

OFFICE OF THE
CHIEF DISTRICT MEDICAL AND PUBLIC HEALTH OFFICER; JAJPUR

**TENDER CALL NOTICE FOR SUPPLY, INSTALLATION AND COMMISSIONING OF
AIR CONDITIONERS 1.5 TON, Window & Split , 5star & 3star**

Name of the Health Institution: O/O THE CDM&PHO, JAJPUR
(HEALTH & F.W. DEPTT., GOVT. OF ODISHA)
Email: dpmujajpur1@gmail.com
cdsjajpur@gmail.com

Pin Code -755001

Bid Reference No.– 371/dt. 21.05.2018

DATE OF PUBLICATION OF
THE BID DOCUMENT IN WEBSITE : 21.05.2018

LAST DATE & TIME OF RECEIPT OF BID
DOCUMENTS :06.06.2018 at 01PM

DATE & TIME OF OPENING OF TENDER : 07.06.2018 at10AM

PLACE OF OPENING OF BID DOCUMENTS :**Office Chamber of**
PRE-BID CONFERENCE **CDM&PHO, Jajpur.**
AND

ADDRESS FOR COMMUNICATION :O/o the Chief District Medical
and Public Health Officer,
jajpur

RECEIPT OF BID DOCUMENTS

Ban
21.5.18

TERMS AND CONDITIONS:-

- 1.1 Sealed tenders will be received by Dated. 06.06.2018 **up to 1.00 P.M.** by the CDM&PHO, Jajpur for the purchase Supply, installation and commissioning of **Air conditioner 1.5 ton , window & split , 5 star & 3 star.** Any tender received after the due date & time will be rejected / returned to the sender unopened.
- 1.2 The bidder(s) are to submit their tender in separate sealed covered envelops for technical bid and commercial bid by super scribing Cover "A" (Technical Bid) & Cover "B" (Price Bid) and both the covers should be put into a third Cover, which should be super scribed as "Tender for supply of Air Conditioner 1.5 ton , window & split , 5 star and 3 star"
- 1.3 The Sealed tenders "Cover A" (Technical Bid) submitted by the tenderers will be opened in the Office Chamber of the **CDM & PHO, Jajpur** on date 07.06.2018 **at 10 AM.** The tenderers or their duly authorized representatives are allowed to be present during the opening of the tenders if they so like.
- 1.4 No tender documents can be accepted after the expiry of scheduled date and time for receipt of bids.
- 1.5 The scope of work shall include Supply, Installation & commissioning. This will also include delivery & installing at site. The successful bidder will assume full responsibility of the complete system until final acceptance.
- 1.6 Rate should be quoted in Indian Currency, both in words and figures against each item as the payments will be made in Indian currencies only . The tendered shall not quote the rate for any item other than the item specified in the list
- 1.7 The Tax will be charged as per the guidelines given by the Finance Dept., Govt. of Odisha from time to time. Only GST will be paid to the supplier.

A. Price:

1. The price quoted for the above items should be inclusive of packing ,transportation , insurance, free installation,Truncky and exclusive of GST and other tax(if any) only. The price should be quoted in price format (Annexure-2) indicating the basic price and other incidental & trunkey charges separately. In case of discrepancies between figures and words, words shall be taken in to consideration.
2. Purchaser shall only ensure the place of installation, availability of external power supply.

Specifications:-

1. The quoted product should be recent one and as per the specification enclosed at Annexure -I. (Required catalogue on the product description should be attached with the tender).

ELIGIBILITY CRITERIA

Manufacturing units / Importers are eligible to participate in the tender provided, they have:

- (i) Valid manufacturing license for manufacturer.
- (ii) Valid ISO 9001 certificate of manufacturer.
- (iii) Product should have safety standards as per regulatory authority (necessary documents should be attached).
- (iv) Proof of Average annual turnover of the manufacturing firm of Rs.1 Crore or more in last three (3) financial years in India.
- (v) Manufacturing unit who has been blacklisted either by the Tender inviting authority or by any state Govt. or Central Govt. organization is not eligible to participate in the tender for that item during the period of blacklisting.

Authorised distributors are eligible to participate in the tender provided:

- (vi) They have to submit manufacturer's authorization and power of attorney to transact business on behalf of the manufacturer. The authorized distributor may raise bill, if specially authorised by the manufacturer.
- (vii) The authorised distributor will submit all the documents in support of eligibility of the manufacturer as mentioned in along with the tender.
- (viii) Authorised distributor should be submit proof of average annual turnover of Rs 50 lakhs. Or more in last three financial year.

B. Following documents should be submitted with the Technical Bid(COVER-A):-

1. Tender cost of Rs.1000/-
2. Earnest Money Deposit (EMD) of Rs.20,000/-
3. Manufacturer's authorization (in case of authorized dealer)
4. TAX clearance certificate upto 31.03.2017 (wherever applicable).
5. GST registration Certificate of bidders
6. Valid ISO 9001 certificate
7. Proof of safety standards of the product.
8. Valid manufacturing Licence
9. Photo copy of PAN of the bidding firm
10. Annual Average Turnover of Rs. 1 Crore or more (Manufacturer) in the last 3 financial years (Annexure-5).
11. Annual Average Turnover of Rs. 50 lakhs or more (Authorised Distributer) in the last 3 financial years .
11. Details name, address, telephone no., Fax, e-mail of the manufacturer / authorized distributor / service centre / contract person / office in Orissa. (Annexure 7)
12. Declaration as per format Annexure-4.

C. COVER – B (PRICE BID)

1. The tender format giving the quoted rate for A.C 1.5 ton 5 star/3star should be sent in a separate sealed cover hereafter called **Cover "B" (Price Bid)**. **Cover –B (Price Bid) will be opened only of the tenderers who qualify in Technical Bid (Cover – A) and product is as per tender specification.**
2. The tender format (Price Schedule) in duplicate in the prescribed form (as per **Annexure – 2**), both hard copy and soft copy must be submitted in Cover-B. The price of the item should be quoted inclusive of insurance,

packing, forwarding, freight (door delivery), installation, warranty but exclusive of GST and other tax(if any) and the turnkey job in a separate column. The rate should be quoted for each item both in figures and words. **In case of difference in words and figures, words will be taken into consideration for evaluation.**

3. The Cover "B" will be opened of successful bidders in the Office Chamber of the CDM&PHO, Jajpur in the presence of the tenderer or their authorized Representatives which will be intimated latter.

D. Earnest Money Deposit & Tender processing fee

1. **The Bidders have to download the Tender Documents directly from the website available at <http://jajpur.nic.in>.**

The Tender processing fee of Rs.1000/- (Non-refundable) by Demand Draft drawn in favour of **CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER JAJPUR**, payable at Jajpur should be enclosed along-with the Bid. In case of any bid amendment and clarification, responsibility lies with the bidders to collect the same from the website or the office notice board before last date of purchase of the tender document and the Director shall have no responsibility for any delay / omission on part of the bidder

2. The tender should be accompanied with Earnest Money Deposit (EMD) amounting Rs.20,000/- in shape of Bank Draft from any Nationalized/ Scheduled Bank in favour of **CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER JAJPUR**, payable at Jajpur falling which tender will be rejected.
3. The EMD of the unsuccessful bidders will be returned after finalization of tender & in case of successful tenderer; the EMD will be returned after submission of performance security. EMD of successful tenderer/s will be forfeited, if he/they does/do not accept the purchase order.

- E.** The selected firm has to complete the Supply, installation and commissioning within 30 days of issue of purchase order. If the firm fails to supply and install the item/s in time or supplies are not upto standard, appropriate action like forfeiting the EMD, imposing Liquidated Damage penalty @ 0.5% per week etc. will be initiated.

F. Performance Security:

1. 10% of the purchase order value will be submitted by the firm towards performance security within 10 days of receipt of purchase order in shape of Bank Guarantee (Prescribed format in Annexure-3).
2. The performance deposit will be refunded to the firm after the warranty period and shall be released by the purchaser after fulfilment of all warranty obligations by the bidder.

G. Rejection of the tender:

The tender paper will be rejected, if any of the following documents are wanting /not found with the tender bid:

- (i) Tender processing fees
- (ii) Earnest Money Deposit (EMD)

- (iii) Manufacturing license of the manufacturer / Import License.
- (iv) ISO certificate.
- (v) Safety standard certificate
- (vi) Manufacturing authorization in case of distributor/importer.
- (vii) Annual Average Turnover of Rs.1 Crore or more (Manufacturer) in the last 3 financial years.
- (viii) Annual Average Turnover of Rs.50 lakhs or more (Authorised distributor) in the last 3 financial years
- (ix) Price bid / quoted rate without signature and seal.

H. EVALUATION:

1. The price bid (Cover-B) will be opened only for the bidders qualified in the technical evaluation.
2. The cost of A.C (inclusion of the transportation, packing & forwarding & onsite warranty + cost of the Turnkey job (i.e. installation, cabling, electrical fittings, civil works etc,) but excluding GST will be evaluated.

I. Delivery and Installation:

1. Delivery and installation at the destination point of each item should be completed within 30 days from the date of issue of purchase order falling which liquidated damage @ 0.5% per week shall be deducted from final payment, for each week of delay beyond the delivery period up to maximum of 2%.

J. Warranty:

1. All the items should be covered under 2 year **onsite comprehensive warranty** from the date of installation & commissioning.
2. The **compressor** of the AC must be covered under **5(five) years warranty**.
3. The approved supplier has to submit an undertaking in non-judicial paper attested by Notary Public for comprehensive warranty on the entire system and 5 years Comprehensive warranty for the Compressors.

K. Payment:

100 % payment shall be made after submission of stock entry certificate(s) duly certified by the concerned officer/installation & demonstration certificate/s and warranty certificate.

L. General Conditions:

1. In the event of the date being declared as a holiday for the purchaser's office, the due date submission of bids and opening of bids will be the following working date & time.
2. The tenders received by the date and time will be opened as per the scheduled date and time in presence of the tenderer or their authorized representatives.
3. The quantity mentioned may increase /decrease depend on the requirement.
4. All legal disputes relating to the purchase etc. are subject to the jurisdiction of court of law at Jajpur.
5. The authority reserves the right to accept /reject all the bids or any part thereof without assigning any reason thereof.

Chief District Medical and Public Health Officer, Jajpur

TECHNICAL SPECIFICATION

TYPE	MAJOR SPECIFICATION
<u>Type 1:</u> 1.5 Ton Window AC	<ul style="list-style-type: none">• 3 Star• Copper Condenser• Auto restart, Sleep and Turbo mode• Minimum 5 Years warranty on Compressor
<u>Type 2:</u> 1.5 Ton Window AC	<ul style="list-style-type: none">• 5 Star• Copper Condenser• Auto restart, Sleep and Turbo mode• Minimum 5 Years warranty on Compressor
<u>Type 3:</u> 1.5 Ton Split AC	<ul style="list-style-type: none">• 3 Star• Copper Condenser• Auto restart, Sleep mode• Minimum 10 Years warranty on Compressor
<u>Type 4:</u> 1.5 Ton Split AC	<ul style="list-style-type: none">• 5 Star• Copper Condenser• Auto restart, Sleep mode• Minimum 10 Years warranty on Compressor

ANNEXURE-2**Price Schedule**

Sl. No.	Name of the item	Price of A.C which includes packing, insurance forwarding / transportation & onsite comprehensive warranty excluding GST	Turnkey Job Civil works, Electrical wiring, accessories & fancy for installation & commissioning including all taxes	Total Cost in Rs	GST	Remarks
1	2	3	4	5	6	7
1	1.5 Ton Window AC (3star)					
2	1.5 Ton Window AC (5star)					
3	1.5 Ton Split AC (3star)					
4	1.5 Ton Split AC (5star)					

ANNEXURE-3

Performance Security Bank Guarantee Format

----- [Bank's Name and Address of
issuing branch of Office]

Beneficiary:[Name and Address of the
Purchaser] Performance Guarantee No.....

We have been informed that [Name of the supplier] (hereinafter called "The Supplier" has
entered into Contract No. [Reference No. of the Contract]) dated..... with you, for the
supply of [description of items].

Furthermore, we understand that according to the conditions of the contract, a performance
guarantee is required.

At the request of the supplier, we [name of the bank] hereby irrevocably undertake to pay you any sum
or sums not exceeding in total amount of [amount in figures]..... [amount in
words]..... Upon received by us of your first demand in writing accompanied by
a written statement stating that the supplier is in breach of its obligation(s) under the contract, without
your needing to prove or to show grounds for your demands or the sum specified therein.

This guarantee shall expire no later than the day of and any demand for
payment under it must be received by us at this office on or before that date.

[(Signatures (s))]

DECLARATION FORM

I / Wehaving my / our
.....office at.....do declare that I /
We have carefully read all the terms & conditions of tender of the _____, Orissa for the
supply of A.C 1.5 ton. The approved rate will remain valid for a period of one year from the date of
approval. I will abide with all the terms & conditions set forth in the tender paper Reference no.

**I/We do hereby declare I/We have not been de-recognised / black listed by any State
Govt. / Union Territory / Govt. of India / Govt. organisation / Govt. Health Institutions for supply
of Not of Standard Quality(NSQ) items / part-supply / non-supply.**

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit and or
Security Deposit and blacklist me/us for a period of 5 years if, any information furnished by us proved to
be false at the time of inspection / verification and not complying with the Tender terms & conditions.

I / We further declare that I / We possess valid manufacturing license / authorised distributor
bearing No.Valid upto I / We
do hereby declare that I / we will supply the _____ as per the terms, conditions
& specifications of the tender document. I / we further declare that I / we have a service centre / will
establish a service centre within one month of installation of the equipment in Orissa.

Signature of the bidder :

Date :

Name & Address of the Firm:

Affidavit before Executive Magistrate / Notary Public.

ANNUAL TURN OVER STATEMENT

The Annual Turnover of

M/s _____ who is a

Manufacturir/distributor unit for the last three years are given below and certified that the statement is true

and correct.

Sl.No.	Year	Turnover in Lakhs / Crores (Rs)
1.	2014 - 2015	-
2.	2015 - 2016	-
3.	2016 – 2017	-

Date:

Place:

(Name in Capital)

Signature of Auditor/
Chartered Accountant

Registration No.

Seal

NB: This certificate should be supported by figures in balance sheet/PI account of Income Tax Return.

MANUFACTURER'S AUTHORISATION FORMAT

To

The Chief District Medical and Public Health Officer
Jajpur

Ref: Tender No. _____ Dated _____ for _____.

Dear Sir,

We _____ who are
established and reputed manufacturer's of _____ (name and
description of items offered) having factories at _____ (Address of Factory) do
hereby authorize M/s _____ (Name and address of Distributor
/ Agent) to submit a bid and sign the contract with you against the above referred tender.

We also extend our full guarantee for the items quoted by M/s _____
_____ as per the terms and conditions in your tender
under reference above.

Yours faithfully,

Name of the Manufacturer
(Signature with seal)

Note: This letter of authority should be on the letter head of the manufacturer and should be signed by a person competent and having the power of attorney to bind the manufacturer. It should be included in the bid submitted by the tenderer if the tenderer is not the manufacturer.

ANNEXURE – 7

DETAILS OF THE TENDERER & LOCAL CONTACT PERSON/ SERVICE CENTRE

	Corporate Office (The address in which the purchase orders and payment details will be communicated)	Address of Local Contact Person / Branch Office / Zonal Office /
Name & Full Address		
Telephone Nos., landline		
Mobile		
Fax		
E – Mail		
Name of the issuing authority		
Import License (in case of Importer only)		
GST Registration	(Furnish photocopy of VAT)	
PAN	(Furnish photocopy of VAT)	

Signature of the Tenderer:

With seal

Date:

Official Seal:

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