

SHORT NOTICE TENDER

Tenders are invited in Schedule-A for supply of Sandy Loam, Yamuna Sand, Selection No 1 Grass at Delhi & District Cricket Association (DDCA) situated at Ferozshah Kotla, New Delhi-110002 from reputed firms/agencies/companies having valid licenses and sanctions and having minimum experience of two years in the field of supplying these items, for quoting their best offers at DDCA, Ferozshah Kotla Grounds, New Delhi.

Particulars of Party Submitting Quotation

Sl. No.	Required Information	
•	Name of the Party	
•	Legal Status ((Individual / proprietor, partnership firm, limited company, corporation, cooperative society, etc)	
•	Name of the contact person, Designation, Telephone No., Fax No., E-mail id	
•	Registration number issued by Regulation authority, if any (attach photocopies)	
•	Service Tax/GST – Registration number , if any (attach photocopy)	
•	Permanent Account number (attach photocopy)	
•	Whether any partner/proprietor/ Director of the prospective Quotation has been convicted by any court of law, if so give details.	

INSTRUCTIONS TO THE APPLICANT

Please read the Terms & Conditions carefully before filling up the document.

- Incomplete Documents will be rejected.
- The supply shall have to be made at our registered office at Ferozeshah Kotla Stadium.
- The applicant should be in the business of providing items for a minimum period of two years.
- The necessary details / clarification if any can be obtained from Finance Deptt. at DDCA Office.
- All quotations / offers/ Tenders should be on Company / Firms or Organization Letter Head with logo.
- DDCA reserves its right to accept or reject any of the offers or cancel all offers and also modify conditions or effect any other change in items, terms and conditions.

- The envelopes containing quotations SUPERSCRIBED with the name of item is to be addressed to Chief Executing Officer, Delhi & District Cricket Association, Ferozeshah Kotla Grounds New Delhi-110002.
- Sealed tender must reach the office of the DDCA by 1st June 2019 BY 2:00 p.m. and may be deposited in sealed box kept at the reception. Tenders will be opened at 3:30 p.m. on same day. (1st June 2019)
- The incomplete tenders in any manner or lacking in any other respect will be summarily rejected.
- The payment will be made to successful tenderer within 15 days of the supply/installation at registered office at DDCA provided the quality and quantities of the items supplied are as per terms and conditions of the Supply Order.
- The tender shall be accompanied by an Earnest Money Deposit of Rs. 2500/- in the form of Demand Draft issued by a Scheduled Bank favouring Delhi & District Cricket Association, payable at New Delhi.

SCHEDULE - A

- DDCA has a requirement of the following products for purchase:

S.NO	Name of Item	Unit	Qty	Rate per unit	Value for total quantity	GST	Total quoted value
1	Sandy Loam	Cft	2000				
2	Yamuna Sand	Cft	1500				
3	Selection No 1 grass	Sft	10,000				

- The vendors to give quote for the supply of these items.

The rate per unit is inclusive of all taxes. Statutory charges/fees etc of any kind except GST shall be borne by the applicant.

Signature
Name of the Company