

IMC SOCIETY OF ITI, BARARA AT HOLI-133201

TEL.- 01731-260340

DETAIL NOTICE INVITING TENDER

Open Tender is hereby invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under Commercial Envelope):-

Sr. No	Description of work / Items	EMD to be deposited by Bidder	Tender Document Fee (Rs.)	Last date of Submission of Bid	Opening of Technical Bids
1.	Supply of Petty Tools, Equipments & Furniture etc. for IMC Society of ITI, Barara at Holi	Rs. 1,00,000/-	Rs. 1000/-	23.12.2019 10.00 Hrs	23.12.2019 11.00 Hrs

Under this process, the Pre-qualification/ Technical bid Application as well as Price Bid shall be invited in single stage under two covers i.e. PQQ/Technical Envelope & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender documents.

- The payment for Tender Document Fee of Rs. 1000/- (Non refundable) and EMD of Rs. 100000/- (Refundable to the successful supplier) shall be made by eligible bidders through Demand Draft/ Banker's Cheque in favour of Principal-cum-Member Secretary, IMC Society of ITI, Barara at Holi payable at Barara at Holi.
- The Tender document shall be purchased and collected by the eligible supplier from the office of Principal-cum-Member Secretary, IMC Society of ITI, Barara at Holi on any working day by making payment of Tender Document Fee of Rs. 1000/- (Non refundable) through Demand Draft/ Banker's Cheque in favour of Principal-cum-Member Secretary, IMC Society of ITI, Barara at Holi payable at Barara at Holi.

The bids shall be submitted offline in two separate envelopes:

Envelope 1: Technical Bid

The bidders shall submit the required eligibility & technical documents as per Technical Bid format.

Envelope 2: Commercial Bid

The bidders shall quote the prices in price bid format under Commercial Bid as per schedule of items.

Above both the bids shall be submitted in a single sealed covered envelop and should be addressed & reached to the Principal-cum-Member Secretary of IMC Society of ITI, Barara at Holi-133201, Distt.- Ambala on or before 16.12.2019 upto 10:00 AM through Registered Post/ By Hand. The bids which will be received after due date, shall not be considered and summarily rejected. The price bids of those bidders shall be opened, who will successfully qualify the Technical Bid. The notice for opening of price bids shall be issued to the successful bidders in due course of action after successful opening & finalisation of Technical Bid.

Essential Terms and Conditions for Bidders:-

1. All Tools, Equipment's/ Furniture items should be ISI (where ever applicable)/ISO certified (wherever applicable) and/or reputed brand/make only and/or the supplier/manufacturer firm should be ISO certified. All the supplied items should be of Standard/ Similar make.
2. The supplier will have to supply the items within 30 days from the date of issue of supply order failing which a penalty @ 0.25% of the value of supply order per week on total value of the supply order shall be imposed. The supplied items after expiry of 60 days will not be accepted.
3. The bidder shall attach all the documents mentioned in the technical bid as well as enclose the acceptance of all the terms & conditions required/ mentioned in this tender. Each page of the tender documents including Technical Bid and Price bid shall be duly stamped and signed by the bidder or the bidder's authorised representative. All the bids shall be submitted by the bidder on the firm's letter head/ letter pad of the firm.
4. Price Bid:-
 - a) All duties, GST, packaging/forwarding Charges, installation charges, F.O.R. and other levies/charges, etc. payable on the items shall be included in the price of the items. The quoted price shall be inclusive of GST, all duties and F.O.R. etc. at Govt. ITI, Barara at Holi.
 - b) GST etc. in connection with the sale shall not be shown separately.
 - c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
 - d) The Price shall be quoted in Indian Rupees Only.
5. Normal Performance Guarantee for the supplied goods shall be minimum 1 years or as applicable on the supplied good by the manufacturers. In this regards, 5% amount of the total value of supply order shall have to be deposited by the bidder in terms of Performance Guarantee.
6. The items should be as per the schedule of items for price bid mentioned in the tender document/DNIT. The firms are not allowed to change in any specifications. The price of the items shall be quoted by the firm with complete name of the item as well as asked specifications.
7. The firm must have valid GST Registration Number. TDS on GST will be deducted as per rule.
8. Tenders without earnest money shall not be accepted.
9. After opening of the Price Bid and before issue of supply order to the L-1 Bidder, the firm shall make necessary arrangement at its own cost for inspection of the Items and display of sample of Petty items/ equipments which are to be supplied and for which the rates have been quoted, so that adequate quality may be ensured which commensurate with the quoted prices.
10. Payment shall be made immediately after delivery of the goods within 30 days and delay in payment shall not have any interest. 100% payment of petty tools/ equipments/ furniture shall be released after physical delivery and complete installation (if any) of the items in the Institute after its complete verification/checking and complete acceptance.
11. A committee of Technical staff shall constitute by the Principal-cum-Member Secretary/Competent authority for Pre-dispatch inspection/pre-receipt inspection of the items by the firm. The items shall be inspected as per the specifications of the items as per the supply order.
12. The firm will certify that the rates quoted by the firm are lowest and items are not available on lowest to these quoted rates in the Haryana State and the firm has not quoted the low rates for the same items in the similar bidding of other similar institutes. The necessary documents on letter pad are required to be attached at the time of submission of bid otherwise the firm shall be rejected technically.
13. The complaint about the tool/ machinery/ furniture will have to be attended within a week by the supplier.
14. The Bidder should attach printed leaflet/literature for detailed specifications of the quoted items along with the offer, if required.
15. Installation and Commissioning will be done by the supplier at their own expenses.
16. The quantity may be increase or decrease. The items and their quantities are tentative and supply order shall be issued as per the actual requirement of the concerned trade in the institute.

18. The goods would be evaluated for each item separately including GST and FOR to store of IMC Society of ITI, Barara at Holi.
19. The supply orders will be placed subject to permission of the Chairman of IMC Society or house of the IMC Society or permission of the Directorate of Skill Development & Industrial Training Department, Haryana, Panchkula, if so required.
20. The value of total supply can be increased or decreased as per the availability of Budget and Principal-cum-Member Secretary of ITI, Barara at Holi reserves right to increase or decrease quantity of the items and can cancel the all order without any reason due to arisen of unavoidable circumstances.
21. The Bidder Shall Supply the items as per the specifications mentioned in the Tender.
22. Rate shall be valid for 180 days from date of opening of tenders.
23. Supplied Goods should be unused and new.
24. The deposited EMD of the bidder will be returned after complete supply of the items and complete satisfaction of the institute purchase committee w.r.t. the complete supply as per the supply orders.
25. No Interest shall be payable on EMD amount, security amount and performance warranty amount.
26. The firm shall attach the undertaking of acceptance of all these terms & conditions mentioned above with duly stamped & signed on letter pad of the firm.
27. The Principal-cum-Member Secretary reserves the right to accept or reject of whole tender or part thereof at any time without assigning any reason. The bidder shall not be entertained for any claim regarding any rejection of the tender.
28. Jurisdiction: - All legal proceedings in connection with contract shall be Subject to the territorial jurisdiction of local court at Ambala, Distt. Ambala.

Principal-cum-Member Secretary
IMC Society of ITI, Barara at Holi

We undertake to abide by the above terms and conditions as mentioned in the tender.

Signature of Tendered with seal.

Technical Bid Format

Sr. No.	The Bidder	State Yes/No
1	Should have experience in working with Govt./Pvt. Educational Institutions/ Organizations /Engg. Colleges/ Polytechnics/ ITI's at least three years for providing such material i.e. Tools/ Machinery/ Equipment, Furniture etc. (Supporting documents to be attached viz-a-viz supply orders etc.)	
2	Should have GST Registration Number issued by the competent authority. (Supporting documents required to be attached)	
3	Should have PAN in the name of the firm. (Supporting documents to be attached with attested copy.	
4	Should have ever been blacklisted for any default in supply by any Govt. agency. (Affidavit to be attached).	
5	Should have average turnover at least Rs. 1.75 crore in the last 3 years. (Supporting documents to be attached). Copy of balance sheets to be submitted along with CA certificates.	
6	Should have submitted income tax Return for last three year consecutive years (Supporting documents to be attached).	
7	ISO certificate of the tendering firm i.e. Bidder should enclose the certificate with the tender (with attested copy) (Supporting documents to be attached).	
8	Authorization letter nominating a responsible person/liasoning agent of the bidder to transact the business with the Bid Inviting Authority to be submitted. (Supporting documents to be attached).	
9	Other required documents like under taking of acceptance of terms & conditions of the tender documents attached or not?	