



GUJARAT REGIONAL OFFICE  
EMPLOYEES' STATE INSURANCE CORPORATION  
(Ministry of Labor and Employment, Government of India)  
ASHRAM ROAD, AHMEDABAD  
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Web Site: [www.esicgujarat.in](http://www.esicgujarat.in) E-mail: [rd-gujrat@esic.nic.in](mailto:rd-gujrat@esic.nic.in)

Dated 02/03/2016

## NOTICE INVITING TENDER FOR PREPARATION OF SILVER MEMENTO FOR THE FINANCIAL YEAR 2016-17

1. Sealed Offers are invited from eligible agencies for preparation of silver memento (in the form of plaque/medallion) for the year 2016-17.
2. Sealed Offer should be sent in sealed envelope and should be clearly marked "Quotation for Preparation of Silver Memento" and should be addressed to Regional Director, E.S.I. Corporation, Panchdeep Bhavan, Ashram Road, Ahmedabad 380014 so as to reach on **or before 22/03/2016, 03:00 PM**. Quotation shall be opened on the same day at 4.00 PM. Tender may also be dropped in tender box kept at 1<sup>st</sup> Floor on the above address.

### **Instructions to bidders:**

- 1 The quotation should be typed on letter head of firm in given proforma & inclusive of all taxes /charges etc.
- 2 Bidder shall enclose the photocopy of Pan Card, Shop & Establishment registration Certificate, BIS Certificate and requisite experience certificate/self-declaration.
- 3 The amount of earnest money deposit (EMD) shall be **Rs.6000/-** (Rupees Six Thousand only) in the form of demand draft payable to E. S. I. fund A/c No/ 1. State Bank of India, Ashram Road, Ahmadabad. The EMD of unsuccessful parties shall be refunded within one month after the award of work to the successful party.

### **Scope of Work:**

1. Silver memento shall be prepared in the form of medallion/plaque with embossing of the matter provided by this office along with stain-less steel plate with embossed matter as per following requirement :

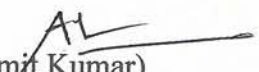
Number of Memento	22 (Twenty two) ( Actual quantity may vary as per requirement)
Weight of silver in each memento	300 gm each
Purity of silver	99% (Purity mark should also be embossed in the plaque)
Shape	Oval(or as agreed by both parties)
Packaging	Velvet Box

2. Agency shall be responsible for collecting the matter/order from competent authority from Regional Office, preparation of the medallion, packaging and delivering it with proper receipt from competent authority.

### **Eligibility and other Terms and Conditions**

- 1) The bidder must be a Registered Jeweller having license from BIS for particular premises of a sale outlet. It must have an active agreement between with BIS for sale of Hallmarked Jewellery/artifacts.
- 2) It should have adequate experience in works of similar nature. Bidder shall have to submit supporting document/self-declaration certificate in this regard.
- 3) The Bidder should not be under declaration of ineligibility for corrupt and fraudulent practices or any other reason whatsoever, or have not been black listed by Govt. of India or any of its agencies including Public Enterprises and/or by any State Govt. or any of its Agencies.
- 4) The services of the bidder (bidder shall mean any person who has been proprietor, one of the partners, one of the Directors or in any capacity related to the entity) should not have been terminated on account of deficiency in service/non fulfillment of Tender conditions by this office or any office of ESIC during any time in the last five years from date of publication of tender.
- 5) Rates quoted shall be inclusive of cost of manpower, making charges, packing and other material, transportation charges, conveyance charges, machinery, tools and plant etc. Rate of silver shall be at prevailing market rate (date of placing order). Taxes and other statutory liabilities shall be as per government rules.
- 6) Regional Director reserves his right to accept or reject any or all quotation without assigning any reason thereof.
- 7) In case of any legal matter, the jurisdiction shall be restricted to Ahmadabad Jurisdiction only.
- 8) The payment shall be made after supply and verification and submission of bills in triplicate as per the procedure of this office. No advance shall be allowed.
- 9) The quotation received after stipulated time limit will not be accepted.
- 10) Conditional offers are liable to be rejected. In case, contract terms and condition are also offered, the same shall not be deemed to have been accepted by Office.

- 11) In event of failure to execute the order as per terms and conditions and the entire satisfaction of this office, the work shall be entrusted to any other party at the risk and responsibility of the contractor and difference of rate along with penalty will be recovered from the contractor debarring him for future.
- 12) In case of dispute, the decision of Regional Director will be deemed as final and binding.
- 13) Transfer of contract or sub contract is not permissible in any circumstance.
- 14) Contract may be extended for one year by Regional Director subject to satisfaction of the work.
- 15) Regional Director reserves his right to divide the whole or part of the work contract among the number of firms without assigning any reasons.

  
(Amit Kumar)  
Deputy Director  
For Regional Director

**To be filled by the contractor:**

The above terms & conditions are unequivocally acceptable and the rates quoted are (both in words and figures)....

Signature Name & Designation of Contractor/ Authorized Representative  
( With Stamp and date )