



འགྲུབ་ལས་ཁུངས་སྒྲིག་ཁང་ལས་འཛིན།  
Dungsam Cement Corporation Limited

Nganglam; Pemagatshel



DCCL/Com/Proc/07/2024/109

22.01.2024

To,

.....  
.....

**Sub: Limited Enquiry**

Dear Sir/Madam,

Kindly quote the rate for the supply of the materials listed in the tables below to M/s. Dungsam Cement Corporation Limited (DCCL), based on the terms and conditions outlined.

SL #	MATERIAL CODE	DESCRIPTION	QTY	UOM	Brand : DELL		Brand: Lenovo	
					RATE	AMOUNT	RATE	AMOUNT
1	80000188	Laptop (Core I5, 13th Gen, 8 GB RAM, 512 GB SSD, Display 14"" inch, Window 11 PRO, MS Office 2021 and WITH BAG and other accessories)	10	Set				
3	80000444	Desktop computer (Core-i5 12 <sup>th</sup> Gen , 32GB RAM, 512GBSSD HDD/Windows 11 Pro with monitor 21.5" (D1918H) and Zebronic ups 600va for 1 Nos)	6	NOS				

**Terms and Conditions**

- The sealed and signed offer should reach the Managing Director/CEO of M/s. Dungsam Cement Corporation Limited no later than 4<sup>th</sup> Feb, 2024 or submit the quotation through password-protected offers to [procurement@dccl.bt](mailto:procurement@dccl.bt). Or [Dorji.wangchuu768@dccl.bt](mailto:Dorji.wangchuu768@dccl.bt). The bids will be opened on the same day. Any offers received after the deadline will not be accepted and will be considered invalid.
- All bidders must quote their rates in accordance with the specifications mentioned above, and items that do not meet these specifications will be considered invalid.
- Bid Security
  - The Bid Security Amount shall be a Bid Security of 10% of the quoted amount in the form of Cash Warrant/Demand Draft/Bank Guarantee, addressed to MD/CEO, DCCL,

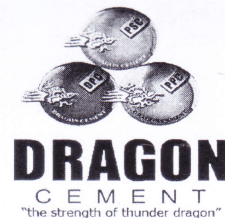
Head office: Nganglam,  
BHUTAN Tel: +975-7-481114 /1099  
E-mail: [info@dccl.bt](mailto:info@dccl.bt)  
[www.dccl.bt](http://www.dccl.bt)



# འགྲུང་བསམ་རྩི་ས་ལས་འཛིན།

## Dungsam Cement Corporation Limited

Nganglam; Pemagatshel



and Nganglam with validity period of three months from the date of Opening. Further, it will be retained as performance security till the expiry of contract. If the supplier fails to deliver the material within the grace period of one month, the order shall be cancelled with forfeiture of Performance security. Instead of providing a Bid Security, the bidder must submit the Bid Securing Declaration Form - FORM NO.1.

b. Forfeiture of Bid Security

- a. If a bidder withdraws its bid during the period of bid validity,
- b. If a successful bidder does not accept the arithmetical correction of its bid price.
- c. In the event of forfeiture of the bid securing declaration, the bidder shall be required to provide the bid security amount in the form of a cash warrant or a Bank Guarantee issued by a reputable financial institution within 14 days from the date of notification by DCCL. Failure to comply with the aforementioned requirement will result in the bidder being barred from conducting business with DCCL.

4. If the specifications provided are unclear, bidders must not quote a rate until they have sought clarification from the Procurement Section.
5. The final delivery point for the materials will be the DCCL Store, and the delivery period for the goods must be within 20 days of the purchase order's issuance. The materials must conform to the specifications above, and failure to do so will result in rejection and replacement at the supplier's cost. In the case of rejected items, they must be replaced as soon as possible, but the delivery period shall remain the same.
6. The quoted price must be inclusive of all taxes and duties in Bhutan and wherever applicable.
7. A delay in the delivery of goods will result in Liquidated Damages of 0.3% per day, up to a maximum of 10%. In such cases, the LD will be calculated based on the total value of the items for which the supply has been delayed.
8. In the event of material rejection, the supplier shall replace or lift the rejected items within 10 days from the date of receiving the rejection notice from DCCL. Failure to do so will result in a penalty of 0.03% of the quoted value, which shall be applied for up to 30 days. If the replacement or lifting of the rejected items exceeds 30 days, the items shall be seized and become the property of DCCL. Additionally, the order shall be cancelled, and the performance security will be forfeited.
9. Orders will be placed based on the lowest evaluated of bid.

Head office: Nganglam,  
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E-mail: info@dccl.bt  
[www.dccl.bt](http://www.dccl.bt)





**འགྲུབ་པ་མ་ཕྱི་ས་ལས་འཛིན།**  
**Dungsam Cement Corporation Limited**

Nganglam; Pemagatshel



**Form of Bid – Securing Declaration**

Date.....

Enquiry No: .....

To,  
General Manager  
Corporate Service Department  
Dungsam Cement Corporation Limited

We, the undersigned that, according to your conditions, bids must be supported by a bid- Securing Declaration.

We accept that we are required to pay the bid security amount specified in the Bidding Documents within 14 days of your instruction and failure to do so will automatically debar us from being eligible for bidding or summing Bid in any contract thereafter if we are in breach of our obligation(s) under Bid conditions because we:

- a) Have withdrawn our bid during the period of Bid validity; or
- b) Having not accepted the correction of arithmetic errors; or
- c) Fail or refuse to execute the order issued within the bid validity period

We understand this Bid-securing Declaration shall be expire if we are not the successful Bidder, upon the earlier of (i) evaluation of bid with no item or lowest quoted: or (ii) sixty days after the expiration of our Bid Validity.

Seal and sign with Affix Legal Stamp: .....

In the capacity of..... [Insert name of Enquiry]

Name: ..... [Insert name of Bidder]

**Authorized Signatory**

**DUNGSAM CEMENT CORPORATION LIMITED**

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10. Payment will be made within one month of the materials' delivery, and no advance payment will be made.
11. Deviation from any of the terms and conditions mentioned above will lead to the rejection of the bid during the evaluation period.
12. The DCCL reserves the right to accept or reject any quotation without providing a reason.