

हाउसिंग एण्ड अर्बन डेवेलपमेंट कॉर्पोरेशन लिमिटेड (भारत सरकार का उपक्रम) Housing and Urban Development Corporation Ltd. (A Government of India Enterprise)

मणिपाल सेंटर, नॉर्थ ब्लॉक, 7 वीं मंजिल, यूनिट सं 703 और 704 सं. 47, डिकेंसन रोड, बेंगलूरु - 560 042.

दूरभाष : 080-25587009,10 / 25582602 फैक्स : 25598748, ईमेल : hudcobro@gmail.com जी एस टी नं : 29AAACH0632A1Z9, सीआईएन : L74899DL1970GO1005276

Manipal Centre, North Block, 7th Floor. Unit 703 & 704, No.47, Dickenson Road, Bengaluru - 560 042

Tel: 080-25587009,10 / 25582602, Fax: 25598748, Email: hudcobro@gmail.com, GST No: 29AAACH0632A1Z9, CIN: L74899DL1970GO1005276

HUDCO/BRO/TEA-COFFEE TENDER/2022/

27/10/2022

Sir/Madam

Sub: Supply of coffee/tea/green/lemon tea for the employees at HUDCO Regional Office, Bangalore-reg

Housing & Urban Development Corporation Ltd., (HUDCO) is a Govt of India Enterprise under Ministry of Housing and Urban Affairs with its Regional Office located in 7th Floor, Manipal Centre, North Block, 47 Dickenson Road, Bangalore-560027.

We hereby invite sealed quotations from suppliers for supply of coffee/tea/green tea/lemon tea to the employees and official guests at Bangalore Regional Office on the following terms and conditions:

The bids / quotations may be submitted in two sealed envelopes separately as below:

- First envelope will contain EMD / Bank Details as per **Annexure-I**
- Second envelope will contain Financial Bid as per **Annexure-II**.

Above covers (part A & B) may be finally placed in one envelope addressed to HUDCO Regional Office, 7th floor, North Block, Manipal Centre, 47 Dickenson Road, Bangalore-560027 on or before 28.11.2022 at 3.00 PM and be dropped in quotation box placed at HUDCO reception area. Date of opening the quotation would be on the same day i.e., 28.11.2022 at 5.00pm.

- EMD Remittance Details:
- Earnest Money Deposit of Rs.2,000/- (Rupees two thousand only) has to be remitted in the form of NEFT to HUDCO Ltd., Bangalore along with bank details as per **Annexure-I**

The bank details are as follows:

Name of the beneficiary	: HUDCO Ltd
Bank Name	: ICICI bank ltd
Branch	: M.G.Road, Bangalore
IFSC	: ICIC00000002
Account Type	: Current
Account Number	: 000205033714

EMD remitted as above by the bidder (before the last bank working day of tender opening date) and the remittance particulars should be informed to HUDCO by hudcobro@gmail.com the date of remittance itself to enable timely verification with our bank receipt details, for conformation in this regard.

आई एस ओ 9001 : 2015 प्रामाणित कंपनी AN ISO 9001 : 2015 CERTIFIED COMPANY

पंजीकृत कार्यालय : कोर 7ए, हडको भवन, इंडिया हैबिटेट सेंटर लोधी रोड, नई दिल्ली - 110 003

दूरभाष 011-24649610-23, फैक्स : 011-24625308, ईमेल : hudco@hudco.org, Visit us at: www.hudco.org

Regd. Office: Core-7A, HUDCO Bhawan, India Habitat Centre, Lodhi Road, New Delhi - 110 003

Phone: (EPABX) 011-24649610-23, Fax: 011-24625308, Email: hudco@hudco.org, Visit us at: www.hudco.org

GST No: 07AAACH0632A1ZF, CIN: L74899DL1970GO1005276



150
YEARS OF
CELEBRATING
THE MAHATMA

Profitability with Social Justice



Bidders who are registered with MSME/NIC are exempted from paying EMD and they can also participate in the bidding process as notified by the Ministry of Micro Small and Medium Enterprises. Government of India, D.O.No.21(1) 2011-M.A dated April 2012. Copy of MSME/NIC Registration Certificate to be enclosed in EMD envelope.

It is entirely the responsibility of the bidder to ensure the receipt of EMD amount in HUDCO's bank account as per the schedule published for tender opening. Any reasons for delay, non-receipt, return etc., of / EMD amount at HUDCO's bank account in time, shall not be accepted and bids without EMD amount, shall be liable for rejecting summarily.

Terms & Conditions:

1. Supply of coffee/tea/green tea/lemon tea to be supplied for the employees and guests at HUDCO Regional Office, Bangalore as instructed by office from time to time in good quality cup & saucer twice a day. One person should be engaged exclusively for this purpose from 10.30 am to 4.30 pm on all working days.
2. Supply should be made on all working days.
3. No advance payment will be made. However, the payment will be made on monthly basis on submission of bills along with consumption statement (for which a register has to be maintained) and applicable tax will be deducted as per rules.
4. The rate quoted shall be valid throughout the contract period. The contract will be for a period of one year extendable by one more year at the same rates and conditions, if the service is found satisfactory.
5. This letter is issued without obligation on either side and the decision of HUDCO in awarding the work would be final.
6. An undertaking with regard to compliance of GST duly signed by the vendor has to be furnished as per Annexure-III.
7. If regular shortcomings is noticed in supply of items, the supply order shall be liable for cancellation without giving any advance notice. The decision of HUDCO in this regard would be final.

Thanking you,

Yours sincerely

 27/10/2022
SM SHIVAKUMAR
JOINT GENERAL MANAGER (P)

Ensure the receipt of EMD amount in HUDCO's Bank Account.

Date of EMD remittance	Bidder's bank through which EMD is remitted	Branch Name, Branch Code, Branch IFSC	EMD amount (Rs.)

Bidder's General Information:

Bidder / Firm details	
Name of the Bidder / Firm	
Contact person with Mobile No	
Bidder's address	
Bidder's account type	
Bidder's A/c Number	
Bidder's IFSC code & Bank code	
Branch code	
Branch Phone Numbers	
Branch Fax Numbers	
PAN No (enclose attested copy)	
GSTIN (enclosed attested copy)	

Before submitting this bid, I / we hereby accept all the terms and conditions mentioned in NIT and it is certified that I / we have read and understood the terms and conditions

Signature of the Authorized person with Date & Seal

FINANCIAL BID

For supply of Tea / Coffee to HUDCO officials & official guests at Regional Office, Bangalore

SL. No	Items	Rate per cup (Rs.) all inclusive of taxes
1	Tea / Coffee	
2	Lemon tea / green tea	

1. No advance payment will be claimed for the aforesaid work.
2. I / We agree to abide the terms and conditions laid by HUDCO.

Signature of the Authorized Representative

Undertaking

1. The price is exclusive of all taxes including GST.
2. Compliance of all the statutory provisions under GST Law will be ensured.
3. Deposition of GST liability and return filling as per the schedule dates and in case of any lapse on the part of our company in regard to non-uploading / incorrect uploading of invoice particulars on GST portal, in case of any non-allowance of GST input Credit to HUDCO and interest or penalty, if any levied on HUDCO due to any of the above then same will be recovered from our company.
4. Proper measure shall be taken care to pass on by way of reduction in pricing of contract, if any arises due to changes in rate of GST and / or eligible ITC.

Authorized signatory with seal and date

Name:

Designation:

Office Name:

Address: