

The Haryana Pond and Waste Water Management Authority

Plot No-9, DHL Square, 3rd Floor, IT Park, Sector-22, Panchkula

E-Mail Id: ms.haryanapondauthority@gmail.com

Website: www.hpwwma.org.in

Letter No:-HPWWMA/2024/ADMN/0023A/ 3523

Dated:- 21/07/2025

NOTICE INVITING QUOTATION

Sealed single stage two cover quotations (I-Technical Bid & II- Financial Bid) are invited from the intending quotationers fabricators for **“Providing & Fixing of Chester/Drawing Storage Cabinet in the Office of Haryana Pond & Waste Water Management Authority (HPWWMA) at 3rd Floor, DHL Square IT Park, Sector-22, Panchkula”**.

1. Interested firms/ agencies/ individuals may send their sealed quotations quoting their rates at which they would be able to “Provide & Fix the Chester/Drawing Storage Cabinet in the O/o of HPWWMA at 3rd Floor, DHL Square IT Park, Sector-22, Panchkula” as per term & conditions as mentioned in **Annexure-I**.
2. The cover containing the quotations should be sealed & supper – scribed, **“Quotation for Providing & Fixing of Chester/Drawing Storage Cabinet in the HPWWMA at 3rd Floor, DHL Square IT Park, Sector-22, Panchkula”** and should be addressed to the , “Member Secretary, HPWWMA, Sector-22, Panchkula, and put in the tender box kept in the office of HPWWMA in the working hours 9:00am to 5:00 pm during working days of the week. The quotations received after the last date & time as prescribed or received in any manner other than through tender box would not opened & would be summarily rejected . The time schedule of receipt and opening of quotation is as under:-

Schedule – A .

S. No.	PARTICULARS.	REMARKS
1	Ref. Number	HPA/ADMN/2025/0023A
2	Last date & time of bid submission by bidders.	04 .08.2025(15:00 hrs.)
3	Date & Time of opening of Technical portion as per Annexure II & III .	04 .08.2025 (15:00 hrs.)
4	Date & Time of opening financial Portion	04 .08.2025 (16:00 hrs.)
5	Bid Validity	02 Months

3. The quotations will be opened in the presence of the participating bidders or their authorized representatives, who may like to be present at the time of opening of quotations.
4. The HPWWMA reserves the right to reject any or all the quotations without assigning any reason thereof.

The complete bidding documents i.e., description of items & key dates can be viewed/ downloaded from the website: <http://www.hpwwma.org.in>. please note that the HPWWMA reserves the right to accept or reject the quotation process at any stage without assigning any reason thereof.




Member Secretary
HPWWMA, Panchkula.

Terms and Conditions:-

1. No advance payment will be made.
2. The HPWWMA will not accept any duplicate/ substandard items. If the supplier is not able to supply the items as per design & measurement action may be taken against the firm i/c blacklisting for future tendering.
3. If the supplied items are found defective and not up to the mark, the same should be replaced by the agency within a period of 2 days.
4. The firm should be registered with the Government for the purpose of Tax-GST etc, and the certified copies should be attached with the bid documents as per **Annexure-II**.
5. Rates should be quoted in figures as well as in words as well in the prescribed format as **ANNEXURE-I**. The rates should be inclusive of all taxes & nothing extra will be paid.
6. The competent authority in the HPWWMA reserves the right to amend any of the terms and conditions contained in the Quotation Documents.
7. Duly constituted committee by HPA shall open and evaluate the quotations and accordingly accept the quotation on the basis of lowest quote.
8. In case, the supplier/agency is found to have breached any condition(s) of the purchase order at any stage or services of the supplier/agency found not to the satisfaction of the HPWWMA, the purchase order may be terminated. The decision of the HPWWMA, in this regard, shall be final and binding.
9. The quotationer has to give a declaration in the attached form (**ANNEXURE-III**) that he has not been black listed/ debarred by any the Government or PSUs.
10. Any dispute, subject to Panchkula Jurisdiction only.

Vender Eligibility criteria: -

1. Bidder should possess valid GST Number. Attested copy of the same must be submitted with the Bid.
2. The bid shall be valid for two months.
3. Information furnished by the Supplier/Bidder as per **ANNEXURE-II** should be self-attested.
4. The Bidder should not have been blacklisted by any of the Department/ Ministry/ Organization. A duly signed declaration to this effect must be submitted by the agency as per **Annexure III**.
5. The invitation of quotation is open to all manufactures, their authorized suppliers fabricator and general order suppliers.
6. Haryana Pond and Waste Water Management Authority shall reject the bid, if it detects that bidder recommended for award has ever been found engaged in corrupt or fraudulent practice while competing for the contract.




Member Secretary
HPWWMA, Panchkula

ANNEXURE-I

**Name of Work:- Providing 2 Nos. Chester/Drawing Storage Cabinets in the office of HPA
3rd floor DHL Square Plot No. 9 It Park Sector-22 Panchkula.**

S/N	Description Items	Unit	Qty.	Rate (In Rs. Incl. All Taxes)	Amount (In Rs. Incl. All Taxes)
	<p>Providing 2 Nos. Chester/Drawing Storage Cabinets made from 20 Gauge (1MM) M.S Sheet Powder Coated of approved colour/shades as per approved attached drawings and directions of the Competent Authority. The Chester will be of the size and design as under:-</p> <p>1. Outer Dimensions Length 5'-3" Width 2'-0" Height 7'-0" Depth 1'-6"</p> <p>2. Design- Height wise 4 compartments of equal height of 1'-6" each with adjustable partitions and sliding shutter supported on bearings. The depth of compartments will be 1'-8" within the width of 2'-0". Each Chester will rest on 4 wheels (moveable). Concealed type handle on each sliding shutter will be provided and the Chester to be placed In position as directed.</p> <p>and placing the same in position as desired.</p>	Each	2 Nos.		
Net Amount					

Terms & Conditions:-

1. Final payment will be made after successful completion and installation of the Chester.
2. Installation should be completed within 15 days of issue of this order positively.
3. The work should be executed as per drawings and direction of HPA.
4. The rate should be inclusive of all taxes of any type i/c GST.

Date:-

Signature of Authorized Person

Name.....

Address.....


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ANNEXURE-II

Information to be Furnished by the Firm/Supplier:-

Sr. No	Particulars	To be filled by the Suppliers
1.	Name of Firm/Agency	
	Address	
	Name of Proprietor	
	Telephone no.	
	Mobile No.	
	Email. Address	
	Name of Business partner, if any	
2.	PAN Number (Copy to be enclosed)	
3.	CST/VAT Registration Certificates (Copies to be enclosed along with TIN numbers)	
4.	Service TAX Registration no. copy to be enclosed	
5.	The firm should have submitted ITR during last three years (FY 2021-22, 2022-23 & 2023-24).	
6.	Whether terms and conditions are acceptable or not?	
7.	Whether the firms is blacklisted by any Government/Department or any criminal case is registered against the firm on its own/partners anywhere in India (if No, an undertaking to this effect may be attached. (In Annexure-III)	

Date:-

.....
Signature of Authorized Person

Name.....

Address.....





ANNEXURE-III

Declaration

To

Member Secretary,
Haryana Pond & Waste Water Management Authority.
Plot No.-9, DHL Square, 3rd Floor, IT Park, Sector-22, Panchkula-134109.

R/Sir,

I/We.....
..hereby confirm that our firm has not been banned o blacklisted by any government organization/ Financial Institution/ Court/ Public Sector Unit/ Central Government and no Police /Vigilance enquiry/Criminal case is pending against us.

Date:-

.....
Signature of Authorized Person

Name.....

Address.....

Mob. No.....




