

Consulate General of India
Jeddah

TENDER NOTICE

Sealed quotations from licensed and reputed companies are invited for supplying item at the buildings of Haj Committee of India (HCOI) pilgrims **Makkah** during Haj 2016. The quotation should be submitted to Haj Section, Consulate General of India, Jeddah latest by **February 15, 2016** (till 1200 hrs).

2. Description of the item is indicated below :

Sl. No.	Items	Description	Quantity (Approximate)	Earnest Money
1.	Bed Sheet with pillow cover	Type : 100% cotton, size (Bed Sheet): 148 cm X 225 cm, size (Pillow cover): 50 cm X 75 cm, Colour : pigment print or white, weight (Bed Sheet) : 200 gram (Minimum), Packaging : Plain Poly Bag.	200,000 Two sets for each pilgrim (Number of pilgrims would be around 100,000). If there would be an increase in pilgrims due to restoration of Haj quota it would be informed accordingly.	SR, 150,000/-

Terms and Conditions:

1. The process of selection of final bidder will consist of following two stages:

A. Qualifying Stage:

An eligibility criteria will be laid down by the designated Committee in order to assess professionalism, resourcefulness, etc of the applicants. Broadly, following indicators will be taken into account to decide eligibility of the applicants:

- (i) Valid license for trade;
- (ii) Experience in the field and a good turnover of the company

- (iii) Plan for procurement of items and their smooth distribution;
- (iv) Reputation and credibility of the supplier. Certain documents showing no. of clients in previous years to whom the company has supplied items, etc. may be required to assess the credential of the company; and
- (v) Proof of the sample of bed sheet and pillow cover being a product of the supplier.

B. Selection Stage:

Samples of only those applicants will be considered for selection who qualify in the first stage.

2. Sealed tender for Bed Sheet and pillow cover should reach Haj Section , Consulate General of India, Jeddah latest by **February 15, 2016 till 1200 hrs.** Tender without sample shall not be entertained.

3. The rate should be less than SR 40.

4. A committee will first open the samples and only after the samples are approved, the price bid would be opened. Consolidated rate of only those bidders will be considered whose sample of bed sheet is got selected.

5. The rate of the items (bed sheets, pillow cover and plastic items) should be inclusive of the cost of delivery of item at the building. The supplier will be given in advance the schedule of arrival of the pilgrims at each building and the items will be supplied by the supplier to the buildings of the pilgrims 24 hours before the arrival of the pilgrims. The items will be handed over at the buildings to the AHO of the concerned Branch Office and a receipt to this effect will be obtained from him. The receipt will be required at the time of settlement of the bill.

6. The bidders have to submit Earnest Money in the form of cheque/draft duly certified by the Bank and payable in favour of "**Consulate General of India, Jeddah**" as mentioned against each item in the above table. The bidder interested in supplying all items may submit one single cheque/draft for all the items. No bid shall be entertained without earnest money. The selected bidder

will not be allowed to back off the contract and in case he is not able to supply to the items the Earnest Money will not refunded to him.

7. The Consulate reserves the right to reject any or all tenders without assigning any reason thereof.

8. The successful bidder has to procure and store the bed-sheets and pillow covers by June 20, 2016. The stock will be inspected by a team of the Consulate on June 25, 2016 and thereafter advance payment of first installment of 20% of the total amount will be paid. The second installment of 30% will be released after the complete arrival of Hajjis in Makkah. The last and final payment will be made after the completion of the Haj and as per the actually quantity supplied.

9. It should be ensured that the quality of bed-sheets and pillow covers submitted as samples and bed-sheets and pillow covers supplied matches. However, in case of any variation in quality/size of bed-sheets and pillow covers supplied and the samples approved, the Consulate shall make no payment to the party.

10. The quantity indicated is approximate. Actual number of bed-sheets and pillow covers will be made available at the time of inspection of the stock.

11. An agreement will be signed with successful bidder/bidders encompassing elaborate terms and conditions. In case of non compliance of terms and conditions or any kind of deficiency in the services, a penalty as decided by the Consulate would be imposed on the supplier.

Indian Haj Pilgrims Office
Makkah