



भारतीयराष्ट्रीयउपभोक्तासहकारीसंघमर्यादित
NATIONAL COOPERATIVE CONSUMERS' FEDERATION OF INDIA LIMITED
(उपभोक्तामामले, खाद्यएवंसार्वजनिकवितरणमंत्रालय, भारतसरकार)
(Under MINISTRY OF CONSUMER AFFAIRS, FOOD & PUBLIC DISTRIBUTION, GOVT. OF INDIA)
3rd Floor, Western Wing, Nehru Sahakar Bhawan, Bhawani Singh Marg, Jaipur-302001
Phone No. 2740370, E-mail: nccf.jaipur141@gmail.com

NCCF/JPR/TENDER/2026-27/

Date:14.07.2026

SHORT TENDER NOTICE

Introduction

National Cooperative Consumers' Federation of India Ltd. (NCCF), Jaipur Branch, invites sealed tenders from empaneled business associates for working at Newly Constructed Court premises, Alwar as per the attached specification, in accordance with General Financial Rules (GFR), 2017 and other applicable rules.

1. NCCF Jaipur reserves the right to reject all or any of the applications submitted in response to this tender at any stage without assigning any reasons whatsoever.
2. NCCF Jaipur reserves the right to modify, cancel, suspend, change or supplement this Tender at any stage.
3. Any change to this tender document shall be uploaded on NCCF website <https://nccf-india.com/> applicants are advised to keep viewing the NCCF website for any corrigendum/change.

Scope of work

The successful vendor shall be responsible for working at Newly Constructed Court premises, Alwar as per the specifications sheet attached.

The scope of work involves various works at Newly Constructed Court premises, Alwar conforming strictly to the specification, quality standards and quantities prescribed.

This tender is issued by NCCF for selection of eligible and qualified vendors for various works at Newly Constructed Court premises, Alwar.


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N.C.C.F. of India Ltd
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Technical specifications:-

As per Annexure – IV

Technical Bid:-

S.No.	Information	Details
1.	Name of Work	Working at Newly Constructed Court premises, Alwar
2.	Period of Work	Supply and installation within 60 days.
3.	Last date of submission of Tender	18/07/2026 at 1:00 PM
4.	Tender opening Date	18/07/2026 at 1:30 PM
5.	Place of submission of Tender/ Opening of Tender	Office of NCCF, 3rd Floor, Western Wing, Nehru Sahakar Bhawan, Bhawani Singh Marg, Jaipur-302001
6.	Bid System	Two Bid system 1. Technical Bid 2. Financial Bid
7.	Earnest Money Deposit (EMD)	Rs. 2,00,000.00 (Rupees Two Lakh only through RTGS or DD. Unsuccessful bidder will be returned EMD within 7 days of finalisation of the bid without interest. MSE vendors will be exempted from depositing EMD (Valid proof need to be submitted claiming the exemption)
8.	Bank Details / Account Details	Name of Account Holder: - NCCF of India ltd. Account Number: - 1331011113 Name of Bank and Branch: - Central Bank of India, Sansar Chandra Road, Jaipur IFSC Code: - CBIN0281065
9.	GST registration certificate	
10.	PAN Card	
11.	GST return (GSTR-3B) last 3 months	
12.	Turnover certificate Last 3 years	
13.	ITR for last 3 years	
14.	Notarized affidavit on Rs.100 NJS in original for non-engagement in fraudulent corrupt practice, non-blacklisting in any Govt. organisation.	

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Terms and conditions:-

1. Selection of the bidder will be made on the basis of maximum margin offered for NCCF and lowest rate quoted.
2. NCCF Shall be at liberty to distribute 40% of the total tendered quantity of materials amongst other than L1 bidders subject to acceptance of L1 rates by other than L1 bidders and fulfillment of eligibility criteria by them. The Distribution is solely the discretion of NCCF.
3. NCCF shall terminate the empanelment of a Business Associate if they have competed against NCCF in any bid either individually, as a partner or in a Joint Venture.
4. EMD of unsuccessful tender will be refund only after finalization of the bid. No interest will be paid on it.
5. Tender Forms - envelope - A Technical Bid and envelope - B shall be submitted in separate sealed envelope.
6. First preference shall be given to the empaneled Business Associate of Tendering Branch of NCCF. Second preference (in case of absence of valid Business Associate of tendering Branch) shall be given to Empaneled Business Associate of other NCCF Branches.
7. The payment shall be made only after payment being received by NCCF from the concerned department. This is a mandatory and non-negotiable condition.
8. Supply must be completed within the stipulated period. Delay will attract liquidated damages and plenty.
9. Any rejection at inspection or non-conformance to technical specifications will be replaced by the vendor within 15 days at their own cost.
10. The vendor shall not sub-contract, assign, or transfer the supply order in whole or part.
11. The vendor shall indemnify NCCF against any financial, legal, or reputational loss arising out of non-compliance with the conditions of the buyer department.
12. NCCF reserves the right to postpone/cancel the tender and accept or reject any bid without assigning any reason.

Bid Submission Instructions:-

1. Bid shall be submitted physical on or before 15/07/2026 at 1:00 PM
2. Bids received after specified date and time shall be rejected.
3. Late bids shall not be considered under any circumstances.

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4. Bidder shall ensure all documents are clear, legible, and properly arranged.
5. Incomplete bids or bids without Bid Security shall be treated as invalid.
6. All pages of tender documents shall be initialed by authorized signatory.
7. Tender documents should bear seal / stamp of firm / organization.
8. Bids with interlineations or alterations should bear initials of authorized signatory.
9. Tender without EMD, shall not be accepted except in case of valid exemption being sought by the Bidder.
10. EMD deposited by the successful bidder may also be treated / considered as security deposit.
11. Such a security deposit shall be refunded interest free after successful execution of the order.
12. If the supplier fails to supply the quantity as per Order & Tender conditions, the security deposit shall be liable to be forfeited and the supplier will be blacklisted.
13. All the data, record, etc should be maintained with confidentiality. There should be no breach of obligation on the part of firm. In case of breach of obligation, appropriate action will be taken against the party, in accordance with law.
14. The supplier shall not sublet the work to any third party without written consent of the NCCF.
15. At any stage, if it is found that the business associate / proprietor, etc has given incorrect and misleading certificate / information / document(s), NCCF shall free to take suitable action including cancellation of contract, blacklisting of the applicant, etc.
16. Quantity of the items may vary depending upon the requirement.
17. In case of any ambiguity/ dispute in the interpretation of any of the clauses in this tender document, NCCF's interpretation of the clauses shall be final and binding on all applicants/parties.

Bid Validity and Responsiveness:

1. The bidder quoting the lowest rate (L1) will be awarded the tendered quantity as per the terms and conditions of this tender.
2. Only technically compliant bids will be considered for price evaluation.
3. Bid shall remain valid for minimum 180 days from bid opening date


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4. Bids not meeting technical and mandatory requirements shall be treated as non-responsive and rejected
5. Procuring authority shall not waive responsiveness requirements
6. Deviation from tender specifications shall result in bid rejection

Eligibility Criteria:

1. Only empanelled business associated with NCCF can participate, subject to fulfillment of eligibility and evaluation criteria.
2. Be a legally registered entity (Proprietorship/Partnership/LLP/Company/Cooperative).
3. Have minimum 03 years of experience in supply/manufacture of various furniture or similar items any Central Government/State Govt./Autonomous Bodies/PSU/any other Central/State Govt. agencies, etc.
4. Turnover certificate issued by chartered accountant duly sealed and signed with UDIN.
5. Should have minimum annual average turnover for last 3 years of Rs 3.00cr. (Issued by Chartered Accountant with valid UDIN).
6. Valid GST, PAN, and statutory registrations are mandatory.
7. Vendor must not be blacklisted/debarred by any Government/PSU/Autonomous body, etc (affidavit required).
8. Vendor shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by the any Government organization.
9. The vendor must submit all the relevant and material documents in support of their eligibility.

Earnest Money Deposit (EMD):-

- Amount Rs. 2,00,000.00 (Rupees Two lakh only)
- Mode: DD/Online transfer/Bank Guarantee in favour of National cooperative Consumers Federation of India Ltd
- EMD exemption, if any shall be as per GFR, 2017 Rule and applicable Government Rule.

Security Deposit / Performance Security:-

- Successful bidder shall submit Performance Security @ 2% of contract value (as decided by NCCF) within 7 days of placement of order. The validity will be up to completion of contract including warranty period. NCCF reserves the right to forfeit performance security in case of termination, breach of terms and conditions, non-compliance of

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instruction issued by NCCF time to time, etc. MSME vendors exempted to submit performance of the contract value.

Price & Financial Terms:-

- Prices must be firm and inclusive of all taxes, duties, freight, insurance, packing, and forwarding, unless specified otherwise.
- GST shall be quoted separately as applicable.
- No escalation in price shall be allowed during the contract period.

Payment Terms:-

- 1) Payment shall be released to the successful vendor only after NCCF receives the corresponding payment from the concerned client department for the respective quantity supplied. NCCF will not be liable to make any payment if not received from the department for what so ever reason.
- 2) No advance payment shall be made by NCCF under any circumstances.
- 3) All payments shall be subject to applicable statutory deductions and NCCF's approved service margin.
- 4) Vendor must submit:
 1. Original GST invoice in the name of NCCF Jaipur Branch;
 2. Proof of uploading invoice on GST portal (screenshot/ARN/IRN);
 3. Bank details & PAN copy.
- 5) NCCF shall release payment within 3 working days of receiving payment from the Department, subject to verification. Payment shall be made after inspection, and acceptance of goods, subject to submission of complete documents.
- 6) GST component will be released only if invoice is uploaded correctly and ITC is available.
- 7) Any denial/reversal of ITC due to vendor fault shall be recovered from the vendor's bills /security.
- 8) Final payment subject to reconciliation and fulfillment of supplier's obligations.
- 9) NCCF reserves the right to deduct penalties, damages, replacement costs, or extra procurement costs due to the vendor's default.
- 10) NCCF reserves the right to withhold payment in case of non-compliance or defective supplies.

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Tendering System:-

- Single-stage, two-bid system:
 - Technical Bid
 - Financial Bid
- Financial bids of only technically qualified bidders shall be opened.

Evaluation Criteria:-

Selection of vendor shall be made on the basis of lowest evaluated rate (inclusive of GST and transportation) and the highest service margin offered to NCCF, subject to fulfillment of eligibility criteria and technical compliance

NCCF reserves the right to distribute up to 40% of the total quantity among eligible vendors other than the L1 bidder, provided they agree to match the L1 rate and fulfill all eligibility conditions. The distribution is solely the discretion of NCCF.

Preference shall be given in the following order:

- (a) Empaneled business associates of the concerned NCCF Branch.
- (b) Empaneled business associates of other NCCF Branches.

Delivery Schedule:-

The supply must be completed within 90 days of issue of work order or as specified by NCCF/Concerned department. Delay in supply will attract liquidated damages imposed by the NCCF.

The terms, conditions, supply schedule, and technical specifications of the product shall be as finalized and adopted by NCCF for this procurement, which shall be acceptable to the bidder.

The vendor shall not assign, transfer, or sublet the work, in full or part, without prior written consent of NCCF.

In case of delay, non-supply, or rejection during inspection, the vendor shall be liable to bear the penalty and replacement costs as imposed by NCCF during that time as per the contract value.

The penalty may be upto 5% of the contract value or as deemed fit to NCCF. Any penalty or deduction imposed on NCCF by the client department due to the vendor's default shall be fully recoverable from the vendor's payment, EMD, or performance security.


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Force Majeure:-

- Neither party shall be liable for forfeiture of performance due to causes such as natural calamity, riots, war, or any event beyond reasonable control of the parties.
- The affected party must notify the other party in writing within 7 days of such circumstances.

Arbitration:-

Disputes or differences, if any, arising under the contract, shall be referred to the arbitration of sole-arbitrator to be appointed by the mutual consent of both the parties. The arbitration proceedings shall be conducted in accordance with the Arbitration and Conciliation Act, 1996 (as amended from time to time). The venue and seat of arbitration shall be Jaipur, Rajasthan, India and the language of arbitration shall be English.

NCCF's Rights:-

NCCF reserves the right to:-

- Reject all or any bids without assigning any reason.
- To modify, suspend, change or supplement this tender at any stage. Any change to this tender document shall be uploaded on NCCF website <http://NCCF-india.com>.
- In case of any ambiguity/ dispute in the interpretation of any of the clauses in this Tender Document, NCCF's interpretation of the clauses shall be final and binding on all applicants/parties.
- At any stage, if it is found that the vendor (Proprietorship, Partnership, Private Limited Company, etc) has given incorrect and misleading certificate/ information/ document(s), NCCF shall free to take suitable action including cancellation of contract, forfeiture of security / Tender security amount, blacklisting of the applicant, etc.
- All for any additional information/ documents from experienced firm (Proprietorship, Partnership, Private Limited Company, etc) and same shall be submitted by them to NCE within given time period.
- It may kindly be noted that Government of India or any State Government in India shall not be a party to this transaction.
- NCCF shall be at liberty to postpone / cancel the tender and accept or reject any bid without giving any reason whatsoever.
- NCCF shall terminate the empanelment of a Business Associate if they have competed against NCCF in this bid either individually, as a partner or in a Joint Venture.
- Violation of any terms & conditions of this tender may lead to termination/ blacklisting/ penalty.

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Subletting:-

- The vendor shall not sublet, subcontract, or assign the contract to any third party without written consent of NCCF.
- Any attempt to subletting without written consent of NCCF shall lead to termination, blacklisting and forfeiture of security amount.

Blacklisting: -

NCCF reserves the right to blacklist the agency for upto 2 years for: -

- Fraudulent documents
- Non-compliance with laws
- Corruption or unethical practices.
- Breach of confidentiality, etc.

Corrupt or Fraudulent Practices:

- It is expected that the vendors who wish to apply for this tender have highest standards of ethics.
- NCCF will reject tender if it determines that the vendor recommended for award has engaged in corrupt or fraudulent practices while competing for this tender.
- NCCF may declare a vendor ineligible, either indefinitely or for a stated duration, to be awarded or contact if it at any time determines that the vendor has engaged in corrupt and fraudulent practices during the execution of contract.

General Clause: -

- Misuse of NCCF name, logo or letter head, etc. shall lead to blacklisting including forfeiture of EMD but not limited initiation of legal proceedings.

Integrity & Anti-Corruption Clause:

- The supplier shall not engage in any corrupt, fraudulent, collusive, or coercive practices. If such activities are detected, NCCF may cancel the contract immediately and may blacklist the supplier, impose penalty and take legal action as per applicable laws.

Legal & Audit Protection Clause: -

Submission of false, misleading, fabricated, or suppressed information at any stage of the tender process shall result in one or more of the following actions, at the sole discretion of NCCF:

- Rejection of the bid;
- Termination of the contract, if already awarded;


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- Forfeiture of Earnest Money Deposit / Performance Security;
- Blacklisting / debarring of the bidder;
- Recovery of losses or damages suffered by NCCF;
- Initiation of appropriate legal action as per applicable laws.

Such action shall be without prejudice to NCCF's other contractual and statutory rights.

Termination for Default: -

- NCCF may terminate the contract, in whole or in part, by issuing a written notice to the supplier, in the event of:
 - Persistent delay in supply;
 - Repeated quality failures;
 - Breach of any material term or condition;
 - Insolvency, liquidation, or cessation of business by the supplier.
- Termination under this clause shall be without prejudice to NCCF's right to recover losses or damages.

Termination for Convenience:

NCCF reserves the right to terminate the contract at its discretion, in whole or in part, by giving reasonable written notice, without assigning any reason and without incurring any liability, other than payment for goods duly supplied and accepted up to the date of termination.

(SHAKIL AHMAD)
 Branch Manager
Branch Manager
N.C.C.F. of India Ltd;
JAIPUR

Vendor Declaration / Affidavit

(To be submitted on Rs.100 non-judicial stamp paper, notarized)

AFFIDAVIT

I/We, _____ having office at _____ do hereby solemnly affirm and declare as follows:

1. That I/We have read and understood the terms, conditions, technical specifications, warranty obligations, and penalty provisions of the NCCF tender no. _____ dated _____.
2. That I/We agree to supply the goods strictly in accordance with these terms and conditions and shall be fully responsible for any default, delay, or rejection attributable to us.
3. That I/We hereby undertake to indemnify and hold harmless NCCF against any financial, legal, or reputational loss arising from our non-performance, delayed supply, or quality rejection.
4. That I/We have not been blacklisted or debarred by any government department, public sector undertaking, cooperative institution, or NCCF.
5. That all documents and information submitted by us in the tender are true and correct to the best of our knowledge and belief.

DEPONENT

Verification

Verified at _____ that the contents of the above affidavit are true and correct to the best of my knowledge and belief.

DEPONENT

(Signature with Seal)

Performance Security Format

(To be submitted on Vendor's Letterhead along with DD/FDR)

PERFORMANCE SECURITY UNDERTAKING

To

The Branch Manager

National Cooperative Consumers' Federation of India Ltd. (NCCF)

Jaipur Branch

Subject: Performance Security for Tender No. _____ dated _____.

Sir,

In consideration of the NCCF having agreed to award the supply order for [Name of Work] to us, we hereby deposit a Performance Security against the total bid value (RS_) in the form of [Demand Draft/FDR No. _____ dated _____ drawn on _____ Bank] in favour of National Cooperative Consumers' Federation of India Ltd., payable at Jaipur.

We understand and agree that:

1. This Performance Security shall be valid until completion of warranty period as per the terms of both NCCF tenders
2. NCCF shall have the absolute right to forfeit this security, in full or part, for any delay, non-compliance, or quality defect attributable to us.

Yours Faithfully,

(Name and Signature of Authorized Signatory)

(Firm Name)

(Date)

(Seal)

Financial Bid Format

(To be submitted on Vendor's letterhead and signed by Authorized Signatory)

Tender No.: _____

Date: _____

Name of Work; _____

Bidder Details

S.No.	Particulars	Details
1.	Name of Firm / Company	
2.	Registered Address	
3.	GST Registration No.	
4.	PAN No.	
5.	Contact Person (Name and Designation)	
6.	Mobile No. / Email ID.	

B. Financial Quote

S.No.	Item Description	Unit	Quantity	Basic Rate	GST (%)	GST amount	Total Amount

C. Declaration by Bidder

I/We hereby declare that:

1. The above rates are inclusive of all taxes, duties, transport, installation, and warranty obligation.
2. The above rates include NCCF margin @ ____%.
3. The quoted rates shall remain firm and valid for the contract period.
4. Payment shall be released only after NCCF receives payment from the client department.
5. The selection shall be based on lowest evaluated rate and highest NCCF margin, as per tender terms.
6. All details furnished are True and correct to the best of my knowledge and belief.

Authorized Signatory: _____

Name: _____

Designation: _____

Firm Seal: _____

Date: _____

Place: _____