

(MDIG/IS/2024-25/dated 14 June 2024)



LIMITED TENDER DOCUMENT

for

" SUPPLY OF CUSTOMISED BACKPACKS AT MDI GURGAON"

Last Date of submission of filled tender to MDI Gurgaon: 21st June 2024 by 3 P.M.

(The tender document is to be submitted in sealed cover, duly filled and signed using same colour ink on all pages by Authorized Signatory/Proprietor with seal stamped on each page).

**Management Development Institute Gurgaon
Mehrauli Road, Sukhrali, Gurgaon-122007**

INTRODUCTION

LIMITED TENDER FOR " SUPPLY OF CUSTOMISED BACKPACKS AT MDI GURGAON"

Management Development Institute Gurgaon, (hereinafter referred to as the "Institute") invites bids from the Manufacturers/Dealers of Backpacks in "Single Bid System" strictly in the format attached in the tender document for "Supply of Customised Backpacks at MDI Gurgaon".

The tender document can be downloaded from Management Development Institute Gurgaon website: <https://mdi.ac.in/tenders> from 14th June, 2024/ 11 a.m. onwards.

The bidders are requested to kindly ensure that the duly filled bids duly super-scribed on the envelope as "Supply of Customised Backpacks at MDI Gurgaon" should be delivered through speedpost /by hand only to Chief Administrative Officer (Institutional Services), Management Development Institute, Mehrauli Road, Sukhrali, Gurgaon -122007 (Haryana) on or before 21st June 2024 up to 3 p.m.

Important Information Related to Tender

S.NO.	INFORMATION	DATES
1.	Date of Publishing of Tender	14th June, 2024/ 11 a.m. onwards
2.	Bid Document Download from website	https://mdi.ac.in/tenders
4.	Date & Time of closing of Tender/ Last date of bid submission	21st June 2024 up to 3 p.m.
6..	Period of validity of Bid	30 days from the date of closing of Tender
7.	Bid submission address through speed post /by hand only	Chief Administrative Officer (Institutional Services), Management Development Institute, Mehrauli Road, Sukhrali, Gurgaon -122007 (Haryana)
7.	Contact no. for any clarification on any working day (Monday – Friday) between 9:30 a.m. – 5:30 p.m.	0124-4560519

GENERAL TERMS & CONDITIONS

- I. Price should be quoted for “**Supply of Customized Backpacks at MDI Gurgaon**” strictly in **Annexure “1”** only without any overwriting/erasing/cutting. Use of white fluid/ correction fluid/ correction tape is strictly prohibited.
- II. The rates quoted should be inclusive of Packaging, delivery charges, and freight charges up to MDI Gurgaon.
- III. Price bid should be valid for a minimum period of 30 days.
- IV. Conditional bids will not be accepted.
- V. The Institute reserves the right to accept or reject any of the bid received including the lowest one, at any time at its own discretion.
- VI. The Institute, at its discretion, shall have liberty to bifurcate the tendered item, as per the lowest rates received, between the bidders. No correspondence/ enquiry shall be entrained.
- VII. Payment shall be made only after receipt of complete items mentioned in the purchase order and due inspection by the nominated official of MDI Gurgaon. No advance payment shall be made. The agency should provide the details for online transfer of the payment. A copy of the cancelled cheque may please be attached with the Financial Bid.**
- VIII. If any dispute arises, Director, MDI Gurgaon decision shall be final and binding on both the parties.
- IX. The Specifications of items offered by the bidder must exactly tally with the specifications mentioned in Annexure “2”. Different specification will not be accepted.
- X. Supplies shall be accepted subject to the complete satisfaction of officials of MDI Gurgaon. Any defect found in the materials supplied will render the supplies open to rejection. The rejected items shall have to be taken back by the bidder/ agency at their own cost and risk. The vendor/ agency shall replace such rejections with the items of similar standard specifications / quality as acceptable to the MDI Gurgaon.
- XI. Please submit all the pages of this Limited Tender document duly signed in blue/black ink by the authorized signatory and official stamped on each page alongwith the Financial Bid.

Chief Administrative Officer (Institutional Services)

FINANCIAL BID

" SUPPLY OF CUSTOMISED BACKPACKS AT MDI GURGAON"

(To be printed on the agency letter head)

Sl. No.	Item Description	Tentative Quantity (A)	Rate per Backpack (Rs.) (Exclusive of GST) (B)	Total Amount (Exclusive of GST) (C) = (A x B)	GST % (D)	Gross Amount (Rs.) (Inclusive of GST) (E) = (C + D)
1.	Customized Backpacks Fabric: Polyester Dimensions: L31xW29xH46 Compartment: 3 Large Compartment+1 small Compartment Features: - 1. Laptop Sleeve 2. Padded Shoulder Strap 3. Large Bottle Holder both Side 4. Front Quick Access Pocket 5. Front Embroidery MDI Logo 6. Zip (Sun Brand)	620 Nos.				

Note:- The above mentioned quantity is tentative and may vary at the time of final order.

Name of the authorized person of Supplier Agency

Signature

Place:

Date:

Official Seal

BACKPACK IMAGE

" SUPPLY OF CUSTOMISED BACKPACKS AT MDI GURGAON"

Front View



Top View



Back View



Side View



InnerView from Top

