

GOVT. OF MEGHALAYA
DIRECTORATE OF CIVIL DEFENCE & HOME GUARDS:: SHILLONG

Top Floor-Horse Shoe Building, Lower Lachumiere, Shillong-793001

No.A(S).5/2012/1,

Dated Shillong, the 7th February, 2012.

TENDER NOTICE

1. The Directorate of Civil Defence and Home Guards, Meghalaya, Shillong, invites sealed Tenders duly affixing Non-Refundable Court Fee Stamp of Rs. 200/- for entering into rate contract for supply of Equipments for the Modernisation of Home Guards under the MPF Scheme, during the year 2010-2011 & 2011-2012 from the manufactures, authorised dealers and dealers of repute. Sealed Tenders, accompanied with sealed samples, will be received on or before 29.02.2012, at 1500 Hrs, and will be opened on the same day at 1500 Hrs. Tenderers, or their authorised representatives, may remain present at the time of opening of tenders. Tenders received after due time and date, either by hand or by post will be rejected, **Envelopes containing tenders should be properly sealed along all the joints.**
2. All Tenders must be accompanied by earnest Money calculated at the rate of 1% (One percent) of the total value of the articles tendered for. Earnest Money is acceptable only in the form of valid Bank Guarantee/Bank Draft/Deposit – at – Call Receipt and must be payable to the Director General, Civil Defence & Home Guards, Meghalaya, Shillong.
3. No interest shall be payable on the performance security furnished by the Tenderers.
4. All Tenders shall be opened by the Chairman of the Tender Committee in presence of members of Tender Committee and representatives of tenderers present. The Tender Committee will thoroughly scrutinise the Items offered by the Tenderers.
5. Successful Tenderers will also be required to furnish Security Deposit as mentioned below to ensure fulfillment to the terms and Conditions of the contract which the successful Tenderers will have to enter into. Such Security Deposit will be subjected to forfeiture in case of non-fulfillment of any or all of the terms and conditions of the contract. Earnest Money of Successful Tenderers will not be released till they furnish the Security Money. Earnest Money of successful Tenderers will be forfeited to Government in case of failure to furnish Security Deposits.

RATE OF SECURITY MONEY

For contract upto Rs. 1,00,000/- 2% from local tribals & 4% from others.

For contract over Rs. 1,00,000/- 3% from local tribals & 5% from others.

6. Once the rate offered in the Tenders are accepted, no enhancement of rate will be allowed under any circumstances and the Tenderers will be liable to supply at the rate approved by the Board. On failure to complete the supplies at the approved rates, the offer will be cancelled and the Security Money forfeited to the Government.
7. Once the Tender is approved, no change of shape, Pattern, or quality of specification will be entertained even on the plea of non-availability of raw materials or alternative offers of the same quality.
8. Rates should be quoted FOR Destination, Shillong, and must be inclusive of all charges, packing, insurance and other incidental charges. Only C.S.T. against 'D'

Form and Meghalaya Finance Tax and 12.5% Surcharge on M.F.T. may be shown extra, if applicable. Rates quoted should be clearly and neatly written, both in figures and in words. Over written rates will be rejected.

9. Delivery will have to be completed within 45 (forty five) days from the date of issue of supply order. No extension of time will be entertained beyond the stipulated time.
10. Payment will be made to the suppliers directly on completion of supplies and on correct receipt of goods by the undersigned on receipt of Cheques from the Director General of Police, Meghalaya, Shillong.
11. Tenders should be addressed to the Director General, Civil Defence and Home Guards, Meghalaya, Shillong – 793 001, by designation and not by name. The sealed envelopes containing the Tenders should be super scribed “Tenders for Supply of Equipments for the Modernisation of Home Guards under the MPF Scheme during 2010-2011 & 2011-2012 and be posted by registered cover or by hand.
12. In items where Tenderers have some existing and valid contract with DGS & D, the authenticated copy of such rate contract should be furnished along with the Tenders.
13. In case a tenderer is an authorised dealer, he should furnish an authorised dealership certificate issued by the manufacturing company indicating the validity period of dealership. In such case, quotation should be accompanied by the rate list issued by the manufacturing company and also pamphlets / vouchers.
14. The successful Tenderers are also required to execute a Contract Agreement in the prescribed proforma duly affixing – non – judicial stamp papers of Rs. 10/- (ten) only to ensure fulfillment of the contract which will have to entered into.
15. The Purchase Board reserves the right to reject the lowest rate or all Tenders, without assigning any reasons thereof.
16. Quantities mentioned in the list are approximate and may be increased, reduced or omitted at the time of finalization of Orders.
17. Income Tax Clearance Certificate from the Income Tax Department and Tax Clearance Certificate from the Superintendent of Taxes must also be furnished along with the Tender.
18. An attested copy of photograph of the Tenderer must be submitted along with the Tender.
19. An undertaking must be furnished that the Supply will be done by the Contractor/Tenderer himself/herself.
20. A Financial Stability Certificate from the DC/1st Class Magistrate or of a scheduled Bank, certifying that the Firm/Supplier is capable to undertake the supply, must be submitted along with the Tender.
21. At the time of opening the Tenders, if there be any objection by a majority of the Tenderers/Representatives present, as to the validity of any Tender, these will be duly recorded and put up to the Purchase Board for consideration. The decision of the Board will be final and binding.

22. Samples submitted must clearly bear the manufacturer's marking and specification.
23. (a) The successful Tenderers will be intimated by letter of acceptance by the Director General, Civil Defence and Home Guards, Meghalaya, Shillong, till then, no Tenderer has any right to assume that his/her tender has been accepted and if any expenditure incurred by the Tenderer is anticipation of issue of a letter of acceptance, there shall be no claim what so ever for compensation.
- (b) In the event of the successful Tenderer failing to perform his/her part of the contract to the satisfaction of the Department or disregards any terms and conditions of the Tender Notice or the Contract Agreement, they shall be liable to any or all the following actions, at the discretion of the Director General, Civil Defence & Home Guards, Meghalaya, Shillong.
- (i) Forfeiture of Security Deposit, in whole or in part.
- (ii) Making good the loss caused to the Government through the inability, neglect or delay to comply with any demand.
- (iii) Cancellation of the contract without any prior notice to the contractor.
- (c) All losses sustained by the Government due to failure, omission or neglect of the Contractor, will be realised from his/her Security deposit or any other account whatsoever.
24. (a) In the event of rejection, failing, declining, neglecting or delaying to comply with any demand or requisition, the Director General, Civil Defence and Home Guards, Meghalaya, Shillong, shall be at liberty, without prejudice to any claim for compensation against loss and inconvenience caused by such breach, to order purchase or to procure, to arrange from Government stock or otherwise at the expense of the Contractor whose such supplies may have been rejected or who failed, declined, neglected or delayed to supply the equipment as per acceptance.
- (b) The Director General, Civil Defence and Home Guards, Meghalaya, Shillong, may rescind any contract in writing if:-
- (i) A Contractor assigns or sublets any contract without his approval.
- (ii) The Contractor or his agent or servant shall be guilty of fraud in respect of the contractor or any other contractor entered into contract with the Government.
- (iii) The contractor declines, neglects or delays to comply with any demand or requisition of in any other way fails to perform or observe any condition of the contract.

In case of such rescission, the Security Deposit, in part or in full, at the discretion of the Director General, Civil Defence and Home Guards, Meghalaya, Shillong, will stand forfeited and be absolutely at the disposal of the Government without prejudice to any other remedy or action that the Government may take.

25. If the Contractor/Firm willfully neglects/fails to perform or indulges in practice with the motive of making undue gains, the Director General, Civil Defence and Home Guards, Meghalaya, Shillong, may impose a ban on the Contractor/Supplier for future business with the Department.

26. Tax at source will be deducted as applicable from the firm's bill, plus surcharge, on the taxable items.

EQUIPMENTS UNDER THE MODERNISATION OF POLICE FORCE
SCHEMES FOR THE YEAR 2010 – 2011 & 2011 – 2012.

Sl. No.	Name of Items	Specifications	Approx. Requirement
6.	Desktop Computer	Operating System Genuine Windows XP Processor Intel® Core i3 2120 (3.2 Ghz, 3MB) Chipset - Intel® H61 Chipset Memory – RAM 2 GB Hard Drive Capacity-500 GB SATA Optical Drive 22X DVD RW(SATA) Display 18.5" Wide TFT LCD Speakers Key Board & Mouse 104 keys PS/2 KBD One Year Warranty Norton Internet Security 2012	7 Nos.
7.	Printer - Dot Matrix	PRINTER TYPE:- Number of Pins 24 Printing Method Serial impact dot matrix Print Direction Bi-directional with logic seeking in both text and graphics. PRINT SPEED:- 10 cpi 12 cpi 15 cpi High Speed Draft: 300 360 - Draft: 250 300 375 LQ: 83 100 125 PAPER HANDLING Paper Paths & Paper Size:- Cut sheet Top Friction Continuous Rear Push Tractor Cut sheet Width : 182mm (7.2") - 364mm (14.4") Continuous Width : 101mm (4.0") - 406mm (16.0") Thickness : 0.06mm - 0.32mm Copies : Original + 3	3 Nos.
8.	Printer - Laser Jet	Print speed black (normal, A4) - Up to 14 ppm Print speed footnote:- Speed specification per industry standard testing methods Print technology – Laser Duty cycle (monthly, A4) - Up to 5000 pages Memory, standard - 2 MB Memory, maximum - 2 MB Processor speed - 234 MHz Media sizes supported - A4, A5, A6, B5, C5, DL, postcards Connectivity, standard - Hi-Speed USB 2.0 port Warranty - 1 Year Limited Warranty.	4 Nos.
9.	UPS	UPS 600 VA. Pamphlets to be submitted	7 Nos
10.	Computer Tables	Good Quality. Pamphlets to be submitted.	2 Nos.
11.	Computer Chairs	Good Quality. Pamphlets to be submitted.	2 Nos.
12.	Generator 25 KV (Heavy Duty)	Diesel Engine Driven Generator Self Start/Key Start Air/Water cooled 415 volts. Three Phase 1500 RMP 50HZ, 0.8 PF (Lag) Brushless type horizontal foot mounted double bearing voltage regulation +5% ambient Z1000 meters above sea level and confirm to the recommendation laid down in ISI 3364-1992 and	2 Nos.

		BS-5000 part 99, both engine and alternator will be directly coupled on heavy duty steel base frame complete with suitable Automatic Main Failure System AVM pads with standard set of tools etc. provided by the Manufacturer's including "CANOPY/SILENT" ENCLOSURE. Generator Shed made of G.I. Pipe cover with G.I sheet on top as per the size of Generator. Installation including supply of earthing equipments, civil works etc. consisting necessary cables, change over switch, copper & G.I. Plate, copper & G.I. strip, cable lugs, bolts & Nuts, earthing pipe, charcoal, salt etc.	
13.	Water Pump 2.5 HP (Electrical Driven)	Specifications and pamphlets to be enclosed	2 Nos.

Sd/-
Prem Singh)
Director General,
Civil Defence & Home Guards,
Meghalaya, Shillong.

Memo No.A(S).5/2012/1-A,

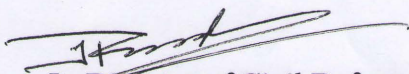
Dated Shillong, the 7th January, 2012.

Copy to :-

- 1). The Principal Secretary to the Government of Meghalaya, Civil Defence & Home Guards Department, Shillong.
- 2). The Director General of Police, Meghalaya, Shillong.
- 3). The Commander, Border Wing Home Guards Battalion, Shillong
- 4). The Commandant, Central Training Institute, Shillong.
- 5-6). The Divisional Commandant Home Guards, Shillong/Tura.
- 7-9). The District Home Guards Commandant, Shillong/Jowai/Tura.
- 10-12). The Deputy Controller of Civil Defence, Shillong/Jowai/Tura.
- 13). The Director of Printing & Stationery, Meghalaya, Shillong, for favour of Publication in the Meghalaya Gazette.
- 14). Director of Information and Public Relation, Meghalaya, Shillong, with 6(six) Spare copies. He is requested to print 1 (One) impression of the following Tender Notice in 3 (three) local News paper – Khasi, English and Garo Languages.
- 15). Office Copy.
- 16). Office Notice Board.

TENDER NOTICE

Sealed Tenders are invited for supplying Equipments for Modernisation of Home Guards and the same will be received in the Office of the Director General of Civil Defence & Home Guards, Meghalaya, Shillong, on or before 29.02.2012, at 1500 hrs. For details, please contact the office of the undersigned or log on to our website 'www.meghomeguards.gov.in'.


Jt. Director of Civil Defence &
Jt. Commandant General of Home Guards,
Meghalaya, Shillong.