

## **HAJ COMMITTEE OF INDIA**

(Statutory body of Ministry of External Affairs)

REF. HC-16/160/2014 (VOL.3)/1A

Dated: 1<sup>st</sup> April, 2016

### **RE - TENDER NOTICE**

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

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<b>A</b>	<b>B</b>	<b>C</b>
<b>Sr. No.</b>	<b>Details of Items</b>	<b>Fees for Tender (Non Refundable)</b>
1.	STAINLESS STEEL BRACELET	Rs.5,000/-

Detail of terms & conditions are available on the  
website: [www.hajcommittee.gov.in](http://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 22.04.2016. 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 25.04.2016 at 05:00 p.m.

Chief Executive Officer

# Haj Committee of India

(Statutory body of Ministry of External Affairs)

RE - TENDER NOTICE / TERMS & CONDITIONS

Haj - 1437 (H) – 2016

**SEALED TENDER INVITED FOR PROCUREMENT AND SUPPLY OF ITEM MENTIONED BELOW FROM LOCAL BIDDERS.**

Sr. No.	ITEMS	DESCRIPTION	QUANTITY
1.	STAINLESS STEEL BRACELET	Stainless Steel Bracelet of Grade 202 with following specifications:- <ul style="list-style-type: none"><li>• Length (190.5 MM) / (19.05 CM) / (7.5 INCH)</li><li>• Width (Gauge - 21) (0.8 MM) / (0.08 CM) / (0.031 INCH)</li><li>• Breadth 16.0 MM / (1.6 CM) / (0.63 INCH)</li><li>• The bracelet should be polished with matte finishing and perfectly smooth edges.</li><li>• It should contain Cover Number, Passport Number, Name of the Pilgrim and Name of Country ("INDIA" in English and "AL- HIND" in Arabic) as per requirement.</li><li>• The letters should be inscribed with laser engraving and should be clearly visible with the size of 2.5 mm.</li><li>• Each set of bracelets for a group of pilgrims should be supplied in a single plastic bag with label indicating Cover number for easy identification.</li></ul>	1,10,000

**NOTE :**

- 1) Blank Tender Form is available on payment of Rs.5,000/- (Rupees Five 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 22.04.2016**. Alternatively, tender forms can be downloaded from website [www.hajcommittee.gov.in](http://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 25.04.2016 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, copy (s) of PAN Card, Shop & Establishment Registration Certificate, Sale Tax Registration, proof of Ownership for factory unit for bracelet / similar items in the name of bidder, previous experience of similar work & Demand draft of tender form.  
**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 sealed tenders should be submitted alongwith the sample. The quotations without samples shall not be considered. Sample should be self attested.
- 6) Item wise separate tender should be submitted. No combined tender will be entertained.
- 7) 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.
- 8) The tenders are invited from local bidders, who have to submit the **Earnest Money of Rs.50,000/- (Rupees Fifty 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.
- 9) The bidder who will quote the lowest total amount for total quantity will be the successful bidder.
- 10) TDS, as per Income Tax Rules, shall be deducted from the bills submitted for payment.
- 11) 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 unit.
- 12) Successful bidder of Stainless Steel Bracelets has to make delivery within Forty Five (45) days after supply of details of 95000 provisional selected pilgrims. The bracelets of confirmed from wait-lists, pilgrims shall be delivered within two (2) days after supply of their details. Delay in delivery will attract penalty at the rate of 10% of the cost of materials, per day, besides blacklisting and forfeiture of EMD.
- 13) Payment shall be made after total delivery of material. No advance payment shall be made.
- 14) The Haj Committee of India reserves the right to reject / accept any tender without assigning any reason thereof.

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

**Fees for Tender Rs.5,000/-**

RE - TENDER FORM

STAINLESS STEEL BRACELET

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. Proof of Ownership for Factory Unit for bracelet / similar items in the name of   
bidder
6. Previous experience of similar work
7. Demand draft of tender form   
Amount of Rs. \_\_\_\_\_ Draft No. \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_ drawn on  
\_\_\_\_\_ is enclosed.
8. 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.

#### **RE - TENDER FORM**

#### **STAINLESS STEEL BRACELET**

Haj - 1437 (H) - 2016

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

Name of the bidder \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Contact No. \_\_\_\_\_

ITEM	DESCRIPTION	QUANTITY
STAINLESS STEEL BRACELET	Stainless Steel Bracelet of Grade 202 with following specifications:- <ul style="list-style-type: none"><li>• Length (190.5 MM) / (19.05 CM) / (7.5 INCH)</li><li>• Width (Gauge - 21) (0.8 MM) / (0.08 CM) / (0.031 INCH)</li><li>• Breadth 16.0 MM / (1.6 CM) / (0.63 INCH)</li><li>• The bracelet should be polished with matte finishing and perfectly smooth edges.</li><li>• It should contain Cover Number, Passport Number, Name of the Pilgrim and Name of Country ("INDIA" in English and "AL- HIND" in Arabic) as per requirement.</li><li>• The letters should be inscribed with laser engraving and should be clearly visible with the size of 2.5 mm.</li><li>• Each set of bracelets for a group of pilgrims should be supplied in a single plastic bag with label indicating Cover number for easy identification.</li></ul>	1,10,000

ITEMS	QUANTITY	PRICE PER SSB		TOTAL AMOUNT		Remarks
		Rs.	P.	Rs.	P.	
STAINLESS STEEL BRACELET	1,10,000					

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.