

F. No. NMM/16/BHU Pilot Project (33)/2019-20
NATIONAL MISSION FOR MANUSCRIPTS
INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS
11, Mansingh Road, New Delhi-110001

Tender
NOTICE INVITING TENDERS FOR PROCUREMENT "CONSERVATION MATERIAL"
DURING THE YEAR 2019-20.

Tender Notice No: NMM/16/BHU/ Pio.Proj.(33)/2019-20.

Sub: Tender for procurement/ supply of conservation material.

National Mission for Manuscripts (NMM), a project under the Ministry of Culture, Govt. of India invites sealed tenders in two parts (Technical and financial bid) for procurement/supply of conservation materials during the year 2019-20 as per details given below:

Sl. No.	Item	Quantity	Description	Estimated cost
1.	Cloth	1. 2500 pieces 2. 2500 pieces 3. 1500 pieces	Starch free with iron, Red cotton cloth (best quality) 1. 50x50 cm, 2. 80x80 cm, 3. 100x100 cm	Rs. 5,00,000/-
2.	Tissue Paper	15 rim(@500seets)	JAPANESE PAPER MARUISHI weight 9 g/m2, pH 6.7 -100% Manila fiber (ream 500 sheets)	Rs. 1,05,000/-
3.	Mount board	2400 pieces	1500 gsm. pH 6.7 56x76 cm	Rs. 3,00,000/-
4.	Blotting sheets	10 Rim (@500)	pH 6.7 (ream 500 sheets)	Rs. 52,500/-
5.	Handmade sheet	16 Rim (@250)	60 gsm. pH 6.7 (ream 250 sheets)	Rs. 76,500/-
6.	Storage box	1. 1000 pieces 2. 1000 pieces	pH 6.7, 1. L. 45x W. 35x H35 cm 2. L. 40x W. 25x H30 cm	Rs. 4,50,000/-
7.	Art Sponge	50 pieces	Small dim 152x74x19 mm made of vulcanized latex rubber	Rs. 40,000/-
Total				Rs.15,24,000/-

A Technical Bid:

1. Bidders are required to submit the Technical Bid in the format with documents as required:

a) Name & address of vendor.

(i) Whether vendor is a Limited / Pvt. Ltd. Co. / Firm / LLP / Proprietorship concern

b) Name, address, contact, telephone number and email address of the representative of vendor.

c) Details of Bank Account:

- (i) Name & address of the Bank
- (ii) Account No.
- (iii) IFSC Code.
- (iv) Branch Code.

(v) (Photocopy of a cancelled cheque to be attached)

d) Copies of documents relating to PAN / GST / TIN may be placed.

e) Copies of Income Tax Returns for last three years may be placed.

f) Copies of Balance Sheets of last three years 2016-17, 2017-18 & 2018-19 may be placed.

g) Name of five government organizations/PSUs/other reputed establishments or cultural institutions to which vendor has provided conservation materials along with copy of respective work order.

h) The firm should have an annual turnover of Rs.20 lakh and above in the last three financial years. Relevant proof may be placed.

2. Tender Fees Payable (Non-Refundable) Rs. 1000/- and Earnest money deposit (EMD) of Rs.15,400/- (Rupees Fifteen thousand four hundred only) shall be submitted along with offer, in the envelope containing "Technical Bid". The EMD shall be in the form of a Crossed Bank Draft/Pay Order drawn in favour of "A/C IGNCANMM", payable at Delhi. Any tender not accompanied with EMD shall be summarily rejected. Before award of work, L-1 bidder would have to submit security deposit @ 5% of the total value of the work.

3. Financial Bid will be opened only for those vendor who has technical qualified.

Financial Bid: The rate for the work will be quoted in the second sealed envelope and the following should be super scribed in bold on the top of envelop:

"Financial Bid for Providing Conservation Materials at NMM MCC".

Each page of Tender Form is to be duly completed, stamped and signed by the vendor. The rates should be quoted keeping in view the condition that delivery of goods is to be made at "Central Library, BHU, Varanasi (Uttar Pradesh) MCC of NMM".

NMM reserves the right to accept or reject any quotation without assigning any reason.

Tender received after due date and time will not be accepted.

Tender fee will be accepted in form of CTS Demand draft drawn on any Scheduled / Nationalized Bank situated at Delhi drawn in favour of IGNCANMM (Cheques are not accepted). Tenders submitted without tender fee will not be accepted. No exemption from payment of tender fees and no price preference shall be given to any bidder. The tender by mail/speed post must reach to the Director, National Mission for Manuscripts, Indira Gandhi National Centre for the Arts, 11, Mansingh Road, New Delhi – 110001 by 04.11.2019. Dates of opening of bids will be informed separately.

Director
NMM