

No. Per(SAR&I-1)7(G)2-1/2023

Dated:

Shimla-02

2025

NOTICE INVITING TENDER

Sealed tenders are invited for **procurement of Woolen Muffler, Woolen Himachali /Kullu Topi and Woolen Ladies Stole of Best Quality** for officers/officials who are going to be retired from HP Secretariat. Duration of tender will be for a period of one year initially, if the services/work of firm found satisfactory period of tender can be extended for another one year.

The prospective Bidder shall quote their rates in the name of Section Officer (SAR&I-I) Room No. E-4G, H.P. Secretariat, Shimla-02 as per following terms and conditions and the same should reach this office on or before 15-05-2025 at 2:30 PM alongwith sample. The tender shall be opened on the same day i.e. 4 P.M. in the presence of bidders or its authorized representative, whosoever wish to be present.

The Tender in a sealed cover shall comprises of two separate envelopes. Each envelope shall contain separately the TECHNICAL BID and the FINANCIAL BID in bold and legible letters to avoid any confusion. (Prescribed proforma at Annexure-A).

The Technical Bid must contain the following:-

1. Duly filled, signed & stamped tender document.
2. Rates (including GST) and specification quoted by the bidders should be written clearly which can be read easily.
3. Self-attested Documentary proof of registration under GST/CGST.
4. Self-attested copy of PAN.
5. Samples of goods must reach in this office before opening of Technical Bid.
6. The self attested declaration that bidder is not black listed any Central/State Government/procurement agency.

The Technical Bid shall be opened first alongwith samples and the financial bid of those successful bidders who are technically qualified shall be opened in accordance with provisions of the H.P. financial rules, 2009 by the committee constituted for the purpose by the Government of H.P.

Terms and conditions:-

1. The Tender shall be submitted in a sealed cover, duly super scribed giving the serial/file number of the tender on or before the date of opening and addressed to the Sectin Officer (SAR&I-I) Himachal Pradesh Secretariat, Shimla-02.
2. The Tender in a sealed cover shall comprise of two separate envelopes. Each envelope shall contain separately the sample of items wherever applicable mentioned above for technical evaluation as TECHNICAL BID and the FINANCIAL BID.
3. The rates quoted should be strictly according to the description & specifications stated above on the prescribed proforma for Financial Bid in a separate envelop annexed as Annexure-A. The rates should be F.O.R destination of SAR&I-I, Section Store Room, H.P. Secretariat, Shimla-171002.
4. **The rate quoted by the tenderer should include all related costs like any logistics support and inclusive of GST as applicable.**
5. The prospective tenderer should neither have abandoned any work nor any of their contract should have been rescinded during the last 3 (three) years. Such abandonment or rescission will be considered as disqualification towards eligibility. They should not be on blacklist of any Central/State Government/procurement agency. A self declaration in this respect has to be furnished by the prospective bidders without which the Technical Bid shall be treated as non responsive.
6. Conditional/incomplete tender will not be accepted under any circumstances.

7. The payment will be made after satisfactorily inspection/supply of the material as per approved sample.
8. The quantity of the items can be increased/decreased as per demand.
9. No condition of advance payment or payment in cash will be considered.
10. The quality of the material as per approved sample be ensured as per specification before delivery. The item to be delivered must up to the entire satisfaction the procuring department. In case successful bidder shows its inability to supply the items within the stipulated period, the procuring entity shall have the right to issue supply order to L-2 bidder on the approved L-1 rates for which L-1 bidder shall not have right to raise any objection.
11. Rates and specification quoted by the bidders should be written clearly and also strictly in accordance with tender document.
12. The quality of **Woolen Muffler, Himchali/Kullu Topi and Woolen Ladies Stole** shall be ensured by the vendor. If any quality issue found in the item, the vendor shall provide new **Woolen Muffler, Himchali/Kullu Topi and Woolen Ladies Stole**, If still problem persists, then tender will be liable to the cancelled and in that case new tender will be given to L-2 Firm on the approved L-1 rate(s) for which L-1 bidder shall not have right to raise any objection.
13. **Eligibility criteria:** Only such Bidders, who are Registered sole proprietor/partnership firm/society or company and meet the following conditions can participate in the tender:-
- A. The Bidder must be a registered sole proprietor/partnership firm/society or company. Self-attested documentary proof of registration of sole proprietor/partnership firm/society or company must be attached.
- B. The Bidders must have valid PAN to participate in the tender and proof of TIN/CST/GST Number should be mentioned in the Technical Bid document.
- C. The rates/financial bid of prospective bidder(s) on the proforma prescribed will be considered only for those item(s) whose sample(s) is/are evaluated to be satisfactory, as per need basis. The decision of Tender Evaluation Committee shall be final and absolute in this respect.
- D. In case of any dispute, the decision of the Secretary (SA) to the Government of Himachal Pradesh shall be final and binding upon all, who also reserves the right to accept or reject the tenders without assigning any reason/not fulfilling the conditions.

(Rajesh Gautam)
Under Secretary (SA) to the
Government of Himachal Pradesh

To,

M/s

No. Per(SAR&I-1)7(G)2-1/2023

Dated:

Shimla-02

02/05/2025

Copy is forwarded to the following:-

1. The Senior Technical Director-Cum-SIO, National Informatics Centre, 6th Floor, Armsdale Building H.P. Secretariat for uploading the same on official website of H.P. Govt. Immediately.
2. Notice Boards of H.P. Secretariat.

(Rajesh Gautam)
Under Secretary (SA) to the
Government of Himachal Pradesh

Financial Bid
(in a separate envelop)

Proforma for quoting the rates (Annexure-A)

Sr. No.	Name of Items	Specification	Rate per Items included GST
1.	Ladies Stole	Woolen Kullu Stole	
2.	Muffler	Woolen Kullu Muffler	
3.	Himachali/Kullu Topi	Woolen Himachali/Kullu Topi	

Dated:

Place

Signature of Bidders with stamp