



M.P. State Tourism Development Corporation Ltd.
Paryatan Bhawan, Bhadbhada Road, Bhopal.
Ph: 0755-2774343/44, Fax: 0755-2774289

TENDER FOR GUEST TOILETRIES

Tender No.: 2120

Date: 14/02/2012

M.P.S.T.D.C. Bhopal invites sealed tenders only from reputed Firms/authorized Distributors and Dealers for supply of **Guest Toiletries**. Terms and conditions of tender document can be downloaded from: www.mptourism.com

Last date for submission of tender is 03/03/2012 (3.00 p.m.)

बेटी है तो कल है।

Managing Director

COVERING LETTER BY THE TENDERER
(ON THE LETTER HEAD OF THE TENDERER)

To,
The Chief General Manager (Administration)
M.P. State Tourism Dev. Corp. Ltd.
"Paryatan Bhawan" Bhadbhada Road,
Bhopal -462003.

SUB: **TENDER FOR "GUEST TOILETRIES"**

Dear Sir,

I/We have read and understood the various forms and documents of TENDER NO. 2120
DATE: 14/02/2012 and submitting tender complete in all respects. I/We fully agree with the
terms and conditions of this tender.

Thanking you,

Yours faithfully,

Signature_____

Name & Address_____

of the firm_____

Rubber Stamp_____

Telephone No. _____

**M.P. STATE TOURISM DEVELOPMENT CORPORATION LTD.
PARYATAN BHAWAN, BHADBHADA ROAD,
BHOPAL-462003.**

**TENDER DOCUMENT (TWO BID SYSTEM) - TERMS & CONDITIONS
FOR SUPPLY OF GUEST TOILETRIES**

TENDER NO. 2120

DATE: 14/02/2012

SUB: Purchase of **Premium and **Regular** Range Guest Toiletries for different hotels all over Madhya Pradesh.**

Managing Director MPSTDC invites sealed tenders in two bids (viz. Techno-Commercial Bid & Price Bid) from reputed manufacturers/authorized distributors and dealers for supply of Guest Toiletries (soap, shampoo, body lotion, dental cream etc.) for hotels/motels situated **all over Madhya Pradesh**, under the Terms & conditions given below: -

1. For supply of **Premium Guest Toiletries** **tenderer should have valid licenses as per attached Annexure-A.** Copies of the same must be submitted along with the tender. Regarding quality of materials, supplier will be responsible to maintain the same and we reserve the rights to get the materials analyzed from any reputed laboratory.
2. Tenderer must have supplied Guest Toiletries to prestigious (Minimum 3Star or above categories) hotels. List of clients along with purchase order and invoice copies of this financial year to be enclosed with the tender.
3. All supplies shall be of best quality and if at any stage these are found unsuitable they shall be liable to be rejected without any discretion by our authorized officer of the Corporation.
4. The MPT Logo will have to be printed on each and every piece. Stickers will not be allowed. Ingredients should be printed on each product.
5. **Earnest Money Deposit:** Bank Draft of Rs. 25,000/- in favor of **M.P. State Tourism Development Corporation Ltd. Bhopal** as EMD is essentially required with the tender, otherwise tender will not be entertained. EMD of disqualified tenderer will be returned after 45 days from the date of finalization of the tender.
6. **Tender Fee:** A separate Demand Draft of Rs. 1,000/- as tender fees must be submitted in favor of **M.P. State Tourism Development Corporation Limited, Bhopal.** This will be non-refundable.
7. **Specification:** Tenderers are advised to submit their tender with complete specifications of their products along with relevant literature and any other information pertaining to the same. **Those who qualify in Techno-commercial Bid their Price bid only be opened.**

8. **Price Bid:** The prices for above mentioned products should be written in figures legibly. Any corrections should be duly signed before submitting the tender. No correction will be entertained after opening the Tender. Rates are required according to the rate schedule as per **Annexure-B**. The price quoted will be valid for a period minimum 12 months from the date of finalization.
9. **Discount:** Percentage of discount to be specified item wise and the same will be valid for a period of one year.
10. **Successful tenderer are required to furnish an undertaking that they shall not supply the tendered items to any other institutions at rates lower than our contract rates.**
11. **Terms of Payment:** Payment will be released against satisfactory delivery of the goods at our respective destinations.
12. **Expiry:** The products must be minimum 12months expiry from the date of manufacturing & company shall be responsible for any allergic reactions of the supplied items.
13. **Validity of Offer:** All offers are valid for a minimum period of 90 days from the date of quotation.
14. The rate approved by M.P.T. against this tender will be valid for a period of minimum 12 months. **Therefore it will be treated as an "Annual Rate Contract"**. This may be extended another one year on basis of mutual consent.
15. **According to the M.P. Stores & Purchase Rule 17(A,B,C,D) 30 to 50% quantity of each order will be supplied through SC/ST Firms (Registered in DCI).**
16. **In case of failure of delivery or refusal to carry out the Purchase Order on the finalized rates, Earnest Money will be forfeited.**
17. **Delivery Period:** It is mandatory that all ordered goods are to be supplied within One Month as per the Purchase Order otherwise L.D. @ 2% will be imposed on weekly basis.
18. **Last Date of Submission of Tender:** All sealed tenders to be sent to the Executive Director on or before 03/03/2012 up to 3.00 p.m. Tenders will be opened on the same day at 3.30 p.m.
19. **MPSTDC having all rights reserved to accept or reject the tender without any prior notice.**

Note: Any disputes arising out of this tender will fall under the jurisdiction of the Bhopal Court only.

TECHNICAL BID FOR GUEST TOILETRIES

TENDER NO. 2120

DATE: 14/02/2012

LAST DATE FOR SUBMISSION: 03/03/2012 (3.00 p.m.)

- 1 Name of the Firm :
- 2 Complete Address :
- 3 Name of the contact Person with Cell No. :
- 4 TIN No. :
- 5 PAN No. :
- 6 Copy of valid Cosmetics License :
- 7 Copy of Manufacturing License for each product :
- 8 Copy of National Global Assurance (nga) Quality Certificate :
- 9 Earnest Money (Demand Draft) Rs. : Rs. 25,000/- (Rs. Twenty Five Thousand only)
D.D. No.
Bank Name
- 10 Tender Fee (Demand Draft) Rs. : Rs. 1,000/- (Rs. One Thousand only)
D.D. No.
Bank Name
- 11 Copies of latest Purchase Orders along with Invoices of Clientals of three to five Star Hotels :

Certified copies to be enclosed.

Name & Signature of
Authorized Person with complete address

FINANCIAL BID

ANNEXURE - B

RATE SCHEDULE FOR ANNUAL RATE CONTRACT

LAST DATE FOR SUBMISSION: 03/03/2012 (3.00 p.m.)

TENDER NO. 2120

DATE: 14/02/2012

Sr. No.	Name of the Products	Specification	Annual Approx. Requirement	Unit M.R.P.	Discount	Net Basic Price	Taxes	Logo Charges	Transportation	Total Value
Premium Products for star category hotels										
1	Toilet Soap 20-25 gm.	made with Indian Herbals and Anti Allergic ingredients	1.50 – 2.00 lakh pcs.							
2	Dental Cream, 10 gm.	Strictly Anti Allergic. Made with Indian Herbals & according to the International norms.	35000 to 50000 tubes							
3	Body Lotion 10 ml.		35000 to 50000 tubes							
4	Protein Shampoo 10 ml.		35000 to 50000 tubes							
Regular Products										
5	Moisturizing Lotion 10 ml.	Both products must be made with herbal properties.	60000 to 75000 tubes							
6	Shower Gel & Shampoo 10 ml.		1. 20 - 1.50 Lakh tubes							

Declaration

We are fully agreed with the terms & conditions as mentioned in the tender document no. 2120 dt. 14/02/2012 Bank Draft no. dt. of Rs. 25,000/- (Rs. Twenty Five Thousand only) issued from (name of the Bank) is enclosed towards EMD. We also agree to convert out EMD into Security Deposit for One Year against finalization of tender in our favour.

**Name & Signature of
Authorized Person with complete address**