

TRG (011)/FTADMN-JULY/26/2014/NCRB
Government of India
Ministry of Home Affairs
National Crime Records Bureau

East Block-VII, R.K.Puram,
New Delhi- 110 066.
Dated: 09.09.2014

Sub: Quotation for supplying good quality office leather bags

Sealed quotations are invited from reputed vendors for supplying good quality leather office bags, as per requirement arises time to time (Sample of bag in respect of quality etc. can be inspected at Training Branch, East Block-9, R K Puram, New Delhi between 0930 Hrs to 1800 Hrs Monday to Friday).

Terms & Conditions:

1. EMD in the form of Demand Draft for an amount of Rs. 10,000/- drawn in favour of AO, PAO, DCPW payable at New Delhi should accompany the quotation. Quotation without EMD shall not be entertained.
2. The rates quoted should be inclusive of all taxes and other charges.
3. The quotation should be valid for a period of one year. This can be extended for one more year if the service of the vendor is satisfactory and agree to supply the items at the same rates and with the same terms & conditions. Decision taken by the competent authority in this regard shall be final.
4. Requirement for number of bags will be informed as and when demand arises, generally on three different occasions in a year. Approximately 125 no. of bags in total in a year are required.
5. The firm would be liable to supply the items within 10 days from the date of placing the formal order.
6. Quotations should be dropped in the Tender Box available at Reception Counter of NCRB, East Block-7, R K Puram, New Delhi-110066 on or before 24.09.2014 latest by 4.00 pm. The envelope should be superscribed with "Quotation for supplying good quality office leather bags". .
7. Director General, NCRB reserves the right to accept or reject any quotations without assigning any reason.

(Pawan Bhardwaj)
Joint Assistant Director (Trg)