

TENDER DOCUMENTS
PRESIDENT'S SECRETARIAT
(Household Section)

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Sealed quotations are invited for the purchase of **Superior Quality Musical Instruments** for the use in official functions in Rashtrapati Bhavan from manufacturers/ authorized dealers/ distributors of reputed make/reputed firms as per nomenclature and quality mentioned below.

S. No.	Items	Qty required
(a)	KEY BOARD- YAMAHA (Digital Workstation-Tyros 3)	1 Piece
(b)	ELECTRIC GUITAR (ESP MH-250 NT)	1 Piece
(c)	5 STRING BASS GUITAR (WARWICK)	1 Piece
(d)	OCTAPAD (ROLAND SPD-30)	1 Piece
(e)	MIXER- YAMAHA (MG-24/14 FX0)	1 Piece

2. Tenderers are required to furnish their bids in **two parts** name **(a) technical bid and (b) financial bid**. The technical bid should contain Earnest Money Deposit, Tax Identification Certificate and relevant documents namely certificate/ return showing annual turnover etc. The financial bid should contain the price bid mentioning the rates quoted in words and figures. Details of Rates, taxes, duties and discounts if any, may be quoted by the bidder. **Selection will be made mainly on the basis of the quality of the samples received..**

3. The tender documents can be down loaded free of cost from the official website of President's Secretariat i.e. **www.rashtrapatisachivalaya.gov.in**

4. Quoted rates should be valid upto 31st March, 2012

5. The technical bid and financial bid should be sealed by the bidder in separate covers duly inscribed with the words "**Technical Bid and Financial Bid**" respectively and put into an envelop large enough to contain both bids.

6. **The envelop is to be addressed to the Comptroller, President's Household, Rashtrapati Bhavan, New Delhi-110004** and dropped in the box placed at the Central registry Section, Rashtrapati Bhawan, near Brassey Avenue opposite Cathedral Church, New Delhi on all working days.

7. The last date for submission of the bids will be 5.1.2012.

8. The technical bids shall be opened by a board on 6.1.2012.
9. Financial bids will be opened same day of the bidders whose technical bid/samples are found as per specification and of good quality by the committee.
- 10.. **An earnest money of Rs 8000/-** will be deposited by the firm in the form of an account payee Demand Draft/Pay Order in favour of the Pay and Account Officer, President's Secretariat, New Delhi. The earnest money of the firms whose quotations are not approved will be refunded as quickly as possible.
11. If the tenderer withdraws his tender within the validity period or makes any modification in the terms and conditions of the tender which are not acceptable to the Department, then the President's Secretariat shall without prejudice to any other right or remedy be at liberty to forfeit 50% of the Earnest Money.
12. Contract document where necessary should be executed within 21 days of the issue of letter of acceptance. Non fulfillment of this condition of executing a contract by the Contractor/Supplier would constitute sufficient ground for annulment of the award and forfeiture of Earnest Money Deposit.
13. The successful bidder will be submitted security deposit of 5% of the order value which shall be refunded only after completion of guarantee/warranty period. Penalty of liquidated damages for delay in supply or not of requisite specifications shall be imposed for the amount upto 10% of the order value, as per decision of the Competent Authority whose decision shall be final and binding.
14. Replacements for defective items shall be done immediately otherwise it will be replaced at the risk and cost of the supplier as the security amount shall be forfeited.



Comptroller,
President's Household