



**Tender Ref. No.: NTSC/OK/EED/NHFDC-ST/2018-19**

**Tender Document For  
Supply of Beauty Therapist Tool kits**

**NSIC- Technical Services Centre**

(A Government of India Enterprise)

Okhla Industrial Estate, Phase III

(Near Govindpuri Metro Station)

New Delhi-110020

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**NOTICE INVITING TENDER**

The NSIC Technical Services Centre (NTSC), Okhla, New Delhi invites sealed tender in Two bid system (Technical & Commercial bid in two separate envelopes) from eligible dealer/distributor/trader/retailer for the Supply of Beauty Therapist Tool Kits.

The details are summarized below:-

a)	Tender number:	Reference number for inviting bids through this tender is NTSC/OK/EED/NHFDC-ST/2018-19
b)	Purchaser	The NSIC Technical Services Centre, Okhla, New Delhi, which is a Government of India enterprise under the Ministry of Micro, Small & Medium Enterprises.
c)	Specification/ details of tool kits:	The detailed specifications of Tool Kits are specified in tender and placed at <b>Annexure-A</b>
e)	Web page for details of tender	Web page: <a href="http://www.nsic.co.in/tender/Current-Tenders.aspx">http://www.nsic.co.in/tender/Current-Tenders.aspx</a> The prospective bidders are advised to remain in touch with the website for any update in respect of this tender.
f)	Locations of supplies	The tool kits are proposed to be supplied at NSIC Technical Services Centre, Okhla Industrial Estate, Phase III,(Near Govindpuri Metro Station),New Delhi-110020 It may be noted that The Centre Head of NTSC Okhla New Delhi, have full rights to cancel supplies while placing the supply orders to selected bidder. The reason for cancellation of supply would not be disclosed.
g)	Earnest Money Deposit (EMD) along with Tender	The EMD of Rupees 5000/-(Five Thousand) only shall be submitted in the form of D.D. in favour of ' <b>NSIC Ltd.-NTSC A/c</b> ' payable at New Delhi and to be placed in the Technical Bid envelope while submitting the tender.
h)	Exemption from the payment of EMD and Tender fee	The exemption for the payment of EMD as well as tender fee will be applicable to the Udyog Aadhaar/ NSIC/ District Industry Centre registered units for the goods for which the said tender floated.
i)	Cost of Tender Documents	The tender document can be collected from the office of The Centre Head, in between the period from <b>11<sup>th</sup> September 2018 to 25<sup>th</sup> September 2018</b> (except Saturday & Sunday) between 10:30 hours to 16:00 hours against payment of Rs. 236/- (Rupees Two Hundred & Thirty Six only) (Non-refundable) (including CGST@9% & SGST@9% Total GST@18%) by way of demand draft, in favour of ' <b>NSIC Ltd.-NTSC A/c</b> ' payable at New Delhi. Alternatively tender form can be downloaded from our

		website <a href="http://www.nsic.co.in">www.nsic.co.in</a> from <b>11<sup>th</sup> September 2018 to 25<sup>th</sup> September 2018</b> In case the tender downloaded for submission of offer, the tender fee of Rs. 236/- (including CGST@9% & SGST@9% Total GST@18%) in form of demand draft in favour of ' <b>NSIC Ltd.-NTSC A/c</b> ' payable at New Delhi shall be enclosed with Technical Bid of the tender while submitting the tender.
k)	Last date of submission of tender	<b>Tender must be delivered to the address below on or before 25<sup>th</sup> September 2018 up to 16.00 hours.</b> Late bids will be rejected. <b>NSIC- Technical Services Centre,</b> (A Government of India Enterprise), Okhla Industrial Estate, Phase III, (Near Govindpuri Metro Station), New Delhi-110020
l)	Date of opening of Technical Bid (Envelope-1)	<b>The technical bid for the tender shall be opened on 25<sup>th</sup> September 2018 at 16:30 hours at the address as under:</b> The Centre Head, <b>NSIC- Technical Services Centre,</b> (A Government of India Enterprise), Okhla Industrial Estate, Phase III, (Near Govindpuri Metro Station), New Delhi-110020
m)	Date of opening of Commercial Bid (Envelope-2)	The date for opening second envelope containing Commercial Bid will be intimated to the qualified bidders separately.

**Note:** In case of any further details required, the same can be collected from the office of The Centre Head, from **11<sup>th</sup> September 2018 to 25<sup>th</sup> September 2018.** (Except Saturday & Sunday) between 10:30 hours to 16:00 hours.

The Centre Head,  
**NSIC- Technical Services Centre,**  
(A Government of India Enterprise),  
Okhla Industrial Estate, Phase III,  
(Near Govindpuri Metro Station),  
New Delhi-110020

## **INSTRUCTIONS TO THE TENDERERS**

The Tender shall be submitted in accordance with these instructions, as under:-

### **1. Location of supplies:**

- a) The details of location where the tool kits supplied through this tender are as under:

#	Location	Address for supplies
1	New Delhi	<b>NSIC- Technical Services Centre</b> , (A Government of India Enterprise), Okhla Industrial Estate, Phase III, (Near Govindpuri Metro Station), New Delhi-110020

- b) The bidder is free to inspect the location in the premises before submitting the bid under this tender.
- c) It may be noted that Centre Head, NTSC Okhla have full rights to cancel the supplies even after calling the offers from bidders but before the issue of supply order to execute the supply by the bidder. The reason for cancellation of supply would not be disclosed.

### **2. Scope of Supplies:**

- a) The tool kits shall be supplied in compliance to the specifications mentioned in Annexure- A of the tender.
- b) The specifications of the tool kits as mentioned in the Annexure- A are the requirements of tender, however higher specifications of tool kits may be considered subject to their cost economics.
- c) After the supply of tool kits as mentioned in the Annexure A, the bidder has to execute its supply at the designated site in the location. No extra cost shall be paid for this reason.

### **3. Delivery**

- a) The purchaser is interested in complete delivery of tool kits by the bidder within Ten (10) calendar days from the date of issue of supply order. However, the bidder have an option to submit the best delivery time, but in any case the delivery should be before 10 days after the issue of supply order by purchaser.
- b) The sample tool kit shall be submitted by the qualified bidder so as to match the conformity of technical specifications mentioned in Annexure A. The sample tool kit shall be returned back after execution of supply order. The bidder shall be responsible for any damage during the transit of tool kits.

### **4. After Sales Services**

- a) The bidder shall ensure to render after sales services during the warranty period of particular product provided by the manufacturer of the product supplied.

### **5. Tender documents:**

- a) The tender document can be collected from the office of The Centre Head, in between the period from **11<sup>th</sup> September 2018 to 25<sup>th</sup> September 2018**. (Except Saturday & Sunday) between 10:30 hours to 16:00 hours against

payment of Rs. 236/- (Rupees Two Hundred & Thirty Six only) (Non-refundable) (including CGST@9% & SGST@9% Total GST@18%) by way of demand draft, in favour of '**NSIC Ltd.-NTSC A/c**' payable at New Delhi.

Alternatively tender form can be downloaded from our website [www.nsic.co.in](http://www.nsic.co.in) from **11<sup>th</sup> September 2018 to 25<sup>th</sup> September 2018**. In case the tender downloaded for submission of offer, the tender fee of Rs. 236/- (including CGST@9% & SGST@9% Total GST@18%) in form of demand draft in favour of '**NSIC Ltd.-NTSC A/c**' payable at New Delhi shall be enclosed with Technical Bid of the tender while submitting the tender.

The other option is to pay Rs.236/- (including CGST@9% & SGST@9% Total GST@18%) by RTGS/NEFT to the bank of purchaser as detailed under:

ACCOUNT NAME	BANK NAME	BANK A/C NO.	BANK IFSC CODE
NSIC LTD.- NTSC A/C	PUNJAB NATIONAL BANK, OKHLA, NEW DELHI	0602002100009880	PUNB0060200

The bidder is requested to attach the Bank Statement / RTGS Slip in the Technical Bid, to prove the transfer of payment to the purchaser's Account.

- b) At any time prior to the deadline for submission of bids, the Purchaser may amend the Bidding Documents by issuing addendum. The prospective bidders are advised to remain in touch with the Website for any update in respect of this tender.

## 6. Authorization for submission of tender:

The original and all copies of the bid shall be signed by a person duly authorized to sign on behalf of the Bidder. The written confirmation of authorization (in form of letter on the bidder's letter head) to sign on behalf of the bidder confirming the signature as a person duly authorized to sign should be attached with the technical bid of the tender.

## 7. Earnest Money & Tender Fees Deposit:

- a) The EMD shall be submitted in the first envelope super-scribed as "Technical Bid", of prescribed amount by way Demand Draft/NEFT drawn in favour of "NSIC Ltd.-NTSC A/c", only for the Tool kits quoted by the Bidder. No cash towards EMD shall be accepted. The offers without EMD from the Bidders shall be rejected.
- b) In case tender documents downloaded from website, Tender Fee of Rs. 236/- (including CGST@9% & SGST@9% Total GST@18%) shall be submitted by way of D.D./NEFT drawn in favour of 'NSIC-Ltd-NTSC A/c' along with the Technical Bid of the tender documents. Tender fees is non-refundable. The option for payment by RTGS/NEFT is also available and bank details of purchaser, are as under:

ACCOUNT NAME	BANK NAME	BANK A/C NO.	BANK CODE	IFSC
NSIC LTD.- NTSC A/C	PUNJAB NATIONAL BANK, OKHLA, NEW DELHI	0602002100009880	PUNB0060200	

The bidder is requested to attach the Bank Statement / RTGS Slip in the Technical Bid, to prove the transfer of payment to the purchaser's Account.

c) EMD and tender Fee submission is exempted for the bidders those having valid registration under Udyog Aadhaar, Single Point Registration Scheme of NSIC and all micro and small enterprises registered with Director of Industries from DIC for the tool kits for which this tender issued. To support this, the self-certified scan copy of such valid registration/ exemption certificate is to be attached with technical bid.

d) Special Provision for Micro & Small Enterprises:-

Micro and Small Enterprises (MSEs) participating in the tender will be given benefit as per Public Procurement Policy, 2012. Further, the MSEs owned by SC/ST entrepreneurs will also be given benefits as per Public Procurement Policy, 2012. The Definition of MSEs owned by SC/ST is as given under:

In case of proprietary MSE. Proprietor shall be SC/ST

In case of partnership MSE, the SC/ST partners shall be holding at least 51% shares in the unit

In case of Private Limited Companies, at least 51% share shall be held by SC/ST promoters.

e) The Purchaser shall not be liable for payment of any interest on EMD.

f) Any request by the bidders to consider their EMD already furnished by them to any of the other office of the purchaser, for any other contract/ tender cannot be considered as EMD for this tender.

## **8. Submission of Tender:**

a) The bidder to examine all instructions, forms, terms and specifications in the tender documents and to furnish with its bid all documents or information as required by bidding document.

b) The language for all the correspondence and documents related to the tender shall be in English/ Hindi only. Moreover, the printed literature/technical details for the tool kits shall also be in English/ Hindi.

c) The tender must be placed in a properly sealed bigger envelope addressed to The Centre Head, NSIC-Technical Services Centre, Okhla Industrial Estate, Phase III, New Delhi-110020 and the said bigger envelope shall contain two sealed envelopes containing Technical & Commercial bids. The bigger envelope must be super-scribed "NTSC/OK/EED/NHFDC-ST/2018-19" with tender inquiry number and its due date. The two sealed envelopes inside the bigger envelope must be super-scribed as:

**Envelope No-1:** The said envelope is for technical bid & shall be super-scribed as  
"Tender for the Supply of Beauty Therapist Tool Kits. - **Technical Bid**".

**Envelope No-2:** The said envelope is for Commercial bid & shall be super-scribed as  
"Tender for the Supply of Beauty Therapist Tool Kits - **Commercial Bid**".

- d) If both or either of the envelope are not sealed and marked as required, the Purchaser will assume no responsibility for the misplacement or premature opening of the bid.
- e) All the columns of the tender shall be duly, properly and exhaustively filled in. Any cutting/over writing etc. in the tender must be signed by the person who is signing the tender.
- f) Tenders received in open covers/ letters/ fax/ email will not be considered.

## **9. Financial Bid Submission:**

- a) Bidder shall take into account all costs including unloading at the location of purchaser, cartage etc. for giving delivery of tool kits at site as detailed at Para 3 of Instructions to Tenderers before quoting the rates. In this regard no claim what so ever shall be entertained.
- b) The price quoted in financial bid shall be firm and shall include all applicable GST. Any variation in the GST, duties, levies etc. till the supply of tool kits to the location shall be to the bidder's account.
- c) No extra payment shall be paid on account of any discrepancy in nomenclature of items. The Bidder shall seek clarifications if any before submitting the tender.
- d) No representation for the enhancement of the prices of the accepted tender or alteration of the terms and conditions will be entertained till supplies are completed to the designated location.

## **10. Last date of submission of Tender:**

The tender should reach the office of the The Centre Head, **NSIC- Technical Services Centre**, (A Government of India Enterprise), Okhla Industrial Estate, Phase III, (Near Govindpuri Metro Station), New Delhi-110020, by **25<sup>th</sup> September 2018** up to 16.00 hours.

The purchaser shall not consider any bid that arrives after the deadline for submission of bids. Any bid received by the Purchaser after the deadline for submission of bids shall be declared late, rejected and returned unopened to the Bidder.

## **11. Opening of Technical Bid:**

The technical bid of tenders will be opened at NTSC-Okhla on **25<sup>th</sup> September 2018 at 16:30 Hours**. The Bidder or their authorized representative (One person only) may be present at the time of opening of the tender.

## **12. Opening of Commercial bid**

The Commercial Bid of only technically qualified bidders will be opened on the stipulated due date. The date & time for opening of Commercial Bid shall be intimated to the technically qualified bidders through email, after the evaluation of Technical Bid.



**13. Validity of tender:**

- a) The tender shall be valid for a period of 30 days from the date of opening of the Technical Bid of tender. Terms and financial details submitted in the bid shall be treated as firm during the said period of 30 days.
- b) In exceptional circumstances, prior to the expiry of the bid validity period, the Purchaser may request bidders to extend the period of validity of their bids. The request and the responses shall be made in writing.

**14. Evaluation of Bids:**

- a) If there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of the Purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the line item total as quoted shall govern and the unit price shall be corrected.
- b) If there is an error in a total corresponding to the addition or subtraction of sub totals, the subtotals shall prevail and the total shall be corrected; and
- c) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.
- d) To assist in the examination, evaluation, comparison of the bids and qualification of the Bidders, the Purchaser may, at its discretion, ask any Bidder for a clarification of its Bid. Any clarification submitted by a Bidder in respect to its Bid and that is not in response to a request by the Purchaser shall not be considered. The Purchaser's request for clarification and the response shall be in writing only.
- e) If a Bidder does not provide clarifications of its bid by the date and time set in the Purchaser's request for clarification, its bid may be rejected.
- f) The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to supply order, without thereby incurring any liability to Bidders. In case of annulment, all bids submitted and specifically Bid document, EMD deposits shall be promptly returned to the Bidders.
- g) At the time the Supply order is awarded, the Purchaser may increase the Quantity of tool kits without any change in the unit prices or other terms & conditions of the bid and the Bidding Documents subject to the acceptance of bidder in writing for the same.
- h) The purchaser have right to verify the particulars furnished by the bidder independently.

**15. Earnest money forfeit:**

- a) If any Bidder withdraws his tender before the period of 30 days or makes any modifications in the terms and the conditions of the tender which are not

acceptable to the purchaser, then the purchaser shall, without prejudice to any other rights or remedy, be at liberty to forfeit the EMD.

b) The EMD will also be forfeited in following cases:

- i. If the bidder fails to accept the order based on his offer (bid) and within the prescribed time.
- ii. If the bidder fails to supply the Tool kits with specifications as mentioned in Annexure –A
- iii. If the bidder delays supplies beyond a reasonable time resulting in disruption of project.
- iv. Bidder for any reason whatever, withdraws the tender after it is accepted or become unable or fails to execute the orders within stipulated delivery period
- v. Submission of misleading/contradictory/false statement or information and fabricated/invalid documents is detected before or after the issue of order to execute the supplies.

#### **16. Notification of award:**

Prior to the expiry of the period of bid validity, the purchaser shall notify the successful Bidder, in writing, that its Bid has been accepted. The notification letter shall specify the sum that the Purchaser will pay to the bidder in consideration of the supply of Tool kits with the details.

#### **17. Pre-dispatch inspection:**

A pre-dispatch inspection by 3<sup>rd</sup> party/ technical team of purchaser may be carried out at NSIC Technical Services Okhla. This pre-dispatch inspection will not absolve bidder's responsibility to execute supply in accordance with the tender terms.

#### **18. Packing:**

- a) The bidder shall provide packing of the tool kits/ equipment, as is required to prevent their damages or deterioration during the transit to their final destination. The packing shall be sufficient to withstand, without limitation, rough handling during transit. In case the consignment received with damaged packaging, the purchaser would not accept the delivery.
- b) The tool kits & equipment shall be securely boxed, crated and protected from mechanical damage, moisture etc. suitable for both storage and transit according to the nature of the tool kits and mode of transport. The bidder shall be responsible for any loss/ damage to tool kits or tool kits items during transportation to the designated location.

#### **19. Delivery Time:**

The successful bidder has to supply the tool kits within **ten** days after placing of supply order. The bidder shall note that in case bidder fails to supply within the period of delivery indicated by the bidder in technical bid of this tender, penalty @ 1% of value of the order per week of delay would be levied subject to maximum 4 weeks. It means, the bidder shall have the liability of delayed supply to the maximum of 4 weeks after expiry of scheduled delivery date. After

that the supply order shall be cancelled and EMD will be forfeited and bidder will be debarred from participation in any future tenders.

**20. Payment:**

The payment shall be released 100% after ten days of delivery of Tool Kit and after receiving satisfactory tool kits items as per tender document for which Supplier shall submit a tax invoice. If any Tool Kit equipment is found to be defective, the said equipment/consumable would be rectified by the vender at his cost before making the final payment.

**21. Causes of rejection of tender:**

- a) While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected.
- b) If any Bidder stipulates any condition of his own, such conditional tender is liable to be rejected.

**22. Claims:**

- a) If the tool kits supplied are found to be off size and shape different than those in the accepted offer and are of specifications lower than those stipulated in the accepted offer, the purchaser shall have right to totally reject the tool kits/equipment and/or to claim for compensation from bidder. The bidder shall reimburse to purchaser, the claim lodged in writing within 15 (fifteen) days of its demand. The bidder shall also compensate for losses, if any, sustained by purchaser due to defective packing and/or wrong marking of the tool kits/equipment.
- b) The bidder shall be responsible for arranging the rejected tool kits to be removed at his cost from purchaser premises.

**23. Address for communication:**

- a) All the communication with respect to the tender shall be addressed to:

The Centre Head,  
**NSIC- Technical Services Centre,**  
(A Government of India Enterprise), Okhla Industrial Estate,  
Phase III, (Near Govindpuri Metro Station), New Delhi-110020

**24. Forced Majeure:**

- a) In the event of any unforeseen circumstances directly interfering with the supply of goods/work/service arising during the execution of order such as war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts, or acts of God, the Bidder shall, within a week from the commencement thereof, notify the same in writing to the Purchaser with reasonable evidence thereof. Either party shall have the option to terminate the supply order on expiry of 30 days of commencement of such force majeure by giving 14 days "notice to the other party in writing. In case of such termination, no damages shall be claimed by either party against the other.

**25. Code of Ethics:**

- a) The Purchaser as well as the Bidder shall observe the highest standard of ethics including laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988", during the procurement or execution of such contracts. If the bidders are found in Bid pooling or against law against fraud and corruption then their firms may be blacklisted.

**26. Jurisdiction:**

In the event of any dispute the legal matter shall be subjected to the jurisdiction of Delhi Court only.

*We confirm with our acceptance to the instructions (S.No-1 to 26 above) as given above.*

**BIDDER'S NAME & SIGNATURE WITH SEAL**

*These duly signed "Instructions to the Tenders" as under shall be attached with technical bid of the tender as a mark of acceptance of bidder and any tender not confirming the instructions as under is liable to be rejected.*

**ANNEXURE-A**

**Details of requirements and technical specifications of Beauty Therapist Tool Kits**

S. No.	Name of Equipment/ Instruments	Specification/ Type	Qty. (Nos)
1	Manicure kit (minimum 07 pieces)	vega	60 No.
2	Hydrogen Peroxide (100 ml)	Purechem's	60 No.
3	Massage cream(100 grams)	Ayur	60 No.
4	Metal Scrubber	Normal	60 No.
5	Cleansing Milk (100 ml)	Ayur	60 No.
6	Pumice Stone	vega	60 No.
7	Cotton Thread(40 number)	vanity	60 No.
8	Vax Strip(Min 25 sheets)	crown	60 No.
9	Make up Kit (200 grams)	ADS/Ponds	60 No.
10	Foundation(30 ml)	lakme	60 No.
11	Make up -Brush Set(05 pieces)	vega	60 No.
12	Wooden Scrubber	Normal	60 No.
13	Outliner Pencil	makeover	60 No.
14	Lipstick (04 grams)	Blue heaven	60 No.
15	Cutting scissor( 6" middle size)	Normal	60 No.
16	Astringent (100 ml)	Ayur	60 No.
17	Tail comb	vega	60 No.
18	Cutting Sheet(1meter x 1meter)	Normal	60 No.
19	Face Pack Brush(6" size)	Normal	60 No.
20	Facial Kit (80 grams)	Fruit/ jovee's	60 No.
21	Apron(75 cm x 75 cm)	Normal	60 No.
22	Nail Polish(8 ml)	Elle 18	60 No.
23	Eye Liner (06 grams)	Blue heaven	60 No.
24	Mascara(06 grams)	Blue heaven	60 No.
25	Base coat(08 ml)	Elle 18	60 No.
26	Cotton(70 grams)	Normal	60 No.

27	Wax(500/600 grams)	White beauty	60 No.
28	Nail brush	Normal	60 No.
29	Waxing knife(normal size)	Normal	60 No.
30	Wax heater	Nova	60 No.
31	Pedicure shampoo (100 ml)	Purechem	60 No.
32	Ammonia(100 ml)	Purechem	60 No.
33	Pedicure Scrubber(150 grams)	Normal	60 No.
34	Dettol (50 ml)	Normal	60 No.
35	Bleach(35 grams)	Beauty b	60 No.
36	Facial Care Steamer	Normal	60 No.
37	Tool kit Bag/Tool kit Box(all the items shall be properly packed in this bag)	Normal	60 No.

**ANNEXURE -B**

**(Undertaking from Bidder on their official stationery)**

To,  
Centre Head,  
NSIC- Technical Services Centre,  
(A Government of India Enterprise), Okhla Industrial Estate, Phase III,  
(Near Govindpuri Metro Station), New Delhi-110020

Sir,

Subject: Undertaking for the participation to the tender No. NTSC/OK/EED/NHFDC-ST/2018-19 Due for opening of technical bid on 25<sup>th</sup> September 2018 at 16:30 Hours.

Dear Sir,

HAVING EXAMINED AND PERUSED THE FOLLOWING DOCUMENTS

1. Notice Inviting Tender
2. Instruction To The Tenderer
3. Technical Specifications of tool kits (Annexure-A)
4. Annexure – C (Technical Bid)
5. Annexure- D (Commercial Bid)

I/We .....do hereby submit the above tender in prescribed formats duly completed in all respects in accordance with the conditions applicable. If this tender is accepted, I/We agree to abide by and fulfill all the terms and conditions in the tender documents

I/We hereby distinctly and expressly declare and acknowledge that before the submission of this tender, I/We have carefully followed the instructions and I/We have understood the existing system of supply at the location(s) of purchaser including the scope and nature of duties expected from the Bidder.

I/We distinctly agree that I/We would hereafter make no claim or demand upon the purchaser based upon or arising out of any alleged misunderstanding or misconceptions or mistake on my/our part of the said stipulations, restrictions and conditions.

I/ We declare that our unit was never default for supplying the tool kits/ equipment to Government / Semi Government/ Central or State Public sector enterprise(s) in terms of quality and financial agreed supply conditions.

Any notice required to be served on me/us shall be sufficiently served on me/us by post (registered or ordinary) or courier or left at my/our address furnished herein.

.....  
I/We fully understand the terms and conditions in the tender documents.

I/We understood that the purchaser is not bound to accept any proposal that it may receive without assigning any reason.

Dated this.....day of.....2018

Authorized Signatory  
Seal:

**ANNEXURE-C**

FORMAT & REQUIREMENTS FOR SUBMITTING TECHNICAL BID

1. **Tender Ref. No:** NTSC/OK/EED/NHFDC-ST/2018-19
2. **Name of Bidder:** .....
3. **Complete office address of Bidder**.....
4. **Tender fee payment details** (if tender document downloaded from website)  
Details of DD/RTGS/NEFT by which tender fee paid.....
5. **Confirmation of acceptance of Technical Specifications for the supply of tool kits:**

Technical Specifications				Acceptance to the Specification as placed at Annexure-A and agreed to supply with required Quantity (write YES/ NO only)	If marked "NO" in the column before, specify the deviation in specification of the tool kits offered for the supply.
S. No.	Name of Equipment/ Instruments	Specification/ Type	Qty. (Nos)		
1	Manicure kit (minimum 07 pieces)	vega	60 No.		
2	Hydrogen Para oxide (100 ml)	Purechem's	60 No.		
3	Massage cream (100 grams)	Ayur	60 No.		
4	Metal Scrubber	Normal	60 No.		
5	Cleansing Milk (100 ml)	Ayur	60 No.		
6	Pumice Stone	vega	60 No.		
7	Cotton Thread(40 number)	vanity	60 No.		
8	Vax Strip(Min 25 sheets)	crown	60 No.		
9	Make up Kit (200 grams)	ADS/Ponds	60 No.		
10	Foundation(30 ml)	lakme	60 No.		
11	Make up -Brush Set (05 pieces)	vega	60 No.		



12	Wooden Scrubber	Normal	60 No.		
13	Outliner Pencil	makeover	60 No.		
14	Lipstick (04 grams)	Blue heaven	60 No.		
15	Cutting scissor ( 6" middle size)	Normal	60 No.		
16	Astringent (100 ml)	Ayur	60 No.		
17	Tail comb	vega	60 No.		
18	Cutting Sheet (1meter x 1meter)	Normal	60 No.		
19	Face Pack Brush (6" size)	Normal	60 No.		
20	Facial Kit (80 grams)	Fruit/ jovee's	60 No.		
21	Apron(75 cm x 75 cm)	Normal	60 No.		
22	Nail Polish(8 ml)	Elle 18	60 No.		
23	Eye Liner (06 grams)	Blue heaven	60 No.		
24	Mascara(06 grams)	Blue heaven	60 No.		
25	Base coat(08 ml)	Elle 18	60 No.		
26	Cotton(70 grams)	Normal	60 No.		
27	Wax(500/600 grams)	White beauty	60 No.		
28	Nail brush	Normal	60 No.		
29	Waxing knife (normal size)	Normal	60 No.		
30	Wax heater	Nova	60 No.		
31	Pedicure shampoo (100 ml)	Purechem	60 No.		
32	Ammonia(100 ml)	Purechem	60 No.		
33	Pedicure Scrubber (150 grams)	Normal	60 No.		
34	Dettol (50 ml)	Normal	60 No.		
35	Facial Care Steamer	Normal	60 No.		
36	Bleach(35 grams)	Beauty b	60 No.		
37	Tool kit Bag/Tool kit Box (all the items shall be properly packed in this bag)	Normal	60 No.		

6. **EMD payment details** (Not applicable if the bidder is holding valid registration/ exemption certificate, as per Para 8 (c) of Instruction to Tenderers): Details of DD/RTGS/NEFT by which EMD paid

.....

7. **PAN Number of bidder** (self-attested copy to be enclosed).....
8. **GST number of bidder** (self-attested copy to be enclosed).....
9. **SC/ST certificate** (if applicable).....
10. **Delivery period after receipt of supply order from purchaser:** *(The purchaser interested for complete delivery of tool kits by the bidder within TEN (10) calendar days from the date of issue of supply order. However, the bidder have an option to submit the best delivery time, but in any case the delivery should be before 10 days after the issue of supply order by purchaser. Number of days ..... (Calendar Days In figure)..... (Calendar Days in words) for delivery from the date of issue of supply order by purchaser.*

Name & Signature of the authorized bidder with stamp  
Contact details of authorized person of bidder who have signed the tender.

Name.....

Designation.....

Phone (office).....

Phone (Mobile).....

E mail.....

**Annexure –“D”**

**FORMAT FOR SUBMISSION OF COMMERCIAL BID**

1. Tender Ref. No: NTSC/OK/EED/NHFDC-ST/2018-19
2. Name of the Bidder: .....
3. The financial offer to execute the supply as per the tender:

The followings to be noted while submitting financial details for the supply of tool kits to the individual location:-

S. No	Name of Equipment/ Instruments	Specific ation/ Type	Qty. (Nos)	Quoted price (Rs) per unit	Total Price (Rs)	GST (%)	GST Amount (Rs)	Total price including GST (Rs)
1	Manicure kit (minimum 07 pieces)	vega	60 No.					
2	Hydrogen Peroxide (100 ml)	Purechem's	60 No.					
3	Massage cream (100 grams)	Ayur	60 No.					
4	Metal Scrubber	Normal	60 No.					
5	Cleansing Milk (100 ml)	Ayur	60 No.					
6	Pumice Stone	vega	60 No.					
7	Cotton Thread (40 number)	vanity	60 No.					
8	Vax Strip (Min 25 sheets)	crown	60 No.					
9	Make up Kit (200 grams)	ADS/Ponds	60 No.					
10	Foundation(30 ml)	lakme	60 No.					
11	Make up -Brush Set (05 pieces)	vega	60 No.					
12	Wooden Scrubber	Normal	60 No.					
13	Outliner Pencil	makeover	60 No.					
14	Lipstick (04 grams)	Blue heaven	60 No.					
15	Cutting scissor ( 6" middle size)	Normal	60 No.					
16	Astringent (100 ml)	Ayur	60 No.					
17	Tail comb	vega	60 No.					

18	Cutting Sheet (1meter x 1meter)	Normal	60 No.					
19	Face Pack Brush (6" size)	Normal	60 No.					
20	Facial Kit (80 grams)	Fruit/ jovee's	60 No.					
21	Apron(75 cm x 75 cm)	Normal	60 No.					
22	Nail Polish(8 ml)	Elle 18	60 No.					
23	Eye Liner (06 grams)	Blue heaven	60 No.					
24	Mascara(06 grams)	Blue heaven	60 No.					
25	Base coat(08 ml)	Elle 18	60 No.					
26	Cotton(70 grams)	Normal	60 No.					
27	Wax(500/600 grams)	White beauty	60 No.					
28	Nail brush	Normal	60 No.					
29	Waxing knife (normal size)	Normal	60 No.					
30	Wax heater	Nova	60 No.					
31	Pedicure shampoo (100 ml)	Purechem	60 No.					
32	Ammonia(100 ml)	Purechem	60 No.					
33	Pedicure Scrubber (150 grams)	Normal	60 No.					
34	Dettol (50 ml)	Normal	60 No.					
35	Bleach(35 grams)	Beauty b	60 No.					
36	Facial Care Steamer	Normal	60 No.					
37	Tool kit Bag/Tool kit Box (all the items shall be properly packed in this bag)	Normal	60 No.					
38	<b>Total in figure</b> (including GST, transportation & any other miscellaneous charges at NSIC Technical Services Centre, Okhla, New Delhi-20)							

**Total price in words** (including GST, Supply, transportation & any other miscellaneous charges at NSIC- Technical Services Centre, (A Government of India Enterprise), Okhla Industrial Estate, Phase III, (Near Govindpuri Metro Station), New Delhi-110020

- a. The final price offered at page 20 serial number 38 for this Tender, shall be considered for deciding the suitable supplier L1.
- b. The bidder will not be entitled to any increase in rate of GST occurring during the period of delivery even if there is delay in supplies / completion attributed to him.
- c. The Total Cost quoted above should be inclusive of basic price, statutory levies and GST, duties, Transportation, Loading/ unloading, Incidental Costs, Packing & Forwarding charges, Delivery.
- d. The price competitiveness shall be given due consideration while analyzing the Commercial Bid.

I/We as bidder certify that:

- a. The tender shall remain valid for acceptance for 30 days from the date of opening the Technical Bid of the tender.
- b. Agree to offer services for onsite comprehensive warranty on the tool kits supplied through this tender.
- c. Agree that the offer price is valid for the period of 30 days from the date of opening of technical bid of this tender.

Further confirm that we agree with the terms and conditions specified in "Instructions to Tenderers" and if selected, the execution of supplies would be made in compliance.

Name & Signature of the authorized bidder with stamp  
Contact details of authorized person of bidder who have signed the tender.

Name.....  
Designation.....  
Phone (office).....  
Phone (Mobile).....  
E mail.....