



INDIAN INSTITUTE OF MANAGEMENT NAGPUR

VNIT CAMPUS SOUTH AMBAZARI ROAD, NAGPUR-440010

TENDER DOCUMENT

Date:12/01/2018

Indian Institute of Management Nagpur invites bids for the work mentioned below

Supply and installation of Gym & allied sports equipment at IIM Nagpur

Client

Chief Administrative Officer

Indian Institute of Management Nagpur – 440010

Email:procure@iimnagpur.ac.in

Phone no:07127102349/2358

Notice inviting Tender and Schedule of Events
Part - 1 Technical Qualification

Bids are invited from bonafide, experienced & reputed manufacturers/dealers of financial standing for supply of Gym Equipment mentioned in the document:										
Clause No.	Title	Description								
101	Work	Supply of Gym and allied Sports Equipment at Indian Institute of Management Nagpur (hereinafter to be referred to as IIMN).								
102	Reference no.	IIMN/132/2017-18/012 dated 12.01.2018								
103	Details of bidder	Annexure- A is to be filled, duly signed and stamped and submitted along with the tender.								
104	Tender submission cost	Rs.2000 /- by DD in favour of Indian Institute of Management Nagpur payable at Nagpur.								
105	Earnest Money Deposit (EMD)	Rs. 25,000/- (Rupees Forty-Five Thousand Only) by DD in favour of Indian Institute of Management Nagpur payable at Nagpur.								
106	Contract Period	Complete delivery and installation of the goods must be completed within thirty (30) days from the date of issue of Supply order OR date of approval by Engineer in charge (Whichever is later) (Extendable for the reasons beyond contractor's control and upon Engineer's recommendation)								
107	Liquidated Damage	Delivery shall be considered complete when full quantities of all items are in fully functional condition at designated delivery location as per the instructions of the representative of IIMN. For late delivery (LD) the liquidated damage shall be @1% of the contract amount per week delay s.j. to maximum up to 5%. Beyond 5 weeks of delay, order will be deemed cancelled.								
108	Security Deposit (SD)	EMD will be converted into Security Deposit and will be released after completion of Defect Liability Period.								
109	Interest on Security Deposit	No interest will be paid on any deposit								
110	Release of SD	After completion of defect liability period.								
111	Defect Liability Period	12 months from the date of completion of the delivery and installation as certified by IIMN Engineer- in -charge.								
112	Bid Downloading Schedule	Tender documents can be downloaded from IIMN web site www.iimnagpur.ac.in .								
		<table border="1"> <tr> <td>Bid Publishing Date</td> <td>12.01.2018</td> </tr> <tr> <td>Pre bid meeting and site visit</td> <td>19.01.2018</td> </tr> <tr> <td>Bid Submission End Date</td> <td>25.01.2018</td> </tr> <tr> <td>Technical Bid opening Date</td> <td>29.01.2018</td> </tr> </table>	Bid Publishing Date	12.01.2018	Pre bid meeting and site visit	19.01.2018	Bid Submission End Date	25.01.2018	Technical Bid opening Date	29.01.2018
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113	Submission of Bid Documents	Bids shall be submitted in two parts viz. Technical Bid and Price Bid.
114	Opening of Bids	<p>Price Bid of only technically qualified bidders shall be opened at a later date in presence of authorized representatives of bidders & IIMN Officers. Technically qualified bidders shall be intimated by email. The date, time and location of opening the price bid shall be communicated to the eligible bidders through email.</p> <ul style="list-style-type: none"> • The bidders have to submit the price bid only in the price schedule format. Any other format of price bid shall be rejected without any further reference to the bidders. • Do not quote price in the Technical Bid i.e. in Part-I or elsewhere which would lead to bid getting disqualified. • The prices must include all the applicable charges like transport, installation etc. except GST. GST component to be shown separately and will be paid extra, as applicable. • IIMN reserves the right to negotiate the quoted price with the successful bidder.
115	Mandatory Bid Documents	<p>The following documents duly signed and stamped by the tenderer are to be furnished along with Technical Bid as per the tender document:</p> <ol style="list-style-type: none"> 1. Particulars of bidders (Annexure A) 2. Price Bid undertaking (Annexure B) 3. Tender Acceptance Form (Annexure C) 4. Copy of PAN 5. Copy of GSTIN registration 6. Tender Fees (DD) 7. EMD (DD) 8. Technical bid document signed and stamped on each page.
116	Conditional Bids	Conditional bids or Bids based on the process / basic schemes other than mentioned and / or not conforming to the technical specifications / requirements of the Bidding documents will not be considered.

117	Contract Agreement	IF REQUIRED, the successful Bidder has to execute a contract Agreement with IIMN on a non-judicial stamp paper of Rs. 100/- (Rupees One hundred only). The cost of stamp paper shall be borne by successful Bidder. IIMN reserves the right to amend the terms & conditions of contract after Mutual discussions and shall only be in writing.
118	Insurance	The cost of transit insurance for the goods will have to be borne by the bidder.
119	Work and risk cost	IIMN reserves the right to get the whole or part of the work executed by some other agency at the risk and cost of the contractor if it is found that the quality and/or the progress in respect of whole or part of the work is not satisfactory.
120	Indemnity	The bidder / supplier shall indemnify and keep indemnified the Institute against all losses and claims for injuries and or damages to any person or property. The contractor shall abide by and observe all statutory laws and regulations in matters of Labour Law, Factory Act, Explosive Act, Workmen Compensation Act, Sales Tax, Royalty, Excise Duty, Octroi, Works Contract, etc. and shall keep the Institute indemnified against all penalties and liabilities of every kind for breach of any such statute ordinance or law/regulations or Bylaws.
121	Compliance with owners rules and regulations	The bidder shall comply with all norms stipulated by the Owner such as Gate Passes, Checking, Maintenance of Cleanliness, Discipline & Decency at and around the work site, Safety Precautions and Safety Regulations at the time of installation.
122	Arbitration	All disputes regarding quality, specifications and rates shall be tried to be settled mutually by making references to conditions of contract documents or prevailing local practices, etc., but if not settled mutually, shall be referred to arbitration subject to relevant Arbitration and Conciliation Act 1996. and its amendments, modifications to-date. Arbitration cost to be shared equally by the IIMN and the contractor.
123	Authorization	The Bidder shall submit to the IIMN the names and specimen signatures of the persons authorized by him to supervise complete installation of the goods at IIM Nagpur.
124	Safety and Security	Bidder shall abide by the safety code provisions as per safety code framed from time to time by the government at the manufacturing plant and at IIMN site.

125	Prices, Taxes & Duties	The Bidder should quote firm prices/ rates inclusive of all expenditure required to be incurred by him/her for manufacturing and supplying items in the tender document during the contract period as indicated under his contract. No variation on any account unless otherwise specifically mentioned will be allowed. ONLY GST component to be shown separately & will be paid extra as applicable. (The contractor will indemnify IIMN against violation of all statutory liabilities present and future, arising out this contract.)
126	Bid Validity	The bid submitted by bidder shall remain valid for a period of THREE Months from the date of opening of Price Bid. Bidder shall not be entitled during this period to revoke or vary the content of Bid or any term thereof. In such case of making any variation subsequent to submission of bid on their own, the offer shall be treated as "REJECTED."
127	Award of similar type of work on same rates	Upon mutual consent, the client may award repeat order for all or part of the items supplied based on the rates quoted to the supplier, for which the rates may be valid up to ONE year from the date of issue of Supply Order.
128	Rejection of bid(s)	IIMN reserves the right to reject any or all the tenders relating to the work under this Tender Document without assigning any reason whatsoever.
129	Interpretation	The Special conditions of Contract if any will be read in conjecture with all other documents forming part of this document. Notwithstanding the sub-divisions of the documents into these separate sections, every part of each shall be deemed to be supplementary to and complimentary of every part and shall be read with and into the contract.
130	Payment of Bills	Payments will be made by NEFT /RTGS
131	Final Bill	Payment will be made based on the certification of the executive in charge of IIMN on full delivery and installation of goods. Payments will be made within 30 days of submission of bills provided the bills are complete and duly authenticated by the specified Officer(s) of IIMN.
132	Escalation / De-escalation of rates	Prices/Rates quoted will be firm during the entire duration of contract.

133	Force Majeure	If the whole of any part of the performance by the Parties of any part of their respective obligations hereunder is prevented or delayed by causes, circumstances or events beyond the control of the Parties including delays due to floods, fires, accidents, earthquakes, riots, explosions, wars, hostilities, acts of government, custom barriers, or other causes of like character beyond the control of the Parties, then to the extent the Parties shall be prevented or delayed from performing all or any part of its obligations hereunder by reason thereof despite due diligence and reasonable efforts to do so notwithstanding such causes, circumstances or events, the Parties shall be excused from performance hereunder for so long as such causes, circumstances or events shall continue to prevent or delay such performance.
134	Taxes, Labour laws and Other regulations	The Contractor will be exclusively responsible to meet and comply with all legal requirements related to the work.
134.1		The Contractor shall accept and bear full and exclusive liability for the payment of any and all existing taxes of the Central or State Government or of any other authority with respect to the contract or any item sold or supplied pursuant thereto or anything done or service rendered pursuant thereto.
134.2		Any legal matter or issues arise, and all court matters for this contract are subjected to Nagpur courts jurisdictions only.
135		The applicant must submit Annexure-A duly filled, signed and stamped.
135.1	Technical Pre - qualification requirements	Agency to submit the documentary proof in support for the eligibility criteria mentioned below. A simple undertaking by the agency for any of the above points shall not be considered for evaluation.
135.2		The applicant must have excellent reputation in the business of dealership of sports / gym equipment for a minimum period of Five years as on 31.03.2017. Please provide relevant OEM / Authorized dealership certificates.(Please attach company incorporation or relevant documentary evidences).
135.3		The supplier will have to provide Usage and Safety manual after the installation of the equipment at the site.
136	Bid format	The tender shall be submitted in two parts, viz., technical bid and price bid. Envelope 1 - Technical Bid documents - Legible copies of documents mentioned in Clause 135 duly self-attested by bidder to be submitted along with Annexure'A', Annexure'B' and Annexure'C'. Product Literature. Envelope 2 – Price Bid

137	System of Bid Evaluation	Price BID of only bidders who have fulfilled the eligibility criteria and submitted all the relevant documents in support of the bid will only be considered and evaluated for cost.
138	Precedence Clause:	In the case of any ambiguity in interpretation, the decision by IIMN authority on the interpretation of the entire contract terms and conditions will be final and binding to all.
139	Mathematical error	During the opening of price bids the total quoted amount will be declared. However, during calculation verification if there is any error found in total amount, the agency will be called for clarifications. The rates quoted by the agency will be considered firm and hence the amount will be worked out by multiplying the rate with quantity. The rate will not be allowed to be changed in any case. However, decision by IIMN authority on the interpretation of the entire contract terms and conditions will be final and binding to all.

PARTICULARS OF BIDDER

“Tender for Supply of Gym and allied Sports equipment at IIMN” IIMN/132/2017-18/012 dated 12.01.2018

1. Name of the bidder

(a) Trade Name (in Block letters)

(b) Status of the bidder

(Proprietorship/Partnership/LLP/Limited Co.)

(c) Name of Proprietor/Partners/CEO/Directors

2. Postal Address

3. Telephone No.

4. E-mail / Website address (if available)

5. DD No / MSME or NSIC Regn. No.

(a) Tender Fees

(b) EMD

(c) MSME/NSIC Regn. No. (If applicable)

(Enclose self-attested photocopy)

6. Name of the Banker, Branch Name & address

(in Block letters) (for e-payment purpose)

7. PAN (Enclose self-attested photocopy)

9. GST No.

(Enclose self-attested photocopy)

10. Trade License/Business License/CIN (if applicable)

(Enclose self-attested photocopy)

12. Any other Relevant Information

(e.g. No. of Years of Experience in similar line of business)

I/We hereby declare and affirm that I/we have read and understood the terms and conditions of this tender/quotation/NIT as stipulated in the tender notice No IIMN/132/2017-18/012 dated 12.01.2018. Accordingly, I/ we accept the terms and conditions and hereby offer the rates for **“Supply of Gym and allied Sports equipment at IIMN”** as per Price Quotation.

Name of the BIDDER _____

Date _____

Signature _____

Official seal of BIDDER

Annexure - B

PRICE BID UNDERTAKING

From: (Full name and address of the Bidder) _____

To,
IIM Nagpur,
VNIT Campus,
South Ambazari road,
Nagpur-10

Dear Sir/Madam,

- 1.I submit the Price Bid for _____ and related activities as envisaged in the Bid document.
- 2.I have thoroughly examined and understood all the terms and conditions as contained in the Bid document, and agree to abide by them.
- 3.I offer to work at the rates as indicated in the price Bid, inclusive of all applicable taxes except GST component and GST will be paid extra, if applicable.
4. I shall not tamper/modify downloaded price bid template in any manner.

Yours Faithfully,

Annexure - C

TENDER ACCEPTANCE LETTER

(To be given on Company Letter Head)

Date:

To,
IIM Nagpur,
VNIT Campus,
South Ambazari road,
Nagpur-10.

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

Name of Tender / Work: _____

as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organization too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking and there has been no litigation with any Government department on account of this services.

6. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully

(Signature of the Bidder, with Official Seal)