





# मानक नियम एवं शर्तें

## STANDARD TERMS AND CONDITIONS

### 1. निवेदित दर / QUOTATION :

Shall be submitted in SEALED ENVELOPE with the following information subscribed thereon : (a) Enquiry Number (b) Due date and

Shall be OPEN for acceptance for a minimum period of eight (8) weeks from the date of opening and One on the basis of subject to prior sale will not be accepted.

### 2. सरकारी कर / GOVERNMENT LEVIES :

Suppliers should specifically state Sales Tax & General Tax and any other levies. If any, applicable as extra and the rate at which the same are chargeable failing which the prices quoted will be deemed to be inclusive of such levies. If the supplier is not registered under the sales Tax Act the prices quoted by him will be treated as NETT and inclusive of all taxes and statutory levies, and that any future claims made by him for re-imburement of these levies on account of irrespective registration under the Sales tax Act will in no circumstances be entertained by the Company and that the liability for payment of these levies, will be wholly and exclusively that of the suppliers registered under the Sales Tax Act must indicate their Registration Number and date in their quotation.

### 3. सुपुर्दगी अवधि / DELIVERY PERIOD :

The delivery date of the available monthly production capacity shall be clearly indicated in the quotation. In case the offer is accepted the same shall be strictly adhered to Any failure to do so will render him liable to the imposition of penalty as may be decided by the Controller of Purchases at his sole discretion. Such penalties shall be paid on demand or will be recovered from the Security Deposit if furnished.

### 4. नमूना / SAMPLE :

Supplier will submit samples for approval with the enquiry if called for IT IS OF UTMOST IMPORTANCE THAT SUPPLIES STRICTLY CONFORM TO THE FINAL APPROVED SAMPLE TO ensure that the highest standard of quality control are maintained by the supplier, he will be responsible for hundred percent inspection of his product [s] prior to packing and delivery as once the item is packed is not practicable for the receiver to carry out hundred percent inspection of receipt.

The suppliers when quoting is specifically instructed to ensure that important is not overlooked and in the event of transpiring that the material delivered is not in accordance with the approved samples, the entire quantity will be rejected and he will be responsible for replacing the rejected material with supplies conforming to proper specifications and/or reimbursing the company for loss sustained on this account.

The Hotel Corporation of India Ltd. (HCI) reserves the right to reject any supplies for not confirming to the final approved sample required Standard as its discretion and such a decision of the HCI shall be final and binding on the supplier. The entire will be rejected if ten per cent of the supply is not found up to the standard. The successful supplier shall have to remove reject goods from our premises within fifteen (15) days of notification, failing which, the Company will be free to dispose of such material as it deems fit without any obligation whatsoever to the supplier.

### 5. जांच का निरस्तीकरण / REJECTION OF ENQUIRY :

The HCI reserves the right to accept in part of whole, any or all the quotations received without assigning any reason whatsoever not is it bound to accept the lowest quotation.

### 6. सबलेटिंग संविदा / SUBLETING CONTRACT :

When the Supplier himself is not manufacture/lack facilities/for processing the requirements, the full name and address of his collaborators' must be given and adequate documentary proof must be furnished so that the HCI may have a clear picture of the supplier and his collaborators furnishing this information, however would not be deemed to have divided the responsibility of the successful suppliers Vis-à-vis HCI. The Supplier will be held solely responsible for the performance of the contract unless otherwise specifically agreed to and any other party is allowed to join the contract.

### 7. विलंबित आपूर्ति / DELAYED SUPPLIES :

In case of failure to effect supplies within the specified period, the right purchase the goods from other sourcess at its sole discretion. The defaulting supplier will on demand, unconditionally arrange to reimburse HCI a sum of money equal to the difference between the rate quoted by him and that at which the same item is procured from any other source owing to the approved supplier's liability to deliver the goods within the dated specified on the order.

### 8. हमारी शर्तों को पूरा न करना / NON-FULFILMENT OF OUR CONDITIONS :

If suppliers are unable to comply with the above conditions, they need not quote, as in the absence of their subscribing to the above conditions, their quotations will be rejected.

### 9. दोषपूर्ण आपूर्ति / DEFECTIVE SUPPLIES :

The supplier will be liable to and responsible for any defect in the material supplied and shall make good by free replacement any rejected part thereof or the whole supplies as the case may be.

### 10. भुगतान / PAYMENT :

Payment will be made within 30 days from the date of receipt of the materials.





भारतीय होटल निगम लिमिटेड  
HOTEL CORPORATION OF INDIA LTD.

(पूर्णतया एयर इंडिया के स्वामित्व में)

(A wholly owned subsidiary of AIR-INDIA)

सेन्टॉर होटल, इन्दिरा गांधी अन्तर्राष्ट्रीय एयरपोर्ट, नई दिल्ली-110037

The Centaur Hotel, Indira Gandhi International Airport, New Delhi-110037

फोन/Phone : 25652223  
एक्स./Extn. : 7613, 7606  
7597, 7598  
फैक्स/Fax : 25652239  
25654766

दो अलग लिफाफों में बोलियाँ प्रस्तुत करने के लिए :

Documents to be submitted in two separate envelopes :

1) लिफाफा 'ए' पर "तकनीकी बोली" लिखा जाये।

Envelope 'A' super-scribed as "Technical Bid"

तकनीकी बोली में निम्न सम्मिलित होना चाहिये

Technical Bid should consist of -

- अ) प्रतिष्ठित ग्राहकों की सूची
- a) List of reputed clients.
- ब) ई.एम.डी. ड्राफ्ट
- b) EMD Draft
- स) संलग्न प्रारूप के रूप में कम्पनी प्रोफाइल
- c) Company Profiles as format enclosed
- द) स्वीकृति/घोषणा के लिए प्रारूप
- d) Format for Declaration / Acceptance.

2) लिफाफा 'बी' पर "वाणिज्यिक बोली" लिखा जाये।

Envelope 'B' super-scribed as "Commercial Bid"

अ) कीमतें उपलब्ध अलग शीट पर उद्धृत की जाये और एक अलग मुहरबंद लिफाफे में जिस पर "वाणिज्यिक बोली" लिखा हो प्रस्तुत की जाये।

a) Prices to be quoted on separate sheet provided and to be submitted in a Separate sealed envelope super-scribing the envelope as "Commercial Bid".

ब) मूल्य बोली प्रपत्र पर कंपनी का नाम और पता लिखा होना चाहिए तथा प्राधिकृत व्यक्ति के हस्ताक्षर सहित उसका नाम भी लिखा होना चाहिए।

b) The price bid form should bear the name of the company with address and the signature of the authorised person with name of the person signed it.

स) यदि दरों में सभी कर और लेवी सम्मिलित हैं, इसे तदनुसार मूल्य बोली फार्म पर विनिर्दिष्ट किया जाना चाहिए।

c) If the rates are inclusive of all taxes and levies, it should be specified accordingly of the price bid form itself.

वही जो पार्टी के लेटर-हैड पर दिया गया  
THE SAME IS TO BE GIVEN ON PARTY'S LETTER HEAD

घोषणा / स्वीकृति के लिए प्रारूप  
FORMAT FOR DECLARATION / ACCEPTANCE

मैं / हम घोषणा करते हैं कि मैं / हमने पढ़ और समझ लिया है विनिर्दिष्टीकरण एवं नियम और शर्तों को पढ़ एवं समझ लिया है आदि, और उनका पालन करने पर सहमत हैं। इसकी स्वीकृति के रूप में नीचे और मात्रा की अनुसूची के अंत में हस्ताक्षर किए हैं। मैं / हम यह भी समझते हैं कि अन्यथा इस निविदा को अस्वीकार कर दिया जा सकता है।

I / We hereby declare that I/We have read and understood the Specifications and Terms and Conditions etc., and hereby agree to abide by them. In token thereof, I/We have signed below and at the end of Schedule of Quantities. I/We also understand that otherwise this tender is liable to be rejected.

दिनांक

DATE :

निविदाकार के हस्ताक्षर रबड़ की  
मोहर के साथ

SIGNATURE OF THE TENDERER  
WITH RUBBER STAMP.

तकनीकी बोली के साथ प्रस्तुत करें  
TO BE SUBMITTED ALONGWITH THE TECHNICAL BID

