

**Kurukshetra Development Board, Kurukshetra**

Quotations are invited on or before 04.02.2019 upto 12:00 hrs on behalf of the District Administration, Kurukshetra for Supply of 17000 Nos. Ball Pen with the following specification.

Name of Work	Supply of 17000 Nos. Ball Pen
Design	Ball Pen
Sample	Available in O/o Kurukshetra Development Board, Kurukshetra
Earnest Money Deposit in favor of	CEO KDB, Kurukshetra
Earnest Money required (in form of DD /NEFT/RTGS)	5000

Chief Executive Officer,  
Kurukshetra Development Board,  
Kurukshetra.

**Instructions to Bidders**

**1. ELIGIBLE BIDDERS :**

This invitation for bid is open to all Reputed Firms/Suppliers

**2. BID PRICES**

- i) The offer made in financial bid shall be in form of Indian Rupees. No foreign exchange will be made available by the Board.
- ii) No request for upward revision in the contract rates will be entertained during the currency period of the contract.
- iii) At the time of payment of bills, TDS and/or any other tax, surcharge etc., shall be deducted as per Government rules and guidelines, applicable from time to time.
- iv) The rate should be quoted F.O.R destination.

**3. PERIOD OF VALIDITY OF BIDS**

- i) Bids shall remain valid upto 31.03.2019.

**4. RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS**

The Committee constituted for this purpose reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder or bidders. The decision of Committee constituted for this purpose in this regard shall be final and binding on all participating bidders.

**Penalty Clause**

Neat/clean item as per sample approved by the KDB authority will have to be supplied by the successful bidder on or before the evening of 10.02.2019 positively. Any lapse in the supply would be taken seriously and will hold financial implication/deduction of amount in the bill raised by the agency for payment to the Board. The decision of committee constituted for this purpose would be final in this regard.

(Signature of the Bidder with seal)

**General Terms & Conditions**

1. Conditional or telegraphic tender will not be accepted.
2. The concerned committee constituted for this purpose by the District Administration reserves the right to accept/reject any or all the tenders without assigning any reason.
3. If requirement the quantity/Scope of work may be increased/decreased as per situation. The payment will be made on prorata basis according to approved rate.
4. No advance payment will be made to the successful agency
5. The rate of successful contractor/agency and supplier shall remain valid upto 31.03.2019.
6. The agency can see the sample in the office of Kurukshetra Development Board on any day from 10.00 am to 5.00 pm.
7. The agency will submit a sample of the item at the time of submission of bid.
8. All payment will be subject to TDS.
9. In case of dispute between contractor & District Administration, the decision of the Deputy Commissioner, Kurukshetra will be final.

(Signature of the Bidder with seal)

**Annexure-I**

**Subject: Supply of 17000 Nos. Ball Pen**

**PRESCRIBED FROFORMA FOR FINANCIAL BID**

S. N.	Description	Unit	Minimum Qty. Required	Rate quoted Per Unit (inclusive of all taxes & charges) (in Rs.)	Total amount (inclusive of all taxes & charges (in Rs.)
1.	Supply of 17000 Nos. Ball Pen	Nos.	17000		
	Total				

Signature of the Bidder (with seal)