

ANNEXURE-'A'

Enquiry No. 1745 /Coal & Env./O&M/PC-2623

Dated: 02-01-2025

Due on 30-01-2025

SCHEDULE OF REQUIREMENT

Sr. No.	GHTP Store Code	Description	Unit	Qty. Required
1	YY-150302	Polythene bags (PP) 50 Micron Size-10"x14"	KG	140
2	YY-150403	Sutli Jute 2 Ply	Kg	30
3	YY-150402	Cotton Thread Roll first quality 4 ply cotton roll weight 400 gm per roll	No.	15
4	YY-150305	PP Woven Fabric Bags Size: 32x22" PP Woven Fabric, Water/Air proof laminated bags Weight: Approx. 90 gms per bag.	Kg	600
5	YY-150401	Sealing Wax Pkt. Weighing 400 gm having 10 sticks	Pkt./ Box	150
6	YY-150406	Candles 400 gm / Box, having 6 pcs.	Pkt./ Box	40

Notes:-1. (i) The firm must have GST Registration number & PAN No. and same should be provided while quoting the rates. If the firm is registered under 'Composite Levies' then the same should be clearly mentioned in the quotation.

(ii) The firm must provide HSN Code in price schedule Performa in Annexure 'C'.

(iii) Bidder have to submit the documentary evidence (Latest copy of memorandum of Micro Small & Medium Enterprises field under section-8 of MSMED Act, 2006 duly acknowledged by competent authority) of being a Micro, Small & Medium Enterprise, If the bidder does not submit the proof at the time of submission of its bid, it shall be considered as a Large Enterprise.

(iv) Tax Rate as provided in quotation shall be final.

(v) Any change in GST Rate after the submission of quotation and before the supply (with in delivery period) will be in PSPCL account. However no extra payment on account of increase in GST Rate after the delivery period or supply of material will be made whichever is earlier.

(vi) Due to misclassification of HSN code increase in tax will be in supplier account. However due to misclassification of HSN code decrease in tax will be refunded to the PSPCL.

2. Negotiations, if at all required, shall be held only with the lowest tenderer.
3. Rates should be quoted by the suppliers in their quotations both in figures as well as in words as per Annexure-'C'.
4. Attached price break up schedule must be filled and prices must be type written.

5. For Tendering value less than Rs. 5 lac EMD will not be applicable. Tendering value Rs. 5 Lac and above EMD @2% of the Tender value rounding to the multiple of Rs.10/- on higher side subject to minimum of Rs.10,000/- and maximum of Rs. 20 Lac.

Note:- Tender value is to considered including all taxes and other charges. EMD will be applicable on Standardized Firms also.

6. **SECURITY DEPOSIT-** The successful Tenderers shall be required to submit Security deposit for faithful execution of the purchase order/Contract of value exceeding Rs. 1,00,000/- at the rate of three percent (3%) of ordered value rounded off to a multiple of Rs. 10/- on the higher side. Tenderers exempted from EMD up to Rs. 5.0 Lac will have to submit security deposit for Purchase Orders valued above 1.0 Lac.

Note:- As security deposit will not be applicable on supply of proprietary items and firms supplying material under DGS& D rate contract. Security deposit will be applicable on Standardized Firms also.

7. The payment will be made through RTGS system of digital payments only instead of Cheque/DD. The firm must submit Bank A/c details with the quotation.

8. Your quotation must be valid for at least 120 days from the date of opening.

9. Hand written/conditional quotation shall not be accepted.

10. All other terms and conditions of Annexure-B (attached) and PSEB/PSPCL Purchase Regulations, 2017, amended upto date, shall be applicable.

11. The firm should not be blacklisted by PSEB/PSPCL, or any other Govt. Depts./ Organizations.

12. Quantity mentioned in schedule of requirement can be divided and ordered on more than one supplier.

13. The quotation/tender may be submitted either in person or through registered post but not through courier as courier service is not available at GHTP, Lehra Mohabbat.

14. "TDS u/s 194Q of Income Tax Act shall be deducted, as applicable."

IMPORTANT NOTE:-

EMD IS PAYABLE THROUGH CASH RECEIPT OR THROUGH DEMAND DRAFT PAYABLE AT LEHRA MOHABBAT/RAMPURA PHUL IN FAVOUR OF AO/O&M, GHTP, LEHRA MOHABBAT.

For Dy. Chief Engineer/HQ,
Chief Engineer/O&M,
GHTP, Lehra Mohabbat.