

Quotation Notice

Directorate of Family Welfare MCH & Immunization J&K Divisional Office Nagrota Jammu invites sealed rates quotations/tender from experienced and registered agencies for supply of below listed items at Nagrota Office Jammu as an when required basis for the meetings/trainings under the Assistant Director Family Welfare MCH & Immunization Jammu for the remaining FY 2021-22. Sealed quotations should be submitted in the office of Assistant Director Family Welfare MCH & Immunization Jammu on or before 22-09-2021 till 1.00 P.M. Agency's authorized persons can come to the office of Assistant Director Family Welfare MCH & Immunization Nagrota Office on 22-09-2021 to take part in the opening process.

Quotations called for Catering Services as per the following details:-

S.no.	Item (Only Buffet System)	Quantity	Remarks
1.	Tea & Snacks (Veg Pakora/Sandwich/Bakery products) (Morning)	According to the number of participants which can range from 3 to 30 persons or more according to requirement of the training/meeting.	Quote Rates for One person for providing items mentioned from S.no. 1 to 3, for providing service in a particular training/meeting. Also include GST and Service/cutlery charge for the same. (Any hidden charge will be not be paid)
2.	Roti/Nan, Dal, Rice, Vegetable Dish, Paneer Dish, Salad, Raita, Sweet dish, Packaged water. (Lunch)		
3.	Tea & baked Biscuits (Evening)		

Quotations called for following Stationary Supply as and whenever required basis according to the scheduled training/meeting basis:

S.no.	Item	Quantity (Excluding GST)
1.	Ball Pen	According to Participation in the training which can range from 3 to 30 participants or more.
2.	Pencil	
3.	Writing Pad with lines 40-50 pages or nearby, (size 7' x5'' or nearby)	
4.	Plastic flap with button normal quality	
5.	Plastic flap with button High Quality	
6.	Executive file with zip	
7.	Executive file with button	
8.	Photostat (double side)	
9.	Pendrive 4 Gb, 8 GB, 16 GB.	
10.	Certificate Designing & Printing (Routine Size)	

It will be the responsibility of the agency to deliver required items to the office of Assistant Director Family Welfare MCH & Immunization Jammu Near Sainik School Nagrota Jammu along with the GST bill whenever supply order is made.

Quotations are called for following IEC/Printing material as and whenever required basis for the trainings Workshops & other IEC activities that are to be done under the Assistant Director Family Welfare MCH & Immunization Jammu(implementing agency) (Excluding GST):

S.no.	Item	Remarks
1.	Flex /sq ft (Normal)	
2.	Flex/ sq ft (HD)	
3.	Flex with frame /sq. ft. (Normal)	
4.	Flex with frame /sq. ft. (HD)	
5.	Poster Normal 2x1 ft	Required quotes of per piece including designing
6.	Poster with Gum 2x1 ft	Required quotes of per piece including designing
7.	Standees normal (aluminium type/rolling)	Required quotes of per piece including designing
8.	Standee HD (aluminium type/rolling)	Quote per piece overall including designing

It will be the responsibility of the agency to deliver required items to the office of Assistant Director Family Welfare MCH & Immunization Jammu Near Sainik School Nagrota Jammu along with the GST bill whenever supply order is made, in case, supply is not made on time supply order shall be deemed to be cancelled.

General Terms & Conditions:-

1. The agency should be experienced in providing similar services in the past to Government Departments (submit copy of supply order).
2. The agency should have valid GST Number, PAN Card and other related documents.
3. Successful bidder shall have to deliver the ordered items as and when required by the department.
4. Outsourcing or subletting of any nature to third party would not be accepted.
5. In case of failure of tenderer to do job successfully and satisfactorily, the agency shall be blacklisted for participation in similar events in the Directorate of Family Welfare MCH & Immunization J&K in future.
6. In case of items are found defective/substandard or do not fulfill the requisite specifications, same shall be rejected and shall have to be lifted back by the supplier on the spot and repeated such incidents may also lead to termination of the contract/services for the rest of the period.
7. The decision of procurement committee shall be the final and binding in the event of any dispute arising out of the terms and conditions.
8. Payments released to the tenderer after every satisfactory completion of service and submission of proper bills. No payment shall be made in advance. Income tax as per relevant rules shall be deducted at source and with regard to other taxes compliances as per rules applicable; party or agency shall be personally responsible.
9. Other terms and conditions, quantity and delivery location will be provided in supply order from time to time.

For any clarification please contact Assistant Director Family Welfare MCH & Immunization Jammu, Near Sainik School Nagrota Jammu.

sd/-
Assistant Director
Family Welfare, MCH & Immunization
JAMMU DIVISION