



भारत सरकार /GOVERNMENT OF INDIA

पोत परिवहन मंत्रालय/ MINISTRY OF SHIPPING

सरकारी नौवहन कार्यालय / GOVERNMENT SHIPPING OFFICE

नव भवन,10, रामजीभाई कम्पनी मार्ग / NOU BHAVAN, 10, R.K. MARG,

बेलाई इस्टेट / BALLARD ESTATE,

मुम्बई / MUMBAI-400001

सं. 51/E/64/2014

दिनांक: 01.01.2019

To,

The Agencies Supplying Packaged Drinking Water Bottles.

**Subject : Limited tender inquiry for supply of 20 litres capacity packaged drinking water bottles(with BIS specification) — Approx.,4 to 6 bottles per day to the Government Shipping Office, Mumbai: — reg.**

1. The Government Shipping Office, Mumbai invites quotation for supply of 20 litres capacity sealed drinking water bottles (Approx.,4 to 6 bottles per day) of reputed brands such as Bisleri / Kinley / Aquafina / Oxyrich etc. to the offices located in Nau Bhavan, 10 R.K. Marg, Ballard Estate, Mumbai:-400001 as per the terms and conditions enclosed at **Annexure — I**. The number of 20 litres packaged drinking water bottles may increase / decrease depending upon the requirement of this office from time to time.
2. The bid should be submitted in two **sealed covers**. The first sealed cover should be superscribed as "Technical Bid for supply of 20 litres packaged drinking water bottles " and should contains the technical details of the company as per **Annexure — II**. The second envelope superscribed "Financial Bids for supply of 20 litres packaged drinking water bottles" should contains only the rates of 20 litres packaged drinking water as per **Annexure — III**.
3. Both the sealed covers should be placed in the main sealed envelope superscribed "Tender for supply of 20 litres capacity packaged drinking water bottles (with BIS specification) to the Government Shipping Office, Mumbai. The tender may be sent to The Government Shipping Office, Nau Bhavan, 10 R.K. Marg, Ballard Estate, Mumbai:-400001.

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4. The last date for receipt of tender is **08/01/2019** at 6.00pm. The bids shall be opened on 09.01.2019 at 3.30pm in presence of such of the bidders or their representatives, who may wish to be present. Conditional / incomplete bids will not be entertained. Bids received after the specified date and time shall not be entertained.
5. Bid document may be downloaded from website [www.dgshipping.gov.in/mmd.gov.in](http://www.dgshipping.gov.in/mmd.gov.in).
6. The competent Authority of this department reserves the right to amend / withdraw / relax / modify any of the terms and conditions contained in the bid documents in the public interest or reject any or all bids without giving any notice or assigning any reason thereof. The decision of competent Authority will be final and binding.

Yours faithfully.



(R.C.HEMBRAM),  
DY.SHIPPING MASTER,  
FOR SHIPPING MASTER,  
MUMBAI.

Annexure I

Term & conditions for the supply of 20 litres packaged Drinking Water Bottle / Jar in Government Shipping Office, Nau Bhavan, 10 R.K. Marg, Ballard Estate, Mumbai:-400001.

1. The rates quoted should clearly specify whether GST and CGST are applicable and, if so, at what rate? In case, this information is not indicated in the quotation, it would be presumed that the rates quoted are inclusive of all type of taxes.
2. The period of contract shall be for 02 (Two) year initially from the award of the contract subject to further extension thereafter. The bidder will have to supply the packaged drinking water in the Nau Bhavan, 10 R.K. Marg, Ballard Estate, Mumbai:-400001. **No transportation charges will be paid.**
3. Any modification in offer after the opening date will not be considered. No request for escalation in rate shall be entertained on account of any reasons during the period of the contract.
4. This office reserves the right to seek clarification or verification of any information supplied by the bidder.
5. The approximate number of bottles required at present is **four to six** per day on week days. The actual quantity to be given on every day basis at the above mentioned buildings / locations may vary depending upon the climate and the requirement.
6. Payment shall be made by electronic transfer to the account of the supplier after completion of each month on submission of pre-receipt bill in triplicate on monthly basis.
7. This office reserves the right to reject any or all quotations without assigning any reason thereof. The quotations of Brands other than the reputed Brands (Bisleri / Kinley / Aquafina / Oxyrich or other reputed equivalent Brands) shall be rejected out rightly.
8. In case there is any lapse found in the service provided, this office reserves the right to terminate the contract without any notice / reason.
9. The bidder should be authorized distributor / stockiest of packaged drinking water. A certificate in this regard may be enclosed in the bid.
10. The bidder should have atleast one year experience in supply of packaged drinking water to the Government departments. Copy of successful completion of contract certificate to be enclosed. A penalty of Rs. 5000/- will be imposed if it is found, after enquiry, that water supplied is below the desired standard or contaminated water is supplied. In case of frequent supply of such water, the contract will be cancelled.
11. If the service rendered by the firm is not found satisfactory at any time during the period of contract, the contract is liable to be cancelled without any notice.
12. Dispute, if any, arising in the matter shall be settled by an arbitrator to be nominated by this Department.
13. The contract shall be subject to Indian Laws and the jurisdiction of Mumbai Court.

## TECHNICAL DETAIL

Sr.No.	Particulars	To be filled by the Tender
1	a) Name of the firm	
	b) Address	
	c) Name of proprietor	
	d) Telephone No.	
	e) Mobile No.	
	f)E-mail Address	
	g) Name of business partner,if any	
2	PAN Number(Copy to be enclosed)	
3	TIN Number( copy to be enclosed)	
4	Length of experience in the files (copies of contracts/ orders placed on the agency during last 3 years should be attached)	
5	Whether the firm is authorized supplier /stockiest of the packageddrinking water bottles (please enclose the certificate)	
6	License Number issued by BIS (Copy to be enclosed)	
7	Whether terms and condition of the Tender is acceptableor not (please attached copy of term & condition(Annexure-II) dulysigned as token of acceptance of the same)	
8	Whether the firm is blacklisted by any Govt.department or anycriminal case is registeredagainst the firm or itsowners/ partnersanywhere in India(Ifno.an undertakingto this effect is to be attachedin this regard)	

Place:  
Date:-

Signature of the authorized person  
Name:-  
Designation:-  
Seal

ANNEXURE-III

QUOTATION FOR SUPPLY OF 20 LITRES PACKAGED DRINKING WATER  
BOTTLE/(BIS SPECIFICATION)

Sr. No.	Type of packed jars/bottles required	name of Brand	Rate per jar/ bottle	rate of taxes if any	Total amount including taxes

Signature of the authorized person

Name:-

Designation:-

Seal

Place:

Date:-