

**DELHI POLLUTION CONTROL COMMITTEE**  
**DEPARTMENT OF ENVIRONMENT: GOVT. OF NCT OF DELHI**  
**4<sup>th</sup> & 5<sup>TH</sup> FLOOR: ISBT BUILDING: KASHMERE GATE: DELHI-6**

F.NO.DPCC/5(4)5/CT/07/1669-20

Date:- 30/11/15

**E-Tender Notice**

**Sub: Rate Contract for supply of stationery items on Annual Basis in DPCC.**

As directed it is informed that quotations are invited through E-Tender Website (<http://govtprocurement.delhi.gov.in>) for Supply of photocopy papers on Annual Basis Rate Contract in DPCC. The details of Stationery Items is enclosed as "**Annexure-A**":-

**A. DETAILS OF TENDER**

- a) Last date for submission of Quotation :- 21.12.2015 at 01.00 PM  
b) Opening of Quotation :- 21.12.2015 at 04.00 PM

**B. Eligibility Criteria:-**

Following essential documents should be submitted with the technical bid failing which the tender shall be rejected.


1. Earnest Money Deposit (EMD) of Rs. 10,000/- (Ten Thousand only) in the form of Demand Draft / FD in favour of **Delhi Pollution Control Committee**.
2. Self attested copy of valid registration certificate of TIN Number issued by Govt. of Delhi and PAN Number shall be enclosed with technical bid.

**The technical bids not complying with above procedure shall be rejected.**

**C. Terms & Conditions:-**

1. Sealed Technical quotations / Bids comprising of Earnest Money listed under "Eligibility Criteria" should be addressed to The Member Secretary, Delhi Pollution Control Committee, 5th Floor, ISBT Bldg., Kashmere Gate, Delhi-110006 and should reach latest by 01.00 PM on 18.05.2015 and be dropped in quotation box placed at Enquiry Counter of this office at 6<sup>th</sup> floor, failing which tender shall be rejected. Only sealed Technical bids superscribing "**Technical quotation for Stationery Items**" will be accepted.
2. The technical bids will be opened individually and examined for short listing of the vendors. The financial bids of only those vendors who have qualified technically will be opened and compared.
3. All the Stationery Items should be original and latest manufactured. The supplied items of inferior quality shall be replaced at the bidder's cost.
4. Successful bidder / approved agency will have to supply the stationery items as per requirement from time to time within 5 days after placing the purchase order by the department. If the vendor fails to deliver any or all the items within stipulated time, not only contract may be cancelled unilaterally but also EMD amount may be forfeited.
5. Interested bidders are advised to inspect / check the samples of all stationery items on any working day from 11.00 AM to 4.00 PM in the caretaking branch before submitting the tender. Any plea raised subsequently by successful bidder raising any dispute regarding the quality of the stationery items will not be entertained thereafter.
6. MS, DPCC reserves all right to reject or accept any or all quotations without assigning any reason.

This issues with the prior approval of the Competent Authority.

  
(Sharad Kumar)  
Administrative Officer

**Copy to:-**

1. SEE (IT):- with request to upload on DPCC website.
2. SEE (Enquiry Counter),DPCC.

