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GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS



2011

DIRECTORATE OF CENSUS OPERATIONS, MADHYA PRADESH
JANGANANA BHAWAN, JAIL ROAD, BHOPAL - 462 004

Tender Notice No. D.15035/1/2010-DCO(M.P.)/Store/ _____

Dt. 16.03.2010/

TENDER NOTICE

Sealed tenders are invited from the Government Agencies / Reputed Registered Firms / Authorised suppliers with the tax payment, registration documents and balance sheet of the bidders. The Directorate of Census Operations, Madhya Pradesh, being subordinate office of the Registrar General, India & Census Commissioner, is responsible for the conduct of decennial Population Census in Madhya Pradesh state. The Census of India 2011 (15th in the unbroken series since 1872 and 7th after independence) will take count of all individuals as on 00.00 hrs of 1st March, 2011, cross-classified by several key demographic and socio-economic variables. It will be conducted in two phases, i.e. (i) Houselisting & Housing Census along with preparation of National Population Register (NPR) in the 1st phase during May to June, 2010, and (ii) Population Enumeration during 9th to 28 February, 2011 with a revised round from 1st to 5th March 2011. A large number of Enumerators and Supervisors (about 2-3 lakhs) would collect data on A-3 size (42 cms x 29.7 cms) ICR Scannable Schedules throughout the Country in each phase of Census Operations. All Enumerators and Supervisors to be engaged for data collection in the field for both the phases of Census Operations would be supplied kits comprising above mentioned items.

Terms and conditions for the purchase of Ball pen (Not gel pen)

1. The ball pen (not gel pen) (Estimated Quantity for 1st phase 2.53 lakhs pieces to be supplied in March, 2010 and Estimated Quantity For 2nd phase 2.53 lakhs pieces to be supplied in November, 2010) item should be of good quality and reputed brand. Sample(s) of the item must be submitted at the time of submission of the tender.
2. The Rs.. 50,000 (Rupees Fifty thousands only) of the Earnest money amount is to be deposited in the form of Demand Draft/ Banker's Cheques drawn in any Nationalised Bank in favour of "Assistant Director, Directorate of Census Operations, Madhya Pradesh" payable at "Bhopal" failing which the bid shall not be entertained.
3. Average Annual Turnover of the bidder should be more than Rs. 10 lakhs (Rupees Ten Lakhs) for the last three years (2006-07, 2007-08, 2008-09) from sales of similar/said material for which the bidder has participated. Audited Balance Sheets and Income Tax Returns for 2006-07, 2007-08, 2008-09 as supporting documents should be submitted along with tender.
4. **Tender should be submitted latest up to 23.03.2010 at 3.00 pm.**
5. The said tenders will be opened on the same day i.e. **23.03.2010 at 4.00 pm** in presence of the representatives of the firms.

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6. The successful Bidder awarded with the job shall be required to deposit Performance Security equivalent to 10% of the total value of the supply order rounded up to next thousand within seven days from the date of receipt of supply order, in the form of Account Payee Demand Draft/Banker's Cheque from a Nationalised Commercial Bank in favour of "**Assistant Director, Directorate of Census Operations, Madhya Pradesh**" payable at "**Bhopal**". On request of the Bidder, the Earnest Money Deposit (EMD) will be adjusted against the Security Deposit payable by the bidder and bidder shall deposit the balance amount in the prescribed mode and in specified time limit. If the Security Deposit is not paid within time specified, the Earnest Money Deposit of the bidder shall be forfeited. In such case, the Directorate shall be entitled to get the work executed from elsewhere and recover the consequential loss sustained from the bidder due to getting the work executed either through some other bidder or through the bidder selected through the process of re-tendering. **The "Performance Security", shall be released by the Directorate after the successful completion of delivery in respect of the 2nd phase and to the satisfaction of the purchaser (Directorate of Census Operations Madhya Pradesh , Bhopal).** No interest will be payable for "Performance Security". In the event of non-providing the services, the Performance Security shall be forfeited to the extent that the materials have not been supplied in conformity to the specified specification and to the satisfaction of the Purchaser (Directorate).
7. Payment can be released against actual deliveries (completion of supply) of the Supplier at Directorate of Census Operations, Madhya Pradesh Jaganana Bhawan, Jail Road, Arera Hills, Bhopal-462004 and to the satisfaction of the Purchaser as per the approved specification.
8. **Bank Charges:** Bank charges, if any, shall be borne by the successful tenderer.
9. The material should be properly delivered by the stipulated time frame at **Directorate of Census Operations, Madhya Pradesh, Jaganana Bhawan, Jail Road, Arera Hills, Bhopal-462004** in conformity with the specification and supplied to the satisfaction of the concerned authority/Purchaser.
10. **Amendments to the Tender:** Before the last date for the receipt of tender, the Directorate may amend any of the tender conditions as may be desired or wherever the Directorate feels that such an amendment is absolutely necessary. The Directorate at its discretion may or may not extend the due date and time for the submission of tender documents on account of amendments. Any such amendments to the tender conditions will be put on the Census Website [www.censusindia.gov.in.\(Tender\)](http://www.censusindia.gov.in.(Tender)).
11. Addresses of workshop(s) firm(s) and manpower/dealership profile are to be enclosed with tender.
12. Self Certificate, duly signed by the tenderer that the tenderer is not currently blacklisted by any other Central Government/State Government Department / Public Sector Undertakings.
13. The **Directorate of Census Operations, Madhya Pradesh** reserves the right to accept any bid, and to annul the Tender Process at any time prior to award of Contract or reject any or all bids without assigning any reason there for and without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders on the grounds for the Purchaser's action.
14. The tenderers those who have already submitted the tender on Tender Notice No D-15035/1/2010-DCO(MP)/3722 dated 11.02.2010 need not to be apply again and the bids also opened on said date alongwith the fresh bidders.

(S.L.JAIN)
Joint Director
Directorate of Census Operations,
Madhya Pradesh