numbers should be quoted/mentioned in the bid.
12. Rates shall be quoted "per unit" basis and shall include all charges.
13. The rates should be mentioned both in figures and words. In case of difference in words and figures, rates mentioned in words will prevail. All corrections and overwriting should be attested.
14. No advance payment will be made. Payment will generally be made through a/c payee cheque on submission of the bill in triplicate after satisfactory completion of work. The payment will be released after deduction of TDS, if applicable etc.
15. The late bids i.e. the bids received after the specified date and time for receipt of bids shall not be considered.
16. All expenses will be borne by the firm for sending the materials and transportation of material to the destination.
17. The last date of submission of bids is 01.12.2022 by 1500 Hrs. The bids would be opened on the same day at 15:30 Hrs in the room of undersigned.
18. The undersigned reserves the right to reject any or all quotation without assigning any reason.

उपनिदेशक (Deputy Director)

भारत राष्ट्रपति की ओर से (For and on behalf of President of India)

Copy for information to:

1. CWC Web Site.
2. CPP Website (<https://eprocure.gov.in/epublish/app.>)

