

D-31021/13/2009-Gen
Government of India
Ministry of Corporate Affairs

Shastri Bhawan, 5th Floor, 'A' Wing,
Dr. R.P. Road, New Delhi-110001
Dated: 08- 07-2010

To,
The flowers/flowers pots suppliers

Subject: Awarding of work contract for supply of flowers/flower pots in the Ministry of Corporate Affairs for the year 2010-2011.

Sir,

I am directed to invite quotations for supply of flowers/flower pots for placing in the office of Hon'ble Minister office and other Senior Officers of this Ministry. The flower pots proposed to be procured should be made of the flowers of good quality/seasonal flowers as per the details given below:

1. Rose
2. Tata Rose
3. Jarbara
4. Glide
5. Tea Rose
6. Gul Davaari
7. Dalia
8. Connection
9. Orkit
10. Lelium
11. Lily
12. Mukara
13. Flower Bouquet

The above mentioned flowers are to be in single, bunch and in the form of flower pots. You have to quote your rates for single, bunch and flower pot separately.

2. The following terms and conditions on which the work may be entrusted to the successful bidder are as follow:-

- i) Flower pots are to be supplied on requirement basis for placing in the rooms as directed by this Ministry.
- ii). The flowers proposed to be provided should be fresh and of the good quality.
- iii). Vase for the flower pots are to be provided by the suppliers and these should be of the good quality.

- iv). You have to quote rates for the above mentioned flowers as well as other flowers available in the market in respective season.
- v). Flowers are to be placed in the room before 8.30 A.M. daily or on the days and time as desired by the Ministry.
- vi). In case, the quality of flowers is found to be inferior or the flowers are not fresh, then this Ministry shall deduct the entire amount for the day on which flowers of inferior quality have been provided.
- vii). This Ministry reserves the right to terminate the contract at any time without assigning any reason.
- viii). Flower bouquets are to be supplied on the short notice as and when desired by the Ministry.
- ix). Payment of the bills will made after verifying that you have made supplies as per the directions of the Ministry.
- x). You have to furnish proof/indicate that you are already supplying flowers/flower pots to other Ministries/Departments/Organizations of repute and your services have been found satisfactory

3. An amount of Rs.5000/- (Rupees five thousand only) by Demand Draft in favour of DDO, Ministry of Corporate Affairs, New Delhi as security deposit will be required to be deposited with this Ministry on acceptance of the contract. It will not carry any interest and will be refunded only on the satisfactory completion of the contract.

4. In case, you are interested to supply the flowers/flower pots to this Ministry, you may quote your rates in a sealed cover to the undersigned latest by 19-07-2010 (3.00 PM) to US(Gen.) giving full information as sought above. In case the information is found incomplete/incorrect, the tender submitted by you will be rejected.

Yours faithfully,

(G.V. Subbaiah)
Under Secretary to the Govt. of India
Tel:23383507

Copy to Web Master, MCA with the request to place tender notice on the web site of the Ministry.