

**PRESIDENT'S SECRETARIAT**  
**(Household Section)**

Rashtrapati Bhavan  
New Delhi-110004  
11 May 2010

Sir,

Sealed quotations are invited for the purchase of **good quality** shoes for Household & Sanitary Staff of the President's Household from reputed firms/manufacturers/authorized dealers for the current financial year 2010-2011 as per nomenclature and quality mentioned below. )

S. No.	Items	Qty. required ( approx)
(a)	Black leather shoes (specifications: Black colour, Genuine leather top, In-socks leather, Inside lining with Side comfortable padding / PU Sole Sizes:5,6,7,8,9,10,11 & 12	350
(b)	Ladies leather sandals (Specifications: Black colour,leather top, leather base with PU sole Sizes: 4,5,6,7,8 & 9)	12

2. Tenderers are required to furnish their bids in **two parts** namely (a) **technical bid** and (b) **financial bid**. The technical bid should contain **\*samples** of the above mentioned items, Earnest Money Deposit, Tax Identification Certificate and any relevant documents which the firm wishes to submit. The financial bid should contain the price bid mentioning the rate 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.** Quotations without samples and earnest money will be treated as invalid. No tender will be accepted in person or otherwise after specified date.

3. Tender documents can be downloaded from the official website of President's Secretariat i.e. <http://rashtrapatisachivalaya.gov.in>

4. Quoted rates should be valid upto 1 June 2011.

\* Samples could be personally handed over to SO (Household) President's Secretariat at his office from 11 am to 5 pm on all working days.

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5. The technical bid and the financial bid should be sealed by the bidder in separate covers duly inscribed with the words "**Technical Bid for Shoes**" and "**Financial Bid for Shoes**" respectively and addressed to the Comptroller, President's Household, Rashtrapati Bhavan, New Delhi-110004. and dropped in the box placed at the Central registry Section, Rashtrapati Bhavan, near Brassey Avenue opposite Cathedral Church, New Delhi on all working days. The last date for dropping the bids will be **2 June 2010 up to 5.00 p.m.** The technical bids will be opened by a board on **3 June 2010.** Financial bids shall be considered only of those bidders whose technical bids have been approved by the Board

6. An earnest money of **Rs 6,000/-**(Rupees six thousand only) 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. **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 Government (President's Secretariat) shall without prejudice to any other right or remedy be at liberty to forfeit 50% of the Earnest Money.**

7. 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.

8. The firm which is finally selected will be required to make security deposit of **Rs. 15,000-**(Rupees fifteen thousand only) 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 not exceeding 10% of the estimated value, as per decision of the Competent Authority whose decision shall be final and binding. Replacements for defective items shall be done immediately otherwise it will be replaced at the risk and cost of the supplier.

Yours faithfully,



(Suraj Malhotra)  
Capt (IN)  
Comptroller,  
President's Household