

QCI/NBQP/0124/260

Request for Quotation for
“Promotional items and merchandise”



Quality Council of India (QCI)
Institution of Engineers Building,
2nd Floor, 2, Bahadur Shah Zafar Marg,
New Delhi - 110002

Quality Council of India, an Autonomous Body setup by Ministry of Commerce & Industry, Government of India, invites quotations for “**Promotional items and merchandise**” as per the details given below:

Bill of Quantities (BOQ)

S. No.	Item	Quantity	Unit Rate*	Amount (in ₹, excl. GST)
1	Media Kit with QCI branding	1000 units		
2	Bottles with QCI branding.	500 units		
3	Gowns with Cap & Scarf as per below: <ul style="list-style-type: none">• 100 gowns in black color• 6 gowns in green color• 6 gowns in blue color	112 units		
4	Caps in blue color	100 units		

Note: Sample images are attached as Annexure-1.

Prequalification

- Valid Certificate of Registration/Incorporation, GST Registration, PAN
- Copy of purchase orders for supply of similar items, if any.

Terms and Conditions:

- Delivery Timeline:** The items mentioned in BOQ to be delivered within two (02) days of award of work.
- Delivery Address:** ASHI Bhawan, 19, Rouse Avenue Institutional Area, New Delhi 110002
- Payment:** The payment shall be made post successful delivery within 30 days of submission of proper tax invoice.
- Penalty:** Penalty may be imposed on non-performance/ violation of any of the terms and conditions mentioned in this RFQ.
- QCI reserves the right to accept or reject any bid, to annul the entire bid process or reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected Vendor(s) or any obligation to inform the affected Vendor(s) the grounds for such decision. QCI also reserves the right to negotiate with the successful Vendor if necessary.
- The contract will be awarded to the Vendor whose proposal conforms to this RFQ and is, in the opinion of QCI, the most advantageous and represents the best value to the assignment, price and other factors considered.
- No part of this document can be reproduced in any form or by any means, disclosed or distributed to any person without prior written consent of QCI, except to the extent required for submitting the bid and no more. The information contained in this document is only disclosed for the purposes of enabling potential Vendors to submit a proposal to QCI. This document should not therefore be used for any other purpose. This document contains proprietary information furnished for evaluation purposes only; except with the written permission of the QCI, such information may not be published, disclosed, or used for any other purpose. The bidding firms acknowledge and agree that this document and all portions thereof, including, but not limited to, any copyright, trade secret and other intellectual

property rights relating thereto, are and at all times shall remain the sole property of QCI. The title and full ownership rights in the information contained herein and all portions thereof are reserved to and at all times shall remain with QCI. Vendors must agree to take utmost care in protecting the proprietary and confidential nature of the information contained herein.

8. QCI, by issuance of this RFQ does not necessarily indicate or imply that the project will be commenced. The Vendor will absolve QCI of all responsibilities if the project does not start within the stipulated timeframe. QCI reserves the right to withdraw this assignment at any time without prior consultation or intimation to the Vendors.
9. QCI may at its sole discretion and at any time during the evaluation of proposal, disqualify any respondent, if the firm:
 - i. Submitted the proposal after the response deadline.
 - ii. Made misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements.
 - iii. Exhibited a record of poor performance such as abandoning works, not properly completing the contractual obligations, inordinately delaying completion or financial failures, etc. in any project in the preceding three years.
 - iv. Submitted a proposal that is not accompanied by required documentation or is nonresponsive, failed to provide clarifications related thereto, when sought.
 - v. Submitted more than one proposal.
 - vi. Was declared ineligible by the Government of India/State/UT Government for corrupt and fraudulent practices.
10. **Disclaimer:** QCI shall not be responsible for any late receipt of applications for any reasons whatsoever. The applications received late will not be considered.
QCI reserves the right:
 - i. To reject any/all applications without assigning any reasons thereof.
 - ii. To relax or waive any of the conditions stipulated in this document as deemed necessary in the best interest of the QCI without assigning any reasons thereof.
 - iii. To include any other item in the Scope of work at any time after consultation with applicants or otherwise

Interested parties may submit the quotation in sealed envelope inside a sealed envelope superscribing **“Promotional items and merchandise”** to Deputy Director (Finance & Accounts), Quality Council of India, Institution of Engineers Building, 2nd Floor, 2, Bahadur Shah Zafar Marg New Delhi - 110002, India (By post or by hand) on or before **January 29, 2024, by 2 PM.**

For any queries, you may contact the below:

Procurement Team, QCI

Email id: procurement@qcin.org

Annexure-1
Sample images

1. Media Kit with QCI branding



2. Bottles with QCI branding.



3. **Gowns with Cap & Scarf** as per below:

- 100 gowns in black color
- 6 gowns in green color
- 6 gowns in blue color



4. **Caps** in blue color

