TENDER DOCUMENT

For Supply and Installation of Tool, Machinery & Equipment.

Under the Head of A/C:- 4250- Capital Outlay on other social services Modernisation of Machinery, Equipments & Furniture:-

1. Electronics Mechanic

Tender Form Price Rs. 1000/- (Non Refundable)

Earnest Money: Rs. 10000/- (DD in favour of **Principal, GITI (Women), Jind**)

Place & Time of Sale of Tender Document : **Govt. Industrial Training Institute, (Women), Jind**

Last Date and Time for receipt of Tender 18/09/2015 at 03:00 PM

Date, Time & Place of Opening: 18/09/2015 03:00 PM in the office of Principal, Govt. ITI(Women), Jind

Issued to :

Issued By :
Principal
Govt. ITI (Women), Jind

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SECTION- 1(i)

Govt. I.T.I. (Women) Jind

NOTICE INVITING TENDERS

Sr. No.	Name of work Estimate	cost (Rs.)	Earnest Money	Last date and time of receipt of tender
1	**Supply and Installation of Tool, Machinery & Equipment.** Schedule of Items in Section 3(ii) from Page No.	Approx. Rs. 200000/-	**Rs. 1000/-**	**18/09/2015 (3:00 pm)**

For and on behalf of
Principal , Govt. ITI (Women) Jind

SECTION-1 (iii)

DETAIL NOTICE INVITING TENDER

Sealed tenders on the prescribed form are hereby invited from the suppliers/manufactures having ISO Certificate & registered sale tax numbers (TIN No.) for Tool Machinery & Equipment mentioned below in the sealed envelop before PM in the office of the Principal, GITI (Women) Jind, Kaithal Road, Near Patiala Chowk, Jind. The tenders shall be opened on **18/09/2015 at 3:00 PM**. in this office in the presence of tenders or their authorized representative/agents who may like to be present at the time.

Sr No	**Name of work Estimated**	**Cost(Rs. in Lacs)**	**Earnest Money**	**Time Limit**	**Last date of sale tender document**	**Last Date & time of receipt of tender**	**Dated & time of opening of tender**
1	2	3	4	5	6	7	8
1	**Supply and Installation of Tool, Machinery & Equipment.** Schedule of Items in Section 3(ii) from Page No.	Rs. 200000/-	Rs. 1000/-	10/09/2015 to 18/09/2015	18/09/2015	18/09/2015	18/09/2015 at 3:00 p.m.

Tender documents can be obtained on making payment of Rs1000/- non-refundable from the office of the Principal, GITI (Women) Jind during the office hours.

In addition to his the tender documents are also available as downloaded document (s) on www.itwjind.org.in Intending firms can download documents from the internet & can submit the document duly filled along with the requisite tender documents fees in the form of demand draft drawn on any scheduled bank in favour of Principal, GITI (Women), Jind . Download document submitted without requisite document fees will summarily rejected.

The agencies will submit the necessary document as under: -

'A'

Tender document fee (Rs. 1000 In case of down loaded documents) in the shape of demand draft,

Earnest Money Rs. 10000 in shape of Demand Draft.

'B' – Technical Bid Envelope

Eligibility conditions

Rates

CONDITONS:-

1) Conditional tenders will not be entertained & are liable to be rejected.
2) In case the day of opening of tenders happens to be holiday, the tenders will be opened on the next working day. The time and place of receipt of tenders and other conditions will remain unchanged.
3) The undersigned reserve the right to reject any tender or all the tenders without assigning any reason thereon.
4) The suppliers/manufacturers shall produce ISO Certificiate, an attested copy of the TIN Number, PAN number.
5) The tender without earnest money will not be opened.
6) The jurisdiction of court will be at Jind.
7) The tender of the bidder who does not satisfy the qualification criteria in the bid documents are liable to be rejected. Summarily without arising any reason and no claim whatsoever on this account will be considered.
8) The bid for the procurement of Tool, Machinery& Equipment shall remain open for acceptance during the bid validity period to be reckoned from the date of receipt of tenders. If any bidder/ tenderer withdraws his bid/ tender before the said period of makes any modifications in the terms and conditions of the bid, the said earnest money shall stand forfeited. Bids would require to be valid for 3 months from the date of bid closing.
9) The bidder must be mentioned make/Company/Model for each item.
10) If the bidder have any dealership, attach certificate.
11) A bidder shall not be permitted to bid for supply in the office of GITI(Women), Jind responsible for award and execution of supply in which his or his spouse's near relative (defined as first blood relations, and their spouses) is posted as Employee or as an officer in any capacity in GITI, ...
12) There should not be any alteration in the bidding documents. In case any alteration in found at any stage, the tender shall be liable for rejection summarily without further appeal.
13) The interested agencies can submit the tenders in person of through registered post (AD) or speed post ensuring that the same reaches the appropriate authority at the appointed place before the deadline. Principal, GITI (Women), Jind shall not be responsible for postal delays, if any. Reaching the tender to the appropriate authority is Bidder's responsibility.
14) All pages of the tender should be signed by the bidder and put his firms stamps on every page of tender. Rates should be written in figures as well as words. If there is discrepancy in the figures and the words, the rates given in the words shall govern unless it is clearly repugnant in the context.
15) Defaulting agencies in respect of performance of the context after its award shall render them liable to be debarred from further tendering for a period of two years besides the contractual remedies provided in the context.
16) Bidder must strictly abide by all the stipulations set forth while bidding for the supply. In case any bidder does not comply with the procedure prescribed, it may be presumed that he is not interested in bidding and order may not be let out to him.
17) The bidders turnover should be 25 lacs during the last years.
18) In Case of insufficient or improper specification of the item the rate for the particular item will not be considered in the comparative statement.
19) In case of non supply of goods deduction of the penalty @10% of the value of the goods or 2nd lowest bidder difference which ever will be on higher side will be deducted.
21) All logistic charges & Taxes will be included in the price quoted. No extra charges will be applicable.
22) Principal, GITI (Women), Jind has reserved the right to accept or reject the tender application or cancel the tender process without assigning any reason thereon.

Principal, GITI (Women), Jind
(Phone :01681-225590)

Endorsement No. …… **Dated: ……..**

A copy of above is forwarded to the following for information and wide publicity:
1 Director Industrial Training Department Haryana-Chandigarh.
2 Director, Public Relations Deptt. Haryana-Chandigarh

Principal, GITI (Women), Jind

SECTION-2 (i)
INSTRUCTIONS TO BIDDERS
General

Brief particulars are listed below, However tender documents may be referred to for correct appreciation of scope of work, conditions of
contract, specifications

Sr. No.	**Name of Work**	**Procurement of Tool, Machinery & Equipment**
1	Scope of work	Supply and Installation of Tool, Machinery & Equipment
2	Validity Period	Three Months from deadline of Tender
3	Estimated cost of the tender	Approx. 2Lacs
4	Validity of the tender	15 days after deadline date for submission of tenders
5	Cost of tender documents (Non Refundable)	Rs.1000/-
6	Earnest Money	To be accompanied with the tender Rs.10,000/ (in shape of D.D.)
7	Security deposit	Rs. 10,000 or 5% of the supply order value which ever is higher subject to the supply order issued to the agency.
8	Defect Liability	Period-cum-Maintenance period One & Half year

Important dates etc. in respect of this tender are listed below:-

1	Date and Time for Opening of EMD and Technical Envelopes	**18/09/2015 03:00 PM**
2	Place of Opening of Bid	**Office of Principal, GITI(Women), Jind**
3	Date and Time for Opening of Price Bid	**18/09/2015 03:00 PM**
4	Officer Inviting Bids	**Principal, GITI (Women), Jind**

1. In case the day of opening of tenders to be a holiday, the tender will be opened of the next working day at the same venue at the same time. However, the time, date & place of receipt of tenders and other conditions will remain unchanged.
2. Principal, GITI (Women), Jind reserves the rights to open or not to open any tender and to reject any or all the tenders without any liability whatsoever.
3. Canvassing of any kind is prohibited.
4. Bidding is open to all eligible bidders meeting the eligibility criteria. One bidder can submit only one bid. All cost of preparing tender including visits to site and carrying out investigations and research are to bidder's account.
5. Principal, GITI (Women), Jind may modify the bidding documents by using addenda before the deadline for submission of bids. Any addendum thus issued shall become a part of bidding documents.
6. Bidders shall not be under a declaration of intelligibility for corrupt and fraudulent practices by the Central Government, the State Government or any public undertaking, autonomous body, authority by whatever name called under the Central or the State Government.
7. The Bidder in his own interest is advised to familiarize himself regarding rate of taxes, duties, cess, surcharge etc applicable under this contract.

8. Bids shall remain valid for a period of 3 months after the deadline date for bid submission. A bid valid for a shorter period shall be rejected by the Employer as non-responsive.

9**. Deleted**

10**.** Rate quoted will be F.O.R. at I.T.I. ..... and no additional charges will be applicable.

11**.** Installation and training will be done by the supplier at their own cost.

12. Material will be inspected at the site of supplying agency which will be nominated by the Principal, GITI (Women), Jind

13. **Bid Price**

a) The rates for the item will be as quantity shown in price bid as described above. Corrections, if any, shall be made by crossing out, initialing, dating and re-writing.

b) All duties, taxes and other levies payable on the raw materials and components shall be included in the total price.

c) Sales Tax / VAT shall be include in rates quoted.

d) The rates quoted by the bidder shall be fixed for the duration of the tender and shall not be subject to adjustment on any account.

e) The Prices shall be quoted in Indian National Rupees (INR) only.

14. **Evaluation of Tenders.**

The Purchaser will evaluate and compare the tenders determined to be substantially responsive i.e. which

a) Are properly signed, stamped; and

b) Conform to the terms and conditions, and specifications.

15 **Award of contract**

The Purchaser will award the supply order to the bidder whose rates for item shown in the tender has been determined to be substantially responsive and who has offered the lowest evaluated item price.

15.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any tender and to cancel the bidding process and reject all tenders at any time prior to the award of contract.

15.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the tender validity period.

The terms of the accepted offer shall be incorporated in the purchase order.

16. Payment shall be made immediately after delivery, installation of the goods and successful training mentioned in the bid.

17. Warranty/ guarantee period should be mentioned clearly.

17.1**.** Warranty/ guarantee shall be applicable to the supplied goods, if any item impaired/Dickey during the Warranty/ guarantee period all expenditure cost of maintenance paid by the supplier.

18. Product Demo if required will be done at Govt. I.T.I. (Women), Jind free of cost i.e. no charges will be applicable.

19. All the disputes are subject to Legal Jurisdiction of Jind.

20. The Purchaser reserves the right to accept/reject any/all the tenders without assigning any reason.

Principal, GITI (Women), Jind
(Phone :01681-225590)

Section- 3-(i)

ELIGIBILITY CRITERIA FOR THE BIDDER
TO BE SUBMITTED BY THE BIDDER

Sr. No.	The Bidder	State Yes or No	Particulars
1	Should have experience in working with Govt./Pvt. Educational Institutions / Organizations /Engg. Colleges/Polytechnics/ITI's at least two years for providing such material.(Supporting documents required)		
2	Should Have ISO Certificate		
3	Should have TIN number issued by the competent authority. (Supporting documents required)		
4	Should have PAN number in the name of the firm. (Supporting documents required)		
5	Should have ever been blacklisted for any default in supply by any Govt. agency.		
6	Should have the Total turnover of Rs. 25 Lacs. in last FY year. & attached VAT returns copy (Supporting documents required)		

Signature of Tenderer.

DECLARATION: Certified that:
1. I have read all the terms and conditions mentioned in the Tender Document & agree to abide by all the conditions.
2. The information given above is true & correct to the best of my knowledge & nothing is concealed therein

Signature of Tenderer.