

HAJ COMMITTEE OF INDIA
(Statutory body of Ministry of External Affairs)

REF. HC-16/137/2016

Dated: 20th May, 2016

LIMITED TENDER NOTICE

**SEALED TENDERS ARE INVITED FOR SUPPLY OF ITEM
MENTIONED BELOW FROM LOCAL BIDDERS.**

A	B	C
Sr. No.	Details of Items	Fees for Tender (Non Refundable)
1.	Baggage Tag White Synthetic Non Tearable Sheet	Rs.200/-

Detail of terms & conditions are available on the
website: www.hajcommittee.gov.in

Blank Tender Forms are available on payment as indicated above at Column No. "C" in the Office of Haj Committee of India (Stationery Section) at Bait-ul-Hujjaj (Haj House), 7-A, M.R.A. Marg (Palton Road), Mumbai – 400 001 during working hours (10:00 a.m. to 5:00 p.m.) on all working days from the date of publication of Tender Notice upto 03:00 p.m. on 08.06.2016. Tender Form can also be downloaded from the website and submitted with demand draft (Non-Refundable) drawn in the name of "Haj Committee of India".

Last date for submission of sealed tender is 09.06.2016 at 05:00 p.m.

Sd/-
Chief Executive Officer

HAJ COMMITTEE OF INDIA

(Statutory body of Ministry of External Affairs)

TENDER NOTICE / TERMS & CONDITIONS

HAJ - 1437 (H) – 2016

**SEALED TENDER IS INVITED FOR PRINTING AND SUPPLY OF NON TEARABLE TAGS FOR BAGGAGE
(AS PER SAMPLE)**

Item	Quantity	Material	Specification	Tag Type
Baggage Tag	2,25,000	White Synthetic Non Tearable Sheet	48 mm (w) x 105 mm (h) (Square Corner) with Center Hole + Rivet + Nylon Thread	(i) One Side Pre-printed (4 Color Job) (Fixed Matter) (ii) Same as (i) on Green background (approx. 40% of total quantity).

NOTE :

- 1) Blank Tender Form is available on payment of Rs.200/- (Rupees Two Thousand Only) through demand draft favouring “Haj Committee of India”, in the office of Haj Committee of India, (Stationery Section), Bait-ul-Hujjaj (Haj House), 7-A, M.R.A. Marg (Palton Road), Mumbai – 400 001 during working hours on every working day (10:00 a.m. to 05:00 p.m.) from the date of publication of Tender **upto 03:00 p.m. on 08.06.2016**. Alternatively, tender forms can be downloaded from website www.hajcommittee.gov.in. In any case the form has to be submitted with tender fee of Rs.5,000/- in the form of demand draft favouring **Haj Committee of India**.
- 2) Further details, if any required, can be obtained from the office of the Stationery Section, Haj Committee of India.
- 3) Sealed Tenders should be submitted in the Stationery Section Haj Committee of India **on or before 09.06.2016 at 05:00 p.m.**
- 4) The Tender is to be submitted in two separate envelopes marked as under:-
Envelope No.1 (Technical Bid) should contain EMD, copies of PAN Card, Shop & Establishment Registration Certificate, Sale Tax Registration, Experience of similar work, Demand draft of tender form & Sample of the material (Sample should be self attested).
Envelope No.2 (Commercial Bid) should contain only the printed Tender form duly filled in and signed.
(Both the Envelopes are to be submitted in a single bigger sealed envelope).
- 5) The rates shall be inclusive of all taxes and charges with free delivery of the material in the office of the Haj Committee of India at Bait-ul-Hujjaj (Haj House), 7-A, M.R.A. Marg (Palton Road), Mumbai-400 001.
- 6) The tenders are invited from local bidders, who have to submit the **Earnest Money of Rs.5,000/- (Rupees Five Thousand Only)** in the form of a demand draft drawn on a nationalized bank in favour of “**Haj Committee of India**”. No bid shall be entertained without earnest money.
- 7) The bidder who will quote the lowest total amount for total quantity will be the successful bidder.
- 8) TDS, as per Income Tax Rules, shall be deducted from the bills submitted for payment.
- 9) The quantity of items may be reduced or increased as per the requirement, in which case the payment shall be made for the actual quantity as per rate per tag.
- 10) Successful bidder of Baggage Tag (White Synthetic Non-Tearable Sheet) has to make delivery within 25 days. Delay in delivery will attract penalty at the rate of 10% of the cost of materials, per day, besides blacklisting and forfeiture of EMD.
- 11) Payment shall be made after total delivery of material. No advance payment shall be made.
- 12) The Haj Committee of India reserves the right to reject / accept any tender without assigning any reason thereof.

Sd/-
(Ataur Rahman)
Chief Executive Officer,
Haj Committee of India

Envelope No.1 (Technical Bid)

HAJ COMMITTEE OF INDIA

(Statutory body of Ministry of External Affairs)

BAIT-UL-HUJAJ (HAJ HOUSE), 7-A, M.R.A. MARG (PALTON ROAD), MUMBAI - 400 001.

Fees for Tender Rs.200/-

TENDER FORM

BAGGAGE TAG (WHITE SYNTHETIC NON-TEARABLE SHEET)

Haj - 1437 (H) - 2016

The Chief Executive Officer,
Haj Committee of India,
Mumbai - 400 001.

Name of the bidder _____

Address _____

Contact No. _____

Following documents enclosed herewith:- (Tick the relevant)

1. Earnest Money Draft
Earnest Money Rs. _____ Draft No. _____ Date ____/____/____
drawn on _____ is enclosed.
2. Copy of PAN Card
3. Copy of Shop & Establishment Registration Certificate
4. Copy of Sale Tax Registration
5. Experience of similar work
6. Demand draft of tender form
Amount of Rs. _____ Draft No. _____ Date ____/____/____
drawn on _____ is enclosed.
7. Sample of the material

Other details if any: -

1. _____
2. _____

- Note: - a) The sealed tenders submitted without documents / Demand draft of tender form / EMD draft shall not be considered and it would be treated as disqualified.
- b) The sealed tenders should be submitted along with the sample of the material with signature of the bidder. The quotations without samples shall not be considered and it would be treated as disqualified.

Date ____ / ____ / 2016

Signature & Seal of the bidder.

Envelope No.2 (Commercial Bid)

Haj COMMITTEE OF INDIA

(Statutory body of Ministry of External Affairs)

BAIT-UL-HUJAJ (HAJ HOUSE), 7-A, M.R.A. MARG (PALTON ROAD), MUMBAI - 400 001.

TENDER FORM

BAGGAGE TAG (WHITE SYNTHETIC NON-TEARABLE SHEET)

Haj - 1437 (H) - 2016

The Chief Executive Officer,
Haj Committee of India,
Mumbai - 400 001

Name of the bidder _____

Address _____

Contact No. _____

Item	Quantity	Material	Specification	Tag Type
Baggage Tag	2,25,000	White Synthetic Non Tearable Sheet	48 mm (w) x 105 mm (h) (Square Corner) with Center Hole + Rivet + Nylon Thread	(i) One Side Pre-printed (4 Color Job) (Fixed Matter) (ii) Same as (i) on Green background (approx. 40% of total quantity).

ITEMS	QUANTITY	PRICE PER TAG (INCL. OF ALL TAXES)		TOTAL AMOUNT		Remarks
		Rs.	P.	Rs.	P.	
BAGGAGE TAG (WHITE SYNTHETIC NON-TEARABLE SHEET)	2,25,000					

Total Amount of Rs. _____

Total Rupees in words _____

Other details if any: -

1. _____

2. _____

Note :- The bidder who will quote the lowest total amount for total quantity will be the successful bidder.

Date ____ / ____ / 2016

Signature & Seal of the bidder.