

MIND BLOWERS'S CLUB, DIMAPUR, NAGALAND

(Implementing Agency)

Office: House No. 86, Duncan Bosti, Near AO Baptist Church, Dimapur,
Nagaland-797112

Mobile: +91 98566-19424, **Email:** mindblowersclub@gmail.com

TENDER DOCUMENT

TENDER REFERENCE No.
SFURTI/ MBC-002/MACH/2023-04

**TENDER FOR THE SUPPLY, DELIVERY, ASSEMBLY, INSTALLATION,
COMMISSIONING, TRIAL RUN AND CONDUCTING TRAINING OF
MACHINERIES, EQUIPMENT'S AND ACCESSORIES ALONG WITH
INTERNAL ELECTRIFICATION WORKS ON A LUMP SUM TURNKEY
BASIS FOR A COMMON FACILITY CENTRE (SFURTI PROJECT)**

LOCATION: AOYIMKUM VILLAGE, DIMAPUR, NAGALAND

Date & Time of Release of Tender	30/01/2024 at 09:00AM
Date & Time of Pre-Bid Meeting	06/02/2024 at 11:00AM(Online Mode)
Last Date & Time for Submission of Bid	20/02/2024 at 11:00AM
Date & Time of Opening of Bid (Technical bid only)	20/02/2024 at 12:30PM

Nodal Agency (SFURTI):

IIE-GUWAHATI
E-mail: iiesfurti2@gmail.com

Technical Agency (SFURTI): BHAVISHYA LEARNING INDIA PVT. LTD
E-mail: consulting.bhavishya@gmail.com

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CHAPTER 1: NOTICE INVITING TENDER

<u>NOTICE INVITING TENDER</u>	
Sealed Quotations in two parts containing the technical proposal and financial proposal are invited from registered & bonafide, experienced and resourceful contractors for the following work.	
Tender No. : SFURTI/ MBC-002/MACH/2023-04	
Brief Description of Works	Tender for the supply, delivery, assembly, installation, commissioning, trial run and conducting training of machineries, equipments and accessories along with internal electrification works for a common facility Centre on a lumpsum turnkey basis at NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED, AOYIMKUM VILLAGE, DIMAPUR, NAGALAND.
Estimated Project cost (in Rs.)	The Tender/ document involves supply of machinery & equipments under five units (Please refer annexure 11) (along-with internal electrification works, as necessary) 1. Clay Units 2. Soft Toys + Mobile Transportation unit 3. Jewellery Unit 4. Tools& Accessories 5. General Purpose Equipments Interested Bidders must submit bids for all the above mentioned units in a two bid system containing a main envelope enclosing technical bid and financial bid (in separate envelope inside the main envelope). <u>The overall estimated project cost is Rs. 40,00,000/- (Forty Lacs Only)</u>
Earnest Money Deposit	The EMD @ 2% of the overall estimated cost (as mentioned above) must be submitted in favor of NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED , Payable at Guwahati, Assam. The EMD is to be submitted in the Technical Bid "PART 1"
Cost of Tender Document	Rs. 1500 /-(Non-Refundable). The tender fee amounting Rs.1500/- has to be issued in the form of a Demand Draft in favor of NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED, Payable at Guwahati, Assam along with submission of the bid.
Mode of Payment	Payment during the period of execution of work order will be in the form of NEFT /RTGS / IMPS /Cheque issued from nationalized bank.
Completion Time	45 Days from the date of award of work order.
Address for Submission of Tender	Sealed envelopes containing the tender document can be submitted to President, Mind Blowers Club Address: Duncan Bosti, Near AO Baptist Church, Dimapur, Nagaland-797112

Period of Downloading , Submission and Opening of Tender Box	<ol style="list-style-type: none"> 1. The Tender Document can be downloaded from the website MSME-DI (Dimapur) and IIE-Guwahati i.e . https://dcdi-dimapur.gov.in/, http://iee.gov.in 2. The advertisement of the NIT will also be published in the newspaper on 30/01/2024 3. Period of Submission of Tender will be from 30/01/2024 to 20/02/2024 4. The Tender Document will be opened at the premises of MSME, Development & Facilitation Office (DFO), Dimapur, Nagaland TECHNICAL BID WILL BE OPENED: 20/02/2024 at 12:30PM FINANCIAL BID WILL BE OPENED: To be notified later
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KEY DATES

SL	PARTICLUALRS	DATE	TIME	MODE/VENUE
A	Date of Publishing tender	30/01/2024	09:00AM	Published in Newspaper
B	Date of uploading of NIT & other Documents	30/01/2024	09:00AM	Online in website of MSME-DFO (Dimapur) and IIE-Guwahati https://dcdi-dimapur.gov.in/ and http://iee.gov.in
C	Date, Time and Venue of Pre-Bid Meeting Meeting Link (In online mode) Kindly share your contact details to the IA/TA/NA for attending the Pre-Bid Meeting (3 days prior to the meeting)	06/02/2024	11:00AM	President, Mind Blowers Club Address: Duncan Bosti, Near AO Baptist Church, Dimapur, Nagaland-797112
D	Bid submission starting date	30/01/2024	09:00AM	Sealed Tenders (2 bid system) must be dropped in a sealed tender box (either by hand or via speed post/courier) at the Office of Min Blower's Club, Dimapur
E	Last date of physical submission of Tender	20/02/2024	11:00AM	President, Mind Blowers Club Address: Duncan Bosti, Near AO Baptist Church, Dimapur, Nagaland-797112
F	Last date of submission of Tender by Speed Post/Registered Post/ Courier	20/02/2024	11:00AM	President, Mind Blowers Club Address: Duncan Bosti, Near AO Baptist Church, Dimapur, Nagaland-797112
G	Date and Venue of TECHNICAL BID opening	20/02/2024	12:30PM	The Joint Director, MSME DFO, 6th Mile,Sovima, Dimapur, Nagaland- 797115

H	Date and Venue of FINANCIAL BID opening	To be notified later	To be notified later	The Joint Director, MSME DFO 6th Mile, Sovima, Dimapur, Nagaland- 797115
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PLEASE NOTE:

1. The tender inviting agency will not be responsible for any postal delays. The bidders must self-ensure that the bid documents should reach the mentioned date on or before the last date of submission of tender.
2. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The Mind Blower's Club, Implementing Agency of the said project, reserves the right to accept or reject any or all the tenders.
3. Any addendum/amendments issued by the Tender Inviting authority shall be part of the Tender Document and it shall either be communicated to all the purchasers of the Tender documents through the Website <https://dcdi-dimapur.gov.in/> and <http://iie.gov.in>
4. Bidders / bidders are requested to visit website <https://dcdi-dimapur.gov.in/> and <https://iie.gov.in> regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only

CHAPTER 2: GENERAL INFORMATION TO BIDDERS

1. The Tender form/bidding document is attached in this document and may be used for the tender bidding process. Interested Bidders need to sign & put seal in each & every page of the tender document while submitting the tender document (to be placed inside the main envelope)
2. All documents relating to the tender shall be in English language only.
3. The bidders, who are desirous of participating in the Tender, shall sign on all the statements, documents, certificates, annexure provided in the tender document purchased by him, owning responsibility for their correctness/authenticity.
4. Sealed Envelopes containing the tender documents (Technical & Financial Bid) are to be submitted offline. Bidders / bidders should submit their bids through Speed post/Courier or Hand delivery to any one of the address mentioned below.

President, Mind Blowers Club

Address: Duncan Bosti, Near AO Baptist Church, Dimapur, Nagaland-797112

7. In case, any holiday is declared by the Government on the day of opening the tenders will be opened on the next working day at the same time. The Mind Blower's Club, Implementing Agency of the said project, reserves the right to accept or reject any or all the tenders.
8. Bidders are required to submit Tender Document Fees Rs1,500/- in the form of a Demand Draft issued by a nationalized bank. The Demand Draft is to be in favour of NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED, Payable at Guwahati, Assam. Please note that the tender fees is/are not refundable.
9. Tender Box shall be opened at the premises of The JOINT DIRECTOR, MSME DFO, 6th MILE Sovima, Dimapur, Nagaland, PIN-797115
10. Bidders will be required to come or send their authorized representative to attend the bid opening process at above mentioned office.
11. The Bidders should not be blacklisted by any State/Central government or Private Organization, the bidder should be free from any past litigation, pending court case or criminal proceedings, an undertaking in this regard has to be submitted, failure to submit the undertaking shall cancel the bid.
12. Blacklisted bidders or bidders who have withdrawn previously are not allowed to participate in the tender.
13. The successful bidder has to complete the works within the specified period of time.
14. Each Bidder can submit Tender documents for one /more than one/ all of the five units for the work.
15. Each bidder shall submit technical and financial bid in separate sealed envelope. Both the envelope should be placed in the main envelope. (be it for one/more than one /all of the five units mentioned)

16. The Bidder shall bear all costs associated with the preparation and submission of his Tender and the tender inviting authority will in no case be responsible and liable for those costs.

17. The tender inviting authority will not be responsible and liable for any issues arising out of postal / courier delays.

18. The Bidder shall furnish the following particulars in the formats enclosed, supported by documentary evidence as specified in the formats.

19. Check list to accompany the tender.

20. Even though the Bidders meet the above qualifying criteria, they are liable to be disqualified/ debarred / suspended / blacklisted if they have Furnished false/fabricated particulars in the forms, statements and annexure submitted in proof of the qualification requirements and/or Not turned up for entering into agreement, when called upon.

21. Record of poor progress such as abandoning the work, not properly completing the contract, inordinate delays in completion, litigation history or financial failures etc. and/or even while execution of the work, if found that the work was awarded to the Contractor based on false / fake certificates of experience, the Contractor will be blacklisted and work will be taken over invoking relevant standard rules of GOI.

22. If the rate quoted by a Bidder is found to be either abnormally high or within the permissible ceiling limits prescribed but under collusion or due to unethical practices adopted at the time of tendering process, such tenders shall be rejected.

23. A Bidder submitting a Tender which the tender accepting authority considers excessive and or indicative of insufficient knowledge of current prices or definite attempt of profiteering will render him liable to be debarred permanently from tendering or for such period as the tender accepting authority may decide.

24. Price quoted will be inclusive of freight/ transportation, taxes, charges, duty, transit insurance and set up charges, if any.

25. The contractors are requested to read the detailed specification and quote the rates clearly in the Price bid. Quoting the rates in the Price bid will only be taken up for comparison and shall be final.

26. The estimated cost is inclusive of GST and all statutory compliances by the contractor including insurance of man and machine till the completion of the asset.

27. Conditional or incomplete bids will be summarily rejected.

28. The tender issuing authority may relax the terms and conditions of the tender, based on discussion with the selected contractor, before signing of the agreement.

CHAPTER 3: TERMS & CONDITIONS OF THE BIDDING PROCESS

PREAMBLE

Ministry of MSME, Government of India has formulated “**Scheme of Fund for Regeneration of Traditional Industries (SFURTI)**”, for the development of Village industries and coir industries in order to organize the traditional industries and artisans for their growth and long term sustainability. **Indian Institute of Entrepreneurship, Guwahati (IIE-G)** is the Nodal Agency for the development of clusters under the scheme, undertakes the role of programme fund management, in addition to monitoring and evaluation of project implementation.

The scheme specifies the following institutional arrangement at the operational level:

- a Special Purpose Vehicle (SPV) be formed to develop and manage the cluster.
- an Implementing Agency (IA) is appointed to undertake scheme implementation.
- a Technical Agency (TA) is designated to assist and guide the scheme implementation.

NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED is approved under the scheme., having its registered office at AOYIMKUM VILLAGE DIMAPUR NAGALAND is the Special Purpose Vehicle (SPV) of the Cluster. MIND BLOWRERS’ CLUB, DIMAPUR is the Implementing agency of the cluster and **Bhavishya Learning India Private Limited** is the designated Technical agency for the cluster.

The scheme envisages establishment of upgraded production infrastructure, as the Common Facility Center (CFC), for the manufacturing of designer and utility based bamboo products and stipulates the building construction and machinery procurement for the establishment of CFC and adheres the General Financial Rules (GFR) of Government of India. Accordingly, the tender procedures are being undertaken for the procurement of machineries, equipments and its accessories.

In this context, on behalf of SPV, MIND BLOWRERS’ CLUB, the Implementing Agency (IA) of **the said Cluster**, having administrative office at Duncan Bosti, Near AO Baptist Church, Dimapur, Nagaland-797112 invites sealed tenders from reputed manufacturers / authorized dealers in “Two Bid System” for supply, delivery, assembly, installation, commissioning, trial run and conducting training of machineries, equipments and accessories along with internal electrification works for a common facility Centre at NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED, AOYIMKUM VILLAGE, DIMAPUR, NAGALAND through transparent bidding process.

The tender comprises of a Two Bid System, namely the Technical and Financial Bid. The Tender documents for the technical and financial bid have to be submitted in separate envelopes and **both these envelopes should be enclosed in a main envelope.**

The technical bid shall be opened first and only those bidders who are found eligible, subject to scrutiny of the technical bid documents and eligibility norms, will be selected and their respective financial / price bid quotations will be opened for the final short listing and selection. The selected tenderer is expected to undertake supply, delivery, assembly, installation, commissioning, trial run and conducting training of machineries, equipments and its accessories along with internal electrification works for the Common Facility Center at NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED, AOYIMKUM VILLAGE, DIMAPUR, NAGALAND. The Tender notification has been published on 30/01/2024 fixing the date of opening of tender as 20/02/2024 at 12:30PM (TECHNICAL BID)

SCOPE OF WORK

Tender for the supply, delivery, assembly, installation, commissioning, trial run and conducting training of machineries, equipment's and accessories along with internal electrification works for a common facility centre on a lumpsum turnkey basis at NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED, AOYIMKUM VILLAGE, DIMAPUR, NAGALAND

TECHNICAL ELIGIBILITY OF THE BIDDER

1. In case of (a) Private or Public Limited Companies, copy of Incorporation Certificate issued by the Registrar of Companies, copies of Memorandum & Articles of Association, (b) Partnership Firm, registered partnership deed (c) Proprietorship concern, copy of Udyog AADHAR Registration/ GST Certificate/ PAN Card
2. The bidder must have successfully completed similar nature of works during last three years.
3. The bidder should submit an undertaking with seal and sign mentioning the sole contact of the Nodal Officer, with Contact number, Email address, and Postal address for all communication regarding the tender. [Pl. refer Annexure 9]
4. **Average annual turnover of the bidder during last three years must be at least 40% of the Estimated Cost of the Units (mentioned in Chapter 1, See Notice Inviting Tender table) for which the bidder has expressed his/ her desire to submit the bid documents.** [CA certified copy of annual audit reports for last three Years should be enclosed in Technical Proposal]
5. **The Net Worth of the Bidder should not be negative & also should not have eroded by more than 30% in the last three financial years as on 31/03/2023.**
6. The tenderer should be the manufacturer or authorized dealer of the machinery. The tenderer needs to enclose the Udyog Aadhar Registration, PAN and GST in case of manufacturer and valid dealership certificate from the OEM in case of authorized dealer along with UAM, GST and PAN.

OTHER STATUTORY REQUIREMENT

The Bidder must furnish the following details (attach in annexure 4)

1. I.T Return for last three financial years
2. PAN Card
3. GST Registration No.
4. EPF AND ESIC Registration (If employing more than 20 employees)
5. Performance as prime supplier for execution of similar nature of work for last three years and details of works in hand.
6. OEM / Authorized Dealer Certification.
7. Should submit an undertaking that no criminal case is pending against the bidder.
8. Any bidder against whom FIR/Complaint is lodged with Police shall not be eligible to participate in the bidding process. Contractors blacklisted by any competent authority will not be considered and their bid will be summarily rejected if found blacklisted at any point of time during the selection process or execution.
9. The estimated cost is inclusive of GST and all the statutory compliances by the contractor including insurance of man and material till completion of the asset.
10. The Competent Authority reserves the right to reject all or any tender wholly or partly without assigning any reason whatsoever.

PURCHASE OF THE TENDER DOCUMENT

The tender document shall be downloaded from <https://dcdi-dimapur.gov.in/> and <http://iie.gov.in>

The tender document can also be procured from the office of the Implementing Agency, i.e. Mind Blowers Club Duncan Bosti, Near AO Baptist Church, Dimapur, Nagaland-797112

It is mandatory on the part of the bidders to submit a non-refundable tender document fee of Rs. 1500/- in the form of a demand draft from any nationalized bank in favour of NATIVE PRODUCTS CO-OPERATIVE SOCIETY LTD payable at Guwahati while submitting the tender. Any tender submitted without the tender fee will be summarily rejected and no pleas or requests will be entertained by the tender issuing authority.

PRE BID MEETING

There will be a pre-bid meeting (in online mode) on 06/02/2024 at 11:00AM during which the prospective tenderers can get clarifications about the tender. Not attending of pre-bid meeting is not a disqualification. The Bidders, who wish to attend the Pre-Bid Meeting, must submit their contact details, at least three days prior to the Pre-Bid Meeting, to the IA/TA/NA (via whatsapp or via e-mail).

AMENDMENT OF TENDER DOCUMENT

The Implementing Agency may modify the tender document by issuing an addendum or a corrigendum at any time before the opening of the tender, with the concurrence of the tender committee. Any such addendum or corrigendum will be uploaded on <https://dcdi-dimapur.gov.in/> and <http://iie.gov.in> and the same will be binding on all Applicants or Respondents or Tenderers, as the case may be.

SUBMISSION OF TENDER

- (a) Tenders should be submitted in **two separate sealed envelope enclosed in the main envelope**
- i. Part I: Envelope to contain technical bid and
 - ii. Part II: Envelope to contain financial bid
- (b) Tenderers should ensure submission of all documents pertaining to Part-I and Part II proposals separately as per the Check list given in Annexure.
- (c) Tenderers are requested to place Part I and Part II documents in separate sealed envelopes. Part I envelope to be superscripted as **“Part I – Technical bid”** and Part II envelope to be superscripted as **“Part II – Financial bid”** respectively, mentioning the name and address of the Tenderer in each of the both covers. These two sealed envelope (Part I and Part II) must be placed in a single outer envelope superscripted as **“Tender for the supply, delivery, assembly, installation, commissioning, trial run and conducting training of machineries, equipments and accessories along with internal electrification works for a Common Facility Centre at NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED, AOYIMKUM VILLAGE, DIMAPUR, NAGALAND** and addressed to
- The President, Mind Blowers Club, Duncan Bosti, Near AO Baptist Church, Dimapur, Nagaland-797112** “mentioning the name and address of the Tenderer in the outer envelope”.

Tenders shall be submitted in sealed envelopes and unsealed tenders would summarily be rejected.

EARNEST MONEY DEPOSIT (EMD)

- a. EMD amount @ 2% of the estimated cost for each unit applied should be submitted. (See Notice Inviting Tender Table at Chapter 1 for reference)
- b. The bidder should deposit the requisite earnest money, in the form of 'Bank Draft'/Demand Draft in favour of "NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED", Payable at Guwahati, Assam
- c. The EMD should be should be submitted in Technical Documents (PART-I)
- d. Bids submitted without EMD will be summarily rejected.
- e. The EMD should be valid for 7(seven) calendar months with an additional claim period up to 3(three) months from the date of submission of bid. Tenderer shall not claim any interest on Earnest Money Deposit.
- f. Earnest money will be refunded to the unsuccessful Tenderers after finalization of the tender.

SUBMISSION OF TENDER DOCUMENT

Tenders are to be submitted offline. All the documents uploaded by the Tender Inviting Authority form the tender & should be submitted in accordance with the instructions and conditions. Interested parties are required to submit all the tender documents along with the other documents, as asked for, in the tender within the stipulated date and time as given in the Tender Notice. Tenders are to be submitted in two envelopes - one is **TECHNICAL BID/ PROPOSAL** and the other is **FINANCIAL BID/ PROPOSAL**. The party shall carefully go through the documents and prepare the required documents and submit the documents. The instruction shall form the part of the tender and contract. The tender shall be complete with all documents. The tender received without tender fee shall be summarily rejected.

1. The bidder at his own responsibility, expenses and risk, is encouraged to visit and examine the Site(s) of Project/Work(s) and its/their surroundings and obtain all information (including that on the risks, contingencies and other circumstances which may affect or influence the bid) that may be necessary for preparing the Bid and entering into a contract. No extra charges consequent on any misunderstanding or otherwise shall be allowed.

Tender Envelope	<p>SUBMISSION OF TENDER IN TWO COVER SYSTEM:</p> <p>Tenderers are requested to submit the bid in two parts Part-I and Part-II in a separate sealed cover.</p> <p>The BIDDERS are requested to give detailed tender in two Bids i.e.</p> <p>Part – I: TECHNICAL BID/ PROPOSAL</p> <p>Part – II: FINANCIAL BID/ PROPOSAL</p> <p>Part-I cover to be superscripted as “Part I – TECHNICAL BID/ PROPOSAL” and Part II cover to be superscripted as “Part II – FINANCIAL BID/ PROPOSAL</p> <p>Both the Bids i.e. Technical Bid/ Proposal and Financial Bid/Proposal should be sealed in the Parent/Main Envelope superscripted as</p> <p>“ Tender for the supply, delivery, assembly, installation, commissioning, trial run and conducting training of machineries, equipments and accessories along with internal electrification works for a common facility centre at NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED, AOYIMKUM VILLAGE, DIMAPUR, NAGALAND.”</p>
Address for submission of Bid	President, Mind Blowers Club, Duncan Bosti, Near AO Baptist Church, Dimapur, Nagaland-797112
Date and Time for Publishing of Bid	<p>The Tender Document can be downloaded from the website https://iie.gov.in or https://dcdi-dimapur.gov.in/</p> <p>The advertisement of the NIT will also be published in the newspaper on 30/01/2024 at 09:00 AM</p>
Tender Document Fee/Cost of Tender Document	<p>While submission of the Tender documents, a demand draft from a Nationalized bank amounting to Rs. 1500/- as tender fee should be submitted inside the sealed envelope containing the bid documents.</p> <p>The tender document fee is Non Refundable. Rs. 1500 /-(Non-Refundable). The tender fee amounting Rs.1500/- has to be issued in favour of NATIVE PRODUCTS CO-OPERATIVE SOCIETY LTD, Payable at Guwahati, Assam</p>

VALIDITY OF THE BID DOCUMENT

Financial bid of the tender shall be opened within a stipulated time limit from the date of opening of Part-I (TECHNICAL BID) preferably within **30 (thirty) days**. Bids shall remain valid for a period of **180 (one hundred & eighty) days** from the next day of opening of the tender.

During the above mentioned period any plea by the Bidder for any sort of modification of the tender based upon or arising out of any alleged misunderstanding or misconceptions or mistake or for any reason will not be entertained.

PROCESS TO BE CONFIDENTIAL

After the opening of bids, information relating to the examination, clarification, evaluation and comparison of bids, and recommendations concerning the award of contract shall not be disclosed to bidders or other persons not officially concerned with such process.

Information relating to the examination, clarification, evaluation and comparison of tenders and recommendations for the award of a contract shall not be disclosed to Bidders or any other persons not officially concerned with such process until the award to the successful Bidder has been announced by the tender accepting authority. Any effort by a Bidder to influence the processing of tenders or award decisions may result in the rejection of his tender.

SIGNING OF TENDER

If the tender is made by an individual, it shall be signed and sealed with his full name and his address shall be given. If it is made by a partnership firm, it shall be signed with the co-partnership name by a member of the firm, who shall also sign his own name, and the name and address of each member of the firm shall be given, if the tender is made by a corporation it shall be signed by a duly authorized officer who shall produce with his tender satisfactory evidence of his authorization. Such tendering corporation may be required before the contract is executed, to furnish evidence of its corporate existence. Tenders signed on behalf of G.P.A holder will be rejected.

The tender shall contain no alterations or additions, except those to comply with instructions issued by the tender inviting officer, or as necessary to correct errors made by the Bidder, in which case all such corrections shall be initiated by the person signing the tender.

No alteration which is made by the Bidder in the contract form, the conditions of the contract, the specifications or statements/formats or quantities accompanying the same will be recognized, and, if any such alterations remade the tender will be rejected.

TECHNICAL BID

In preparing the Technical proposal, bidders are expected to examine the documents comprising this tender document in detail. Material deficiencies in providing the information requested may result in rejection of a Proposal. While preparing the Technical proposal, bidders must give particular attention to the following points:

1. If a bidder considers that they do not have all the expertise for the assignment, it may obtain a full range of expertise by associating with other firms as appropriate.
2. The Technical Proposal should provide the following information using the attached Standard Forms, where ever applicable.
3. A brief description of the bidder's organization and an outline of recent experience on assignments of a similar nature. For each assignment, the outline should indicate,

Interlaid, duration of the assignment, contract amount, and bidder's involvement.

4. List of personnel who will be looking after the project execution.

FINANCIAL BID

The Bidder should quote his price offer as per items and quantity in **Annexure-11** of the tender amount based on the bill of quantities (BOQ). He should quote his offer both in words and figures. The price offers shall be written both in figures and words legibly and free from erasures, over writings or corrections of figures. If any corrections were unavoidable should be made by crossing out, and rewriting duly initializing with date.

The bid offer shall be for the whole work.

All statutory duties, taxes, and other levies payable by the authorized registered firms as per State/ Central Government rules, shall be included in the prices quoted by the Bidder.

EVALUATION AND COMPARISON OF BIDS

On examination of documents submitted under different covers, **MSME-DFO (DIMAPUR), IIE-G and Mind Blowers' Club** will evaluate and compare the bid, determined to be substantially responsive at each step.

The Committee will evaluate and compare the price of all the qualified Bidders.

Negotiations at any level are strictly prohibited. However, good gesture rebate, if offered by the lowest Bidder prior to finalization of tenders may be accepted by the tender accepting authority.

Selection of Bidder among the lowest and equally quoted Bidders will be in the following orders: The Bidder whose Technical bid capacity is higher will be selected.

In case the bid capacity is same amongst the bidder, the bidder whose annual turnover is more will be preferred. Even if the criteria incidentally become the same, the turnover on similar works and the clean track record will be considered for selection.

RIGHT TO REJECT BIDS

MSME-DFO (Dimapur), IIE Guwahati and Mind Blowers' club (Implementing Agency), Working Committee reserves the right to accept or reject the bid, wholly or partly, or to split the work in parts and to add/delete any of the items, without assigning any reason whatsoever.

ARBITRATION

In case of any dispute in the tender, including interpretation, if any, on the clauses of the tender or the agreement to be executed, the matter shall be referred by IA / Tenderer to an

Arbitrator to be appointed by the Parties hereto by mutual agreement. If no such Arbitrator could be appointed by mutual consent, the matter may then be referred to the **IIE GUWAHATI (Nodal Agency)** for nominating an Arbitrator, the Arbitration proceedings being governed by the Arbitration and Conciliation (Amendment) Act 2015.

The Arbitrator may with the mutual consent of the parties, extend the time for making the award. The award to be passed by the Arbitrator is enforceable in the court at Guwahati only.

NOTIFICATION OF AWARD AND SIGNING OF AGREEMENT

The Bidder whose Tender has been accepted will be notified of the award of the work prior to expiration of the Tender validity period by an official mail from the Bid inviting organization.

The successful Bidder has to sign an agreement within a period of 15 days from the date of receipt of communication of acceptance of his tender. On failure to do so his tender will be cancelled.

The Scope of work, time of completion, defect liability period and Bank Guarantee will be made in the agreement between contractor and tender issuing authority.

TAXES, DUTIES, INSURANCE AND OTHER LEVIES

1. The contractor shall be solely responsible for the taxes that may be levied on the contractor's persons or on earnings of any office employee.
2. All other duties / levies payable by the bidder shall be included in the bid price and no claim on this behalf will be entertained by **MSME-DFO (DIMAPUR), IIE-G, Mind Blowers' Club, NATIVE PRODUCTS CO-OPERATIVE SOCIETY LTD**
3. The bidder has to mention the GST amount, transportation (if any), contingencies, and other charges and miscellaneous expenses etc. separately in the summary of cost.

PERFORMANCE SECURITY

The contractor should give **Performance Security 3% of the quoted amount**, to the implementing agency, at the time of signing of agreement, to the organization, in the form of a demand draft from a nationalized bank drawn in favour of "NATIVE PRODUCTS CO-OPERATIVE SOCIETY LTD" **payable at Payable at Guwahati, Assam**. The same should be issued from a Scheduled Commercial Bank, as per form specified in GFR 2017.

In case of surrendering of the tender or failure to comply with the terms and conditions of the supply as mentioned in the NIT and supply order document. The Performance security will be forfeited.

CORRUPT AND FRADULENT PRACTICES

Under the SFURTI scheme requires that the bidders / suppliers / contractors observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, define for the purposes of the provision, the terms set forth below are as follows:

“corrupt practices” means the offering, giving, receiving or soliciting of anything of value to influence the action of a Government official in procurement process or in contract execution: and “fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Government and includes collusive practice among Bidders (prior to or after Tender submission) designed to establish intender prices at artificial non-competitive levels and to deprive the Government of the benefits of free and open competition. The Evaluation Committee will reject a proposal for award if it determines that the Bidder recommended for award has engaged incorrupt or fraudulent practices in competing for the contract in question.

SCHEDULE OF SUPPLY

The supply, installation & commissioning and performance test of machineries, equipments and its accessories for the respective packages shall be completed **within 30 days from the date of issue of purchase order**. Delay beyond this period will attract penalty as decided by the tender issuing authority.

The machineries, equipments and its accessories should be delivered and installed at NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED, AOYIMKUM VILLAGE, DIMAPUR, NAGALAND. The list of machineries, equipments and its accessories with quantity is mentioned in **Annexure 11**

If the contract is not completed within the stipulated time or extended time, Tender Committee will hold full authority to cancel the tender or take any such action that will be deemed fit to the occasion at the risk and cost of the successful tenderer. Such cancellation will entail forfeiture of Security Deposit.

In the event of non- performance of the contractual provisions or failure to effect the supply, installation & commissioning and performance test within the stipulated time or during the extended period and if it is found that the supplier, has not fulfilled the contractual obligation with IA in any manner during the currency of the contract or also found on later date, Tender Committee reserves the right to disqualify such supplier to participate in future tenders or black list the firm up to a maximum period of 3 years.

Every step will be taken by the IA/ TA/NA to make infrastructure ready at the scheduled time of dispatch of Machinery, equipment and its accessories. If there is any delay due to any reason on the part of the IA, release of payment will be considered on the basis of delivery schedule given in Purchase Order.

PERFORMANCE TEST

1. The successful tenderer shall demonstrate the performance of the machineries, equipment and its accessories incomplete conformity with the relevant technical specifications and performance parameters as specified in the Purchase Order
2. This demonstration should be done as stipulated by the IA/TA/NA
3. The performance tests should be completed within 30 days from the date of delivery of machineries, equipment's and all accessories. However, the period of supply, installation, commissioning and performance test should not exceed the period stipulated in the schedule of supply.

TRAINING OF STAFF

The successful tenderer should provide training to staffs on the operation and maintenance of the machineries, equipment's and its accessories after completion of the performance test.

The successful tenderer should provide 2 hard copies and soft copies of brochures & operation manuals for the machine, equipment's and its accessories to IA.

CHAPTER 4: PACKAGING, TRANSPORTATION, PAYMENT TERMS AND PENALTY

PACKING, TRANSPORTATION AND INSTALLATION OF THE MACHINES

The successful bidder shall be responsible for packing, transportation; installation and trial run of the machineries and equipment including provision of necessary electrical work, control panel system, starter, switches, power, boards, sockets, electrical accessories, as per requirement etc. and minor civil works for setting up and installation of machinery at the CFC as per the following:

The agency has to pack and transport the machines to the cluster NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED, AOYIMKUM VILLAGE, DIMAPUR, NAGALAND at their own risk including insurance etc. as may be required.

- a. The agency shall install and demonstrate trial run of the machines at the NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED, AOYIMKUM VILLAGE, DIMAPUR, NAGALAND
 - i. **TRAINING:** The bidder should impart suitable training to a group of cluster artisans for operation and maintenance of the machines during installation at the cluster. The bidder has to arrange training for the cluster artisans to run, operate, maintain the machineries including minor maintenance works like greasing, lubrication etc. The bidder has to provide free exposure to the cluster artisans in a similar functioning unit within the State of Nagaland. The logistical expenses for such exposure like food, travel, lodging of the cluster artisans/farmers/operators will be borne by the implementing agency (Mind Blowers' Club)
 - ii. **SPARES:** The agency has to provide consumables and required spare parts having regular wear and tear/as and when required for at least 3 years. The same should be provided without any extra cost. **The Bidder has to provide an undertaking in this regard.** After 3 years the consumable, spare parts may be provided at the market price.
 - iii. **SERVICES:** The agency must be able to provide post sale services as and when required with a separate Fee as per the market rate.
 - iv. **MRLS & MANUALS:** The supplier has to include manufacturer recommended list of spares & cost thereof for 2 years successful running of machine in their quotation. However, the same will not be considered for finalization of order.
 - v. **WARRANTY:** All the equipment/machinery should have 1-year warranty.

PAYMENT TERMS

30% of contract value will be paid as advance on execution of agreement against Bank guarantee. The Tenderer should produce Bank guarantee of 110% of the advance amount, which should be valid for a minimum period of 12 months.

40% of the contract value will be paid, on receipt of the complete set of machinery, equipment and its accessories as per the order in full and in good condition, at the CFC, after acceptance by the Implementing Agency in consultation with the Technical Agency. The delivered equipment should as per final purchase order and in accordance with all the conditions in this tender document. Payments will not be made for individual equipment and will be done only when all the equipment in a group (Mentioned in List of Machinery & Equipment) is successfully delivered at the CFC.

20% of the contract value will be paid on successful completion of performance test and after submission of the test report from an NABL accredited lab wherever applicable.

The balance 10% will be released only after satisfactory completion of the entire contract – which includes satisfactory run of machines at full capacity (commercial run) to the satisfaction of the IA and the experts as designated by the TA and/or NA.

SD will be released on satisfactory completion of performance guarantee period.

(OR)

70% of Contract value will be paid, on receipt of the complete set of machinery, equipment and its accessories as per the order in full and in good condition, at the CFC, after acceptance by the Implementing Agency in consultation with the Technical Agency. The delivered equipment should be as per final purchase order and in accordance with all the conditions in this tender document. Payments will not be made for individual equipment and will be done only when all the equipment in a group (Mentioned in List of Machinery & Equipment) is successfully delivered at the CFC.

20% of the contract value will be paid on successful completion of performance test and after submission of the test report from an NABL accredited lab wherever applicable.

The balance 10% will be released only after satisfactory completion of the entire contract – which includes satisfactory run of machines at full capacity (commercial run) to the satisfaction of the IA and the experts as designated by the TA and/or NA. SD will be released on satisfactory completion of performance guarantee period.

PENALTY

Failure to execute the entire contract within 90 days from the date of issue of work order will attract a penalty of 1% per 15 days (0.5% per week), on the full value of the contract up to a maximum of 10%. Delays beyond that period will be viewed as violation of the contract terms and will be dealt accordingly.

The response time for attending the complaint raised by IA has to be within 48 hours and resolution time for the same has to be within the next 48 hours. Failure to comply with the above timeline will attract a penalty of Rs.1000/- per day.

Any delay on the part of IA should be intimated and sorted out immediately without affecting the progress of works.

PERFORMANCE SECURITY

1. The Successful Bidder should give **Performance Security 3% of the quoted amount**, at the time of acceptance of work-order, to the organization, in the form of a demand draft from a nationalized bank drawn in favor of “NATIVE PRODUCTS CO-OPERATIVE SOCIETY LTD” payable at Payable at Guwahati, Assam. The same should be issued from a Scheduled Commercial Bank, as per form specified in GFR 2017.
2. In case of surrendering of the tender or failure to comply with the terms and conditions of the supply as mentioned in the NIT and supply order document. The Performance security will be forfeited along with the machinery and equipment already supplied by the successful bidder.

IDENTIFYING DEFECT

The representative of Implementing Agency (Mind Blowers’ Club) / Technical Agency (Bhavishya Learning India Pvt Ltd) / Nodal Agency (Indian Institute of Entrepreneurship) will have the right to check the Suppliers work during the process of supply, delivery, installation, commissioning and operationalization to identify any defects/deviations on the technical specification and quality of the various machinery and equipments to identify and notify the supplier of any defects that are found. Such checking shall not affect the Supplier’s responsibilities. The Competent Authority will instruct the supplier to verify the defect and test the machinery/equipment through an independent technical expert until such defects are nullified to ensure smooth functioning of the Plant and Machinery. All such notifications will be sent to the official email id only that has been provided by the interested bidder in the undertaking as a part of technical bid.(Annexure 3)

1. There is no scope for escalation of cost in the tender process till the final delivery, installation, operationalization and commissioning of machinery is complete.
2. The Competent Authority reserves the right to reject all or any tender wholly or partly without assigning any reason whatsoever.

CHAPTER 5: STRUCTURE TO BE FOLLOWED WHILE ENCLOSING CERTIFICATE, DOCUMENTS & ANNEXURE

Sl	Particulars	Content	Where to Enclose
1	ANNEXURE 1	CHECKLIST (SAMPLE ATTACHED)	Main Envelope
2		TENDER DOCUMENT (SEALED AND SIGNED)	Main Envelope
3	ANNEXURE 2	LETTER OF UNDERTAKING	Main Envelope
4	ANNEXURE 3	COMPANY PROFILE ON COMPANY LETTERHEAD	Main Envelope
5		ENCLOSE TENDER FEE DEMAND DRAFT	Main Envelope
6		ENCLOSE EARNEST MONEY DEPOSIT	Main Envelope
7	ANNEXURE 4	ENCLOSE CHECKLIST (SAMPLE ATTACHED)	Technical Bid Envelope “Part-I”
8		ENCLOSE SUPPORTING DOCUMENTS IN THE ORDER MENTIONED IN THE CHECKLIST	Technical Bid Envelope “Part-I”
9	ANNEXURE 5	OEM AUTHORIZATION LETTER ON COMPANY LETTERHEAD	Technical Bid Envelope “Part-I”
10	ANNEXURE 6	DECLARATION FROM SUPPLIER FOR 3 YEARS FREE MAINTAINENCE SUPPORT ON COMPANY LETTERHEAD	Technical Bid Envelope “Part-I”
11	ANNEXURE 7	DECLARATION FOR NO BLACKLISTING	Technical Bid Envelope “Part-I”
12	ANNEXURE 8	DECLARATION FOR NO CBI / VIGILANCE CASE	Technical Bid Envelope “Part-I”
13	ANNEXURE 9	UNDERTAKING FOR COMMUNICATION	Technical Bid Envelope “Part-I”
14	ANNEXURE 10	FINANCIAL BID PROPOSAL DESCRIPTION	Financial Bid Envelope “Part-II”
15	ANNEXURE 11	BILL OF QUANTITIES (BOQ)	Financial Bid Envelope “Part-II”

ANNEXURE1: CHECKLIST

Part of overall bid document

TO BE ENCLOSED IN THE MAIN
ENVELOPE

(Attach Documents in the order mentioned following the checklist)

(Enclose on the letter head of the company)

SI	Type of Document	Please Tick
1	Checklist of the main envelope	YES/NO
2	Letter of Undertaking for the tender	YES/NO
3	Business Profile on the company letterhead	YES/NO
4	Tender Document Fee Demand Draft of Rs. 1500/-	YES/NO
5	Earnest Money Deposit (1% for SC/ST/OBC/MOBC/Unemployed Engineering Graduate)	YES/NO
6	Earnest Money Deposit (2 % for General/Others)	YES/NO
7	Contact Details of the resource person/Nodal person to be contacted	YES/NO
8	Certificate of registration/proof of ownership along with address	YES/NO

NAME

DATE

SIGNATURE

SEAL

**ANNEXURE 2: LETTER OF
UNDERTAKING**

Part of overall bid document

**TO BE ENCLOSED IN THE MAIN
ENVELOPE**

Letter of Undertaking Format

(Enclose on the letter head of the company)

To,

The President,

Mind Blowers Club, Duncan Bosti,

Near AO Baptist Church,

Dimapur, Nagaland-797112

Dated: DD/MM/YYYY

Sub: Tender for the supply, delivery, assembly, installation, commissioning, trial run and conducting training of bamboo machineries, equipments and accessories along with internal electrification works for a common facility centre at NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED, AOYIMKUM VILLAGE, DIMAPUR, NAGALAND at District, Dimapur, Nagaland.

Dear Sir/Madam,

With reference to the tender notification, we hereby submit our technical credibility and financial quotation supply, delivery, assembly, installation, commissioning, trial run and conducting training of machineries, equipment's and accessories along with internal electrification works for a common facility centre at NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED, AOYIMKUM VILLAGE, DIMAPUR, NAGALAND

We agree that the tender document provided are true to our knowledge and sprit and if found incorrect, our application will be cancelled automatically and we are ready to provide the required performance guarantee.

NAME

DATE

SIGNATURE

SEAL

ANNEXURE 3: BUSINESS PROFILE

Part of overall bid document
TO BE ENCLOSED IN THE MAIN ENVELOPE
(Enclose on the company letterhead with seal and sign)

Sl. No	Particulars	To be Filled by the Bidder (Separate Sheet May be Attached if Required)
1	Name of the Bidder	
2	Name of Owner/Director/Partner of the Firm/Company	
3	Registered Address of the Bidder	
4	Address of Branch Office If Any	
5	Address of Head Office	
6	Mobile Number/Contact Number of the Bidder	
7	Email Id of the Bidder	
8	Date and Year of Establishment of Firm	
9	Type of Registration of Business	
10	Chief functionary of the organization with educational qualification	
11	Availability of Manpower (Key Personnel Engaged)	
12	No. of project undertaken in last 3 (years) of similar nature. (Attach experience documents/ work order/ completion certificate from certified CA)	
13	Bidder's Past experience/Completed Projects	
14	No. of Employees in the Firm/Organisation/Company	
15	DIPP Number in case of Start-up Firm	
16	EPF Registration Number	
17	ESIC Establishment Id	
18	GST Number	
19	Import Export Code Registration Number	
20	PAN Number of the Firm	
21	TAN Number	
22	Trade/ Shop License Number and Validity Date	
23	Udyog Aadhaar Number	
24	Factory License Number and Validity Date (if any)	
25	Pollution Certificate and Validity Date (if any)	
26	Professional Tax Registration Number	
27	Turnover in F.Y 2019-20	
28	Turnover in F.Y 2020-21	
29	Turnover in F.Y 2021-22	
30	Website (If Available)	

NAME:

DATE:

SIGNATURE:

SEAL:

ANNEXURE 4: TECHNICAL BID CHECKLIST
PART OF TECHNICAL BID
TO BE ENCLOSED IN THE TECHNICAL BID ENVELOPE (PART-1)
(Enclose Supporting Documents in the order mentioned following the checklist)
(Enclose on the company letterhead)

S. No	Criteria (CHECK LIST)	List of enclosed Supporting documents (Please Tick)	Enclosure No/Page No.	Remarks
1	Tender Document Fee	YES / NO		
2	EMD (2%) or (1%)	YES / NO		
3	EMD Exemption- Relevant Document	YES / NO		
4	Signed Copy of Tender Documents	YES / NO		
5	Certificate of registration/proof of ownership along address	YES / NO		
6	Memorandum of Association & Articles of Association	YES / NO		
7	Partnership Deed	YES / NO		
8	EPF Registration Certificate	YES / NO		
9	ESIC Registration Certificate	YES / NO		
10	GST Certificate	YES / NO		
11	Import Export Code Registration Number	YES / NO		
12	PAN Card Registration	YES / NO		
13	TAN Number	YES / NO		
14	Trade/Shop License Number and Validity Date	YES / NO		
15	UdyogAadhaar Registration Certificate	YES / NO		
16	Factory License Registration Certificate	YES / NO		
17	Labour License Registration Certificate	YES / NO		
18	Pollution Certificate (if any)	YES / NO		
19	Professional Tax Registration Certificate & Payment Receipt	YES / NO		
20	DIPP Number in case of Startup Firm/Registration	YES / NO		
21	Average annual turnover statement duly certified by a Chartered Accountant	YES / NO		
22	Certified Copy of Balance Sheet F.Y 2019-20	YES / NO		
23	Certified Copy of Balance Sheet F.Y 2020-21	YES / NO		
24	Certified Copy of Balance Sheet F.Y. 2021-22	YES / NO		
25	Certified Copy of Profit & Loss statement F.Y 2019-20	YES / NO		
26	Certified Copy of Profit & Loss statement F.Y 2020-21	YES / NO		
27	Certified Copy of Profit & Loss statement F.Y 2021-22	YES / NO		
28	ITR Financial year 2019-20, Assessment Year: 2020-21	YES / NO		
29	ITR Financial year 2020-21, Assessment Year: 2021-22	YES / NO		
30	ITR Financial year 2021-22, Assessment Year: 2022-23 (If Available)	YES / NO		

31	Experience of completing 3 works of similar nature- 3 Order Copies	YES / NO		
32	Experience of completing 3 works of similar nature- 3 Completion Certificates	YES / NO		
33	Present Works in Hand (Any 3) if Any	YES / NO		
34	Certificate that the firm is not supplying the same item at lower rates quoted in the tender to any government institution during the past one year, as per fall clause adhered by DGS/D and other government Organization.	YES / NO		
35	Annexure 7: Undertaking that the firm is not blacklisted by any government/private Organization	YES / NO		
36	Annexure 8: Undertaking that the firm has no pending vigilance/CBI case	YES / NO		
37	Annexure 9: Self Declaration/ Undertaking Regarding Communication	YES / NO		

NAME:

DATE:

SIGNATURE:

SEAL

ANNEXURE 5: OEM AUTHORIZATION LETTER
PART OF TECHNICAL BID
TO BE ENCLOSED IN THE TECHNICAL BID ENVELOPE (PART-1)
(Enclose on the company letterhead)

OEM AUTHORISATION

The President,

Dated: DD/MM/YYYY

Mind Blowers Club, Duncan Bosti,

Near AO Baptist Church,

Dimapur, Nagaland-797112

Sub: OEM Authorization, Direct Manufacturers Authorization for the Installation

Dear Sir/ Madam,

Name of Work: Tender for the supply, delivery, assembly, installation, commissioning, trial run and conducting training of bamboo machineries, equipments and accessories along with internal electrification works for a common facility centre at NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED, AOYIMKUM VILLAGE, DIMAPUR, NAGALAND at District, Dimapur, Nagaland.

We M/san established and reputable manufacturer of professional (Product) having Corporate/Registered office atdo hereby authorize M/s..... as our Distributor / Dealer to submit the above bid no..... dated..... And subsequently negotiate and sign the contract with you for the supply of goods manufactured by us.

We hereby confirm and extend our full guarantee and warranty for 3 years as per standard service procedure for the products offered for supply by the above firm only against the invitation for bids.....dt.....and only duly authorize the said firm to act on our behalf in fulfilling any or all installation, technical support and maintenance obligation as required by the contract.

Also undertake to carry out comprehensive AMC for at least three years after the defect liability period of three year and carry out software up gradation to 3 years after the expiry of Defect Liability Period "free of cost".

NAME:

DATE:

OEM REGISTRATION NUMBER (ENCLOSE COPY):

SIGNATURE:

SEAL

ANNEXURE 6: DECLARATION FOR THREE YEARS FREE MAINTAINNENCE SUPPORT
PART OF TECHNICAL BID
TO BE ENCLOSED IN THE TECHNICAL BID ENVELOPE (PART-1)
(Enclose on the company letterhead)

UNDERTAKING TO PROVIDE 3 YEARS FREE MAINTENANCE SUPPORT

To,
The President,
Mind Blowers Club, Duncan Bosti,

Dated: DD/MM/YYYY

Near AO Baptist Church,
Dimapur, Nagaland-797112

Sub: Undertaking to provide 3 Years of Warranty & 3 Years Free maintenance support for all the machinery at NATIVE PRODUCTS CO-OPERATIVE SOCIETY LTD at AOYIMKUM VILLAGE, DIMAPUR, NAGALAND at District, Dimapur, Nagaland

Sir/Madam,

Hereby I/ we _____ declare that I/ we have the following technical service providers in the district/location _____

We assure to provide 3 Years Warranty and 3 Years Technical Support for the machineries supplied by our firm _____ at NATIVE PRODUCTS CO-OPERATIVE SOCIETY LTD at AOYIMKUM VILLAGE, DIMAPUR, NAGALAND at District, Dimapur, Nagaland

Details are attached herewith

Sl	Name	Full Address	Contact Details	Email Id
1				
2				
3				
4				
5				

NAME:

DATE:

SIGNATURE:

SEAL

ANNEXURE 7:

FORMAT OF SELF-DECLARATION-NO BLACKLISTING

(Enclose in the company letterhead)
Part of technical proposal

To be enclosed in the technical bid envelope

To,
President,
Mind Blowers Club,
Duncan Bosti, Near AO Baptist Church,
Dimapur, Nagaland-797112

Date: DD/MM/YYYY

Dear Sir/Madam

In response to the Tender Document for the supply, delivery, assembly, installation, commissioning, trial run and conducting training of machineries, equipments and accessories along with internal electrification works for a common facility centre at NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED, AOYIMKUM VILLAGE, DIMAPUR, NAGALAND

I/We hereby declare that presently our Company/firm is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central Government/ PSU/Autonomous Body.

We further declare that presently our Company/firm is not blacklisted/ debarred and not declared ineligible for reasons other than corrupt & fraudulent practices by any State/.Central Government /PSU /Autonomous Body on the date of Bid Submission.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Thanking you,

Yours faithfully,

Signature of Authorized Signatory

Seal of the Company/Firm

Place:

Date:

ANNEXURE 8:
FORMAT OF SELF-DECLARATION-NO PENDING VIGILANCE/ CBI CASE
Part of technical proposal

To be enclosed in the technical bid envelope
(Enclose in the company letter head)

To,

Date: DD/MM/YYYY

President,

Mind Blowers Club, Duncan Bosti,

Near AO Baptist Church,

Dimapur, Nagaland-797112

Dear Sir/Madam

In response to the Tender Document for the the supply, delivery, assembly, installation, commissioning, trial run and conducting training of machineries, equipments and accessories along with internal electrification works for a common facility centre at NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED, AOYIMKUM VILLAGE, DIMAPUR, NAGALAND

I/We hereby declare that presently our Company/firm is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central Government/ PSU/Autonomous Body.

We further declare that presently our Company /firm is not having any FIR/ CBI/ Vigilance investigation or is pending in any case whatsoever.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Thanking you,

Yours faithfully,

Signature of Authorized Signatory

Seal of the Company/Firm

Place:

Date:

ANNEXURE 9:
SELF-DECLARATION/ UNDERTAKING REGARDING COMMUNICATION
(On Company Letter Head with seal and Sign)
Part of technical proposal
To be enclosed in the technical bid envelope

To,
President,

Date: DD/MM/YYYY

Mind Blowers Club, Duncan Bosti,
Near AO Baptist Church,
Dimapur, Nagaland-797112

Dear Sir,

Tender for the supply, delivery, assembly, installation, commissioning, trial run and conducting training of bamboo machineries, equipments and accessories along with internal electrification works for a common facility centre at NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED, AOYIMKUM VILLAGE, DIMAPUR, NAGALAND at District, Dimapur, Nagaland.

Name of Bidder	
Registered Address of the Bidder	
Number of Employees in the firm/company etc.	
Full Name of Nodal officer	
Contact Number of Nodal Officer	
Alternate Number	
Official Email Id for all Communication/Correspondence regarding Tender	
Official Postal Address for Correspondence (With Pin Code)	
Official Website (If Available)	
Other Details	

I/We___declare that the above mentioned address is true and correct to the best of my knowledge. I/We____
_____declare that any change in Email Id, Address, and Contact Number etc. will be immediately informed to
the Mind Blowers Club, Duncan Bosti, Near AO Baptist Church, Dimapur, Nagaland-797112

Thanking you,

Yours faithfully,

Signature of Authorized Signatory and Seal of the Company/Firm

Place:

Date

**ANNEXURE 10: FINANCIAL BID
PROPOSAL DESCRIPTION**

(Enclose in Company Letter head with
seal and sign)

Part of Financial Proposal: To be enclosed
in the financial bid envelope

COMPREHENSIVE PRICE BID DESCRIPTION	BASIC AMOUNT	SGST	CGST	IGST	TOTAL PRICE (INCL. TAXES)
MACHINERY SUPPLY					
EQUIPMENTS AND SPARE PARTS SUPPLY					
INTERNAL ELECTRIFICATION WORKS					
TRANSPORT / FREIGHT CHARGES					
INSURANCE					
TECHNICIAN COST FOR TRAINING					
ANY OTHER COST HEAD (PLEASE ADD)					

TOTAL					
--------------	--	--	--	--	--

NAME

DATE

SIGNATURE

SEAL

ANNEXURE 11: BILL OF QUANTITIES (BOQ)
PART OF FINANCIAL PROPOSAL
(TO BE ENCLOSED IN FINANCIAL BID ENVELOPE)
(ENCLOSE IN COMPANY LETTER HEAD WITH SEAL AND SIGN)

BILL OF QUANTITY	
NAME OF WORK: Tender for the supply, delivery, assembly, installation, commissioning, trial run and conducting training of bamboo machineries, equipments and accessories along with internal electrification works on a lumpsum turnkey basis for a common facility centre at NATIVE PRODUCTS COOPERATIVE SOCIETY LIMITED, AOYIMKUM VILLAGE, DIMAPUR, NAGALAND at District, Dimapur, Nagaland.	

Sl. No	Machinery Unit	Description of Machineries	Qty.	Rate (in Rs.)	Amount (in Rs)
1	Clay Unit	Soil Crusher Machine (Production Capacity: 500Kg/ Hour; 3Phase, 340V, Semi-Automatic, MS body)	1		
2	Clay Unit	Dry & Wet Mud Crusher (Production Capacity: 3 Tones'/Hr, 3Phase 10HP, 440V, Semi-Automatic,	1		
3	Clay Unit	Mini Clay Mixer (Semi-Automatic, MS Body Type)	1		
4	Clay Unit	Clay Roller / Conditioning Machine (18"x36" Table top / With Stand, Head Driver, Gear Drive, Slab Thickness adjuster, Max. Slab Thickness: 1", PVC Table Top	1		
5	Clay Unit	Clay Digital Muffle Furnace (220-230V, 3KW, Max. Temp 1200 degrees)	1		
Total Estimated Cost of Clay Units: (Include Packing, Forwarding & Insurance Charges+ GST)					

Sl. No	Machinery Unit	Description of Machinerics	Qty.	Rate (in Rs.)	Amount (in Rs)
1	Soft Toys	Electric Sewing Machine (70W, 220-240V, 750SPM, LED built light)	100		
2	Soft Toys	Foot Operated Sewing Machine (Machine Type Foot Operated Sewing Speed (Stitches Per Minute) 80 SPM Max Stitch Length 5 inch Body Material Cast Iron Item Weight 30 kg Product Dimensions 35.4 x 42.3 x 22.8cm)	100		
3	Soft Toys	Soft Toys Filling / Stuffing Machine (Production Capacity 300~1500 g/min, Automatic, 3.3 kW [Filling Chamber 1.1 kW + Blower 2.2 kW] Blower Packing Dimensions 1275 X 675 X 875 mm, Voltage 380 V)	1		
4	Soft Toys	Crochet Knitting Machine (Item Dimensions 10 x 10 x 10 Millimeters)	100		
5	Transportation Unit	Mini Pick Up Auto/ Van Load Capacity Upto 2000KG, 36HP,30L Fuel Tank, Mileage 22Kmpl, GVW:1670, Petrol Type	1		
6	Soft Toys	Computerized Embroidery & Sewing Machine (Automatic: 220-240V, upto 85W)	10		
Total Estimated Cost of Soft Toys + Transportation Units: (Include Packing, Forwarding & Insurance Charges+ GST)					

Sl. No	Machinery Unit	Description of Machineris	Qty.	Rate (in Rs.)	Amount (in Rs)
1	Jewellery Unit	Electric Gemstone Round Beads Making Machine (220V, 50Hz, MS Body Type, upto 90W)	2		
2	Jewellery Unit	Jewellery Casting Machine (220V, 50Hz, MS Body Type, upto 900W, Max Temp 1100-1200 degrees, with Ceramic Coil included along with melting rod, pliers, gloves pair, eye protector glass one each)	2		
Total Estimated Cost of Jewellery Unit: (Include Packing, Forwarding & Insurance Charges+ GST)					

Sl. No	Machinery Unit	Description of Machineris	Qty.	Rate (in Rs.)	Amount (in Rs)
1	General Purpose Equipments	Industrial Dust Cleaner ; 17*129*157mm;700W;220/240V;15KPA Motor Suction; upto 1Litre dusting capacity Washable HEPA Filters	3		
Total Estimated Cost of General Purpose Equipments: (Include Packing, Forwarding & Insurance Charges+ GST)					

Sl. No	Machinery Unit	Description of Machineris	Qty.	Rate (in Rs.)	Amount (in Rs)
1	Tools & Accessories	Cutter :14'' * 100Tip	30pcs		
		Cutter:5'' * 40Tip	30pcs		
		Square Cutter 100mm	50pcs		
		Stapler 8006/8008/8010/8012	100pkt		
		Scissors	50nos.		
		Slicer Blade	50nos.		
		Screw Driver (Small)	50nos.		

		Hammer	20nos.		
		General Tool Kit Bag for handling of miniscule items	50 kits		
		Tool Kit for handling Jewellery items (DIY Kit with tools, equipments, materials, plastic& metal beads with accessories)	50kits		
		Brush	10nos.		
		Drill Bit Set (Corded Electric Drill 2600RPM; 10mm)	10sets		
		Needle File Set	10sets		
		General Pliers, Pocket Knife, Wrenches, & Penchis Set (Multipurpose Sizes)	10sets		
		Rivet gun (Anti-Slip, 10.5", Various Sizes)	5 Sets		
		C-Clamp 3"	3sets		
		Lobster Claps, Jump rings, Keels, Kundas, Necklace End Lockings, Chhalle Rings, Golden Jump Rings, Head Pins, Eye Pins	50sets		
		Mini Nose & Round Pliers & Cutters			
Total Estimated Cost of Tools & Accessories: (Include Packing, Forwarding & Insurance Charges+ GST)					