



THE DELHI GOLF CLUB

REQUEST FOR PROPOSAL

INVITATION OF BIDS FOR PURCHASE OF DUFFLE BAG FOR CAPTAIN'S WEEK 2024

Request for Proposal (RFP) Dated 26th March 2024

Background and Product Details

A Golfing tournament is being organized at The DGC for the promotion of Golf as such.

This RFP is being issued to invite bids for **Purchase of Duffle Bag**, required for the said tournament.

Definition of Product

1. Premium quality product to be use for bag with standard Chain and stitching quality.
2. The product should have fine finish in a superior quality.
3. Total quantity of duffle bag is **750 Nos.**

Samples to be shown for all items before finalization.

COMMITTED OFFER/BIDS

Interested parties are requested to send in their committed offer/bids in a sealed cover with the following details:

- i. Name of the Organization
- ii. Address and contact details.
- iii. GST Details
- iv. Bank Details
- v. Your Firm offers.

The address and contact numbers for sending Bids regarding this RFP are given below -

- a. Bids to be addressed to:
The Secretary
The Delhi Golf Club,
Dr. Zakir Hussain Marg New Delhi- 110003
- b. Postal address for sending the Bids: **As mentioned Above**
- c. E-mail ids of contact personnel: **Purchase@delhigolfclub.org**
- d. **Last date and time for depositing the Bids: By 12.00 Noon on 29th March 2024**

The sealed bids should be deposited/reach by the due date and time. The responsibility to ensure this lies with the Bidder.

1. **Manner of depositing the Bids:** Sealed Bids should be either dropped in the Tender Box kept in **the Main Office of DGC** or to be sent by registered post at the address given above so as to reach by the due date and time. Late tenders will not be considered. No responsibility will be taken for postal delay or non- delivery/non-receipt of Bid documents. Bids sent by FAX or e-mail will not be considered (unless they have been specifically called for by these modes due to urgency).
2. **Time and date for opening of Bids: At 2pm on 29th March 2024.**
If due to any exigency, the due date for opening of the Bids is declared a closed holiday, the Bids will be opened on the next working day at the same time or on any other day/time, as intimated by the Buyer.
3. **Location of the Tender Box:**
Tender Box will be placed in Main Office Area **outside Financial Controller's cabin**. Only those Bids that are found in the tender box will be opened. Bids dropped in the wrong Tender Box will be rendered invalid.
4. **Place of opening of the Bids and Draw in case necessary:**
Tender will be opened in the Board Room of the DGC. The Bidders may depute their representatives, duly authorized in writing, to attend the opening of Bids on the due date and time. A draw of lots to finalize the teams could also be conducted, if found necessary. This event will not be postponed due to non-presence of your representative.
5. **Delivery Date:** The items must be delivered on 01 April 2024.
6. **Note: - All** terms and condition would be mentioned in the respective quotation/offer, i.e. GST, Freight, Payment, specifications of items and etc.

Lt. Col. Rohit Singh (Retd.)
Secretary,
The Delhi Golf Club