

**PRINCIPAL ACCOUNTS OFFICE  
MINISTRY OF URBAN DEVELOPMENT,  
'F' WING, 2<sup>ND</sup> FLOOR, NIRMAN BHAWAN,  
NEW DELHI – 110011  
TEL. NO. 23062320, 23061283 FAX 23062989**

D-13020/Pr.AO/UD/E&W/Drinking Water/2011-12/

Dt : 20.01.2012

**Subject : Notice Inviting Tender for Supply of Drinking Water.**

The Principal Accounts Office, Ministry of Urban Development, Nirman Bhawan, New Delhi invites sealed quotations for the supply of drinking mineral water of reputed company (20 litres bottle) to this office during the year 2012-13 on the terms and conditions mentioned below. Interested parties, undertaking the jobs are requested to submit the rates alongwith the attached proforma duly completed and signed to the undersigned by name in sealed cover, the outer cover showing clearly "**Quotations for supply of Drinking water for the year 2012-13**" so as to reach the undersigned at **Principal Accounts Office (Admn.), F-wing, Ministry of Urban Development, Nirman Bhawan, New Delhi** not later than 12 a.m. on 02.02.2012. The quotations shall be opened on the same day at 3 p.m. in the chamber of the undersigned, where a representative of your firm may be present.

The terms and conditions on which the work will be entrusted to the successful tenderer as follows :

- i) The successful firm will be required to do the work during the year 2012-13. This office shall, however, have the right to terminate the arrangement at any time without assigning any reason therefor.
- ii) Drinking water is to be supplied to offices located in Nirman Bhawan.
- III) The successful tenderer will be required to furnish security deposit amounting to Rs.5,000/- (Rs. Five Thousand Only) by cheque in favour of "**Pay & Accounts officer, M/o Urban development ,New Delhi**" or by Bank guarantee within ten days from the date of acceptance of the tender from any of the scheduled Banks as security money for the period of contract. Security money will be forfeited if during the period of contract your services are found to be unsatisfactory in any respect.

Sd. /-

( A.K.Bangalia)  
Dy. CONTROLLER OF ACCOUNS

Copy to –

- 1) Notice Board
- 2) NIC for website uploading

(To be enclosed in a separate sealed envelope)

For supply of reputed company drinking water to the offices located in Nirman Bhawan ,  
Principal Accounts Office, Ministry of Urban Development, Nirman Bhawan, New Delhi.

1. Name of Tendering Company/Firm/Agency :.....  
(Attach certificate of registration)
2. Name of proprietor/Director of Company/Firm/Agency :.....
3. Full Address of Reg. Office : .....  
.....  
Telephone No. :.....FAX No. ....
4. Full address of Operating/Branch Office : .....  
.....  
Telephone No. :.....FAX No. ....
5. Banker of Company/Firm/Agency with full Address :.....  
.....  
(Attach certified copy of statement of A/c for the last three years)  
Telephone No. of Banker : .....
6. PAN/GIR No. :.....  
(Attach attested copy )
7. Service Tax Registration No. : .....  
(Attach attested copy)
8. Give details of the major similar contracts handled by the tendering  
Company/Firm/Agency on behalf of PSUs and Government Departments during the last  
three years in the following format. Attested copies of work orders may also be attached.

Sl. No.	Details of Client	Address	Tel. No.	Fax. No.	Amount Contract (Rs. in lakh)	From	To

(if the space provided is insufficient, a separate sheet may be attached).

9. Additional information, if any (Attach separate sheet, if required)

Signature of authorized person.  
Name :  
Seal :

Date :  
Place:

**Declaration :**

1. I, .....Son/Daughter/Wife of Shri .....  
Proprietor/Director/authorized signatory of the Agency/Firm, mentioned above, is  
competent to sign this declaration and execute this tender document.

2. I have carefully read and understood all the terms and conditions of the tender  
and undertake to abide by them.

1. The information/documents furnished alongwith the above application are true  
and authentic to the best of my knowledge and belief. I/we, am/are well aware of the fact  
that furnishing of any false information/fabricated document would lead to rejection of  
my tender at any stage besides liabilities towards prosecution under appropriate law.

**Signature of authorized person.**

**Name :**

**Seal :**

**Date :**

**Place:**

**ORDER FOR ARRANGEMENT OF DOCUMENTS WITH THE BID.**

1. Application .
2. Attested copy of registration of Agency.
3. Certified copy of the statement of bank account of Agency for the last three years.
4. Attested copy of PAN/GIR Card.
5. Attested copy of the latest IT return filed by Agency.
6. Attested copy of Service Tax registration certificate.