

**No. 14013/19/2011 -C&G**  
**Government of India**  
**Office of the Director General of Civil Aviation**  
**Opposite Safdarjung Airport, New Delhi**

Dated the 18<sup>th</sup> October 2011

**TENDER NOTICE**

**Sub: Quotation for rate contract for supply of 12 Volt 7AH Batteries in the Office of the DGCA.**

Sealed quotations are hereby invited for annual rate contract for supply and installation of **12 Volt 7AH Batteries in the UPS installed in Office of the DGCA, Opp. Safdarjung Airport, New Delhi.**

**TERMS & CONDITIONS**

- 1. The scope of this tender is to invite offers for supply and installation of UPS batteries of reputed brands only.**
2. The old batteries removed from UPS are to be taken by the firm.
3. The Batteries supplied should remain under Warranty for at least one year.
4. **The rates should be quoted in figures and words clearly.** Deviation, if any, from the specifications will not be accepted. Correction in "Rate" column, if any, should be duly authenticated. It should also be mentioned that the rates are including taxes or not.
5. The rates should be quoted in the enclosed proforma at Annexure.
6. A Bank Draft for an amount of Rs. 5,000/- (Rupees five thousand only) payable to the "Pay & Accounts Office, DGCA, Ministry of Civil Aviation, New Delhi" has to be submitted with quotation as Earnest Money Deposit (EMD) for safeguarding the interest of the DGCA in all respects along with the Quotation/Tender. Tender(s) received without "EMD" will not be considered. EMD of a tenderer will be forfeited, if the tenderer withdraws or amends its tender or impairs or derogates from the tender in any respect. The said "Security deposit" will be refunded on the successful completion of the contract after deductions, if any.
7. **The tenderer must be registered with Sales Tax Department and a copy of registration certificate to this effect, duly signed and stamped by the authorized person of the company must be enclosed with the tender.**

8. **'TIN' No. of the firm as applicable while submitting the tender, must be indicated.** A tender lacking this will not be considered.
9. The contract will preferably be awarded to the lowest tenderer amongst the bidders fulfilling all the requirements.
10. The items would have to be supplied and installed within 10 working days of the issue of supply order failing which a penalty would be imposed (equal to 1% of indent cost per day of delay, if the delay is attributable to the supplier).
11. If the items supplied are not found up to the approved specifications, or, are not delivered within the stipulated time, the security deposit may also be forfeited at the discretion of DGCA.
12. The rates are to be quoted on the company's letter head. Each page of the quotation/tender must be signed & stamped by the authorized Signatory. Unsigned quotations may not be considered.
13. Tender Documents not properly sealed will not be considered.
14. DGCA, New Delhi, reserves the right to accept or reject any or all of the bids in full or in part including the lowest, without assigning any reason thereof or incurring any liability thereby.

The interested parties/firms are requested to kindly send their quotations for supply of these items. The envelop should be duly super scribed as **"Quotation for supply of 12 Volt 7AH Batteries"**. The quotations may be sent in the name of the undersigned on or before 08-11-2011.

( M.C. Pandey )  
Deputy Director of Administration  
for Director General of Civil Aviation  
Telephone NO.011-24635773

**End: Annexure**

**NIC** with request to upload the same on DGCA website.

ANNEXURE

TO BE ENCLOSED ALONGWITH QUOTATION

Brand name of Battery (a)	Rate for each 12 Volt-7 AH UPS Battery including installation (Rs.) (b)	Rate for Buy back of 12 Volt-7 AH UPS Battery (Rs.) (c)	Effective Rate (Rs.) d = (b-c)	Taxes (Rs.) (e)	Total effective cost Per unit including taxes . (f)= (d+e)

Signature of the authorized person