



DISTRICT MINERAL FOUNDATION, JAJPUR

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No.: DMF/ 371 /

Date: 07/07/23

TENDER CALL NOTICE

Sealed tenders are invited from manufacturer/registered firms/individuals for supply of 486 Nos. of Weighing Scales for measurement of human body weight for AWCs in different location of Sukinda and Danagadi block of Jajpur district under District Mineral Foundation (DMF), Jajpur. The detailed specifications and terms & conditions for supply of which are available in the tender papers. The tender documents shall be sent to the address “DMF Cell, 1st Floor, Collectorate, Jajpur Town, Jajpur-755001” on or before Dt.26-07-2023 up to 5.00 PM through India post (Speed post/Registered post) only and will be opened at DMF Cell, Jajpur on Dt.27-07-2023 at 11.00 AM. Tender received after the scheduled date and time will not be considered.

The detailed specifications and terms & conditions for supply of Weighing Scales are also available on the district website www.jajpur.nic.in on or after Dt.11-07-2023.

The authority reserves the right to cancel the bids at any stage of the tender process without assigning any reason thereof.

Collector & Managing Trustee
DMF, Jajpur

DETAILED PARTICULARS AND INSTRUCTIONS ON TENDER

Sealed tenders are invited from manufacturer/registered firms/individuals for supply of 486 Nos. of Weighing Scales for measurement of human body weight for AWCs in different location of Sukinda and Danagadi block of Jajpur district under District Mineral Foundation (DMF), Jajpur

1. Scheduled Tender Activity:

<i>Sl. No.</i>	<i>Activity</i>	<i>Date</i>
01	Due date for publication of tender	11-07-2023
02	Last Date for submission of Tender Document	26-07-2023 (5:00 PM)
03	Tender Opening Date	27-07-2023 (11:00 PM)

2. Eligibility Criteria for Bidders:

Those who fulfil the following criteria are eligible to participate in the tender.

- 2.1 The bidder must be a reputed original equipment **manufacturer or dealers** of reputed manufacturers,
- 2.2 The minimum **average annual financial turnover** of the bidder of the offered product must be Rs. 1.00 Crore during the last three years, ending on 31st March of the previous financial year. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods and a certificate from a Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be submitted with the bid.
- 2.3 The Bidder should have regularly manufactured and/or **supplied same or similar category** Products to any Central / State Govt Organization / PSU / Public Listed Company in two years before the bid opening date. Copies of relevant contracts/work orders to be submitted along with bid in support of having supplied some quantity during each of the year.
- 2.4 In addition to above the bidder must submit the following documents (self-attested) along with the Bid:
 - a) Copy of PAN of the bidder,
 - b) Copy of GST certificate (3 pages) of the bidder,
 - c) Latest GST Clearance certificate in GSTR-3B of the bidder,
 - d) ITR of the bidder for last three financial years,
 - e) Audited Balance sheet of the bidder for last three financial years,
 - f) Contact details of Service Center near consignee destination,
 - g) Copy of this tender paper duly stamped and signed on all pages by the bidder,
 - h) **Bid Security & Cost of Tender Paper**

3. Submission of the tender document:

The bidders shall submit their tender paper in the format given in this tender paper and in the following manner.

- a. Technical Bid – in first envelop [Signed Tender Paper, copy of documents as mentioned in the above point No.2 including Bid Security & Cost of Tender Paper]
- b. Price/Financial Bid – in second envelope.
- c. The Technical Bid and Price Bid should be covered in separate sealed envelopes superscribing “Technical Bid” and “Price Bid” respectively.
- d. Please Note that Prices shall not be indicated in the Technical Bid and shall only be indicated in the Price Bid.
- e. The two envelopes containing copies of Technical Bid and Price Bid shall be kept in another big sized single sealed envelope clearly superscripting as “Submission of Tender document for supply of Weighing Scales for measurement of human body weight for AWCs in different location of Sukinda and Danagadi block of Jajpur district under DMF, Jajpur”.
- f. Tender document to be sent to the address “**DMF Cell, 1st Floor, Collectorate, Jajpur Town, Jajpur-755001**” on or before **Dt.26-07-2023 up to 5.00 PM through India post (Speed post/Registered post) only (No hand delivery or courier is acceptable).**
- g. The tender will be opened on **Dt.27-07-2023 at 11.00 AM at DMF Cell, Jajpur,**
- h. The outer envelope thus prepared shall also indicate clearly the name, address, telephone number, e-mail ID and contact number of the bidder.
- i. All the pages of the tender paper must be sequentially numbered signed and must contain the list of contents with page number. Any deficiency in the documentation may result in the rejection of bid.
- j. The original bid shall be prepared in indelible ink. It shall contain no interlineations or overwriting, except as necessary to correct errors made by the bidder itself. Any such corrections must be initialed by the person (or persons) who sign(s) the tender paper.
- k. All pages of the bid shall be initialed and stamped by the person or persons who sign the bid.
- l. Tender papers those are received late and incomplete will not be considered.

4. Evaluation of Bid:

- The client/buyer will evaluate and compare the tender determined to be substantially responsive i.e., which is properly signed and sealed, in conformity with the terms and conditions, and specifications mentioned in the tender notice and submitted as per the prescribed format.

- **The tender will be evaluated for all the items together on the basis of documents asked for and the price bid will only be opened for those who qualify in the technical bid.**
- Least Cost Based Selection (LCS) method will be followed during the overall selection process. The financial bids of qualified bidders will be opened on the prescribed date in the presence of bidders/bidders' representatives. The bidder, according to the evaluation criteria shall be adjudged as the L1 bidder and shall be called for further process leading to the award of the contract.

5. Validity of Tender:

Tender shall remain valid for a period not less than **60 (sixty) days** from the last date specified for submission of the tender. Notwithstanding anything contained above, the authority reserves the right to accept or reject any tenders or to cancel the bidding process or reject all tenders at any time prior to issue of work order.

6. General Instructions:

- a. The tenders will be opened in presence of the bidders or their authorized representatives. Authorized representatives of the bidder will be required to produce/their authorization before opening of the bid, failing which they will not be allowed to be present.
- b. Submission of more than one bid by a particular bidder under different names is strictly prohibited. In case it is discovered later on that, this condition is violated, all the tenders submitted by such bidder/s would be rejected or contract cancelled and earnest money deposited will be forfeited.
- c. All offers should be typed or printed clearly in English and the price quoted for each item should be firm.
- d. Warranty period, Delivery period and After-Sale-Service conditions, etc. are also to be clearly indicated.
- e. The rates and the conditions of the offer will remain valid for two months from the date of opening of the tender and no change or alteration of the rate will be acceptable on any account.
- f. Submitted tender forms with overwriting or erased or illegible specifications and rates will be rejected.
- g. Request from bidder in respect of additions, alterations, modifications, corrections, etc. of either terms & conditions or rate after opening of the bid may not be considered. However, negotiation may be made before finalization.

- h. Bidders shall carefully examine the bid documents and fully inform themselves of all the conditions, which may in any way affect the work of the cost thereof.
- i. Should a bidder find discrepancies or omissions from the specification or other documents and any doubt as to their meaning, the bidder should at once notify the purchaser and obtain clarification in writing.
- j. Verbal clarification and/or information given by the purchaser or its employees or representatives shall not be binding on the purchaser.
- k. Submission of sealed bid will carry with the implication that the bidder agrees to abide by the conditions laid down in the detailed particulars of the bid notice.
- l. Conditional offers and offers qualified by vague and indefinite expression, such as 'subject to immediate acceptance', 'subject to prior sale', etc. will not be considered.
- m. While tenders are under consideration, bidders and their representatives or other interested parties are advised to refrain from contacting by any means, to the purchaser's personnel or representatives on matter relating to the tenders under study.
- n. The purchaser, if necessary, will obtain clarification on tenders by requesting such information from any or all the bidders either in writing or through personal contact as may be necessary.
- o. The quantity mentioned against each item is approximate but it may change during finalization.
- p. The bid will be considered on turnkey basis i.e., cost of all items, installations and testing together and fulfilling the technical specifications mentioned in this tender. The bid will not be considered on individual item basis.
- q. The bidder will not be permitted to change the substance of his offer after the tenders have been opened.
- r. In the event of non-compliance with this provision, the bidder is liable to be disqualified.

7. Requirements by Bidder before Supply:

7.1 Rating Plate, Name Plate and Labels:

Each of the weighing balance is to have permanently displayed to it, the name of the manufacturer etc.

7.2 Packaging:

The equipment is to be suitably protected, covered in water-proof packing and crated to prevent damage or deterioration during transit and storage till the time of supply/installation. The supplier shall be responsible for any loss or damage caused during transportation, handling or storage till their successful delivery.

7.3 Quality and Inspection:

The instruments supplied shall be rugged and should operate without any deviation in quality, or degradation of standard. The instruments shall be inspected and tested for completeness, proper assembly, operation, cleanliness and state of physical condition and performance as per quoted specification.

The test shall be conducted and reported by the bidder. The bidder shall provide all tests and measuring of the instruments required for inspection/testing.

DMF, Jajpur reserves the right to reject any instrument if these do not comply with the specifications during site testing, installation and commissioning stage.

8. Requirements by Bidder after Supply:

8.1 Supply of Goods:

The instruments would be delivered by the supplier at the desired locations in Danagadi and Sukinda Blocks of Jajpur District at his own cost as per requirements.

Any increase in tax and duties after expiry of delivery period will be to the seller's account.

In case the items supplied by the supplier are found not up to the specification shall be rejected. The supplier will be intimated to take back the stocks at his own cost within three days from the date of rejection and to replace the same within 7 days.

8.2 Warranty:

Warranty period of the supplied products shall be one year from the date of final acceptance of goods or after delivery of goods, at consignee locations. Original Equipment Manufacturer's warranty certificates must be submitted by Successful Bidder at the time of delivery of Goods. The seller should guarantee the rectification of goods in case of any break down during the guarantee period. Seller should have maintenance Service group in INDIA for attending the after sales service.

Details of Service Centers near consignee destinations are to be submitted along with the bid.

8.3 Documentation:

Detailed technical manuals, handbooks, warranty card and any other certifications mentioned in the technical specifications shall be supplied along with the consignment.

Supplied manuals/handbooks must cover detailed technical specifications and installation, operation, maintenance and System Safety procedures.

9. Financial Terms:

9.1 Bid Security & Cost of Tender Paper:

- The bidder shall furnish bid security of **Rs.10,000/- (Rupees Ten Thousand only)** in the shape of Demand Draft/ Pay Order drawn from any nationalized Bank in favour of “**Collector & Managing Trustee, DMF, Jajpur**” payable at payable at “**Jajpur Town**”.
- The bidder has also to submit cost of tender paper of **Rs.1,000/- (Rupees one thousand only)** in the shape of Demand Draft/ Pay Order drawn from any nationalized Bank in favour of “**Collector & Managing Trustee, DMF, Jajpur**” payable at “**Jajpur Town**”.
- Any such bid not secured with the appropriate sum of bid security will be rejected.
- The bid security received from any unsuccessful bidders shall be refunded within reasonable time period after completion of the bidding process.
- There will be no interest paid to the bidder towards EMD money. No request for adjustment of claims, if any, will be accepted.
- The above bid security will be forfeited, if the bidder:
 - (i) Withdraws its bid during the period of bid validity or
 - (ii) Fails to perform the contractual obligations as per the work order
- The date of bank draft should be after the date of tender publication

9.2 Price:

Price quoted should be for **Jajpur only**, which should be valid for at least two months. No increase of price will be considered if the purchase order is issued within this time limit. Price should be quoted for unit item; however, the actual requirements may be much more. The tentative numbers of items required are given which may vary (increase/decrease) after words as per requirement. (A bidder may propose to give discounts if any for purchase quantity in lot of a particular item).

9.3 Payments:

Payment of 100 percent of the ordered value will be made after successful supply, subject to submission of satisfactory report by our Person-in-Charge.

9.4 Penalty:

If the delivery is not carried out in time as specified in other part of the tender document, the bidder/manufacturer will be charged @ 1% (one per cent) per week of the total value of the concerned instruments

10. Technical Specifications:

The technical specifications of the requisite item are as follows:

<i>Sl No.</i>	<i>Details of consignment</i>	<i>Quantity Required</i>	<i>Specification</i>
1	Weighing Scale for measurement of human body weight	486 Nos.	<ul style="list-style-type: none">• Nature: Rechargeable Digital Personal Weighing Scale for Human Body,• Display: Large LCD digital display,• Rechargeable with USB port: Low power consumption scale, recharged by using any Standard android USB cable. portable USB cable also included for recharging.• Material: Stainless Steel/Fiber/ strong tempered glass to withstand regular usage,• Measures in: Accurate Measurements in Kilograms with graduation of scale 100g,• Accuracy: Class III (As Per Weights & Measures)• Weighing Capacity: Maximum weight capacity of up to 180 kg,• Warranty: At least 1 year of free warranty,• Others: Instant step on auto-calibrated, anti-skid platform, Auto-power-off, auto-zero, low battery and overload indications• Weight of the scale: Within 2 Kg.• No additional battery Requirement.

11. Settlement of Disputes:

DMF, Jajpur and the supplier shall make all efforts to resolve amicably by direct informal negotiation on any disagreement or dispute arising between them under or in connection with this contract.

All disputes arising out of the contract shall be referred to courts under the jurisdiction of Jajpur only.

The DMF, Jajpur has all rights to accept/reject any tender without assigning any reasons thereof.

NB: (i) The above terms and conditions except those otherwise agreed upon shall form a part of the Purchase Order.

(ii) The bidder shall Sign on each page of this tender document and return it along with the offer enclosing this part together with the technical offer.

(In the letter head of the bidder)

TECHNICAL BID

1. Name of the Firm :
2. Official Address :
3. Contact person with designation :
4. Contact Info: e-mail :
Mobile no. :
5. Tender paper cost deposited : Yes /No (tick one)
If yes, give details :
6. Bid Security deposited : Yes/ No (tick one)
If yes, give details :
7. PAN/ TIN :
8. GSTN (GST Regn. as applicable) : (submit the documentary proof)
9. GST Clearance up to : (Mention month & year)
Name of the document(s) submitted : (submit the documentary proof)
10. Audited Balance sheet of the bidder : (Mention FYs & submit the documentary proof)
(For last three financial years)
11. ITR of the bidder : (Mention FYs & submit the documentary proof)
(For last three financial years)
12. Average Turnover of last three years : (Enclose the CA certified audited statements
showing turn over for last three years)
13. Clientele list (Within last 2 years) : (submit the documentary proof)
14. Contact details of Service Center : (submit in Bidder's letter head)
(Near consignee destination)
15. Copy of the tender paper : (Stamped and signed on all pages by the bidder)

16. Technical details for weighing balance

Sl. No.	Name of the items with technical specifications	Qty. Required (approx.)	Make & catalogue number	Detail technical specifications
1	Weighing Scale for measurement of human body weight Brand Name: Warranty: Other Specifications:	01 no.		

UNDERTAKING

All the information and statements made in this technical bid are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our proposal. I have examined all the information as provided in the tender call notice and offer to undertake the supply of goods in accordance with the conditions and requirements of the selection process. Our proposal is binding upon us and subject to the modifications resulting from contract negotiations.

Date:

Place:

Signature of the authorized person & seal

(In the letter head of the bidder)

FINACIAL BID

1. Name of the Firm :
2. Official Address :
3. Contact person with designation :
4. Contact Info: e-mail & Mobile no. :
5. PAN :
6. GSTIN :
7. Rate of weighing balance:

Sl. No	Name of the items with technical specifications	Qty Reqd. (approx.)	Make & catalogue number	Detail technical specifications (tick)	Rate per unit item (In Rs.)	GST @ Per unit item (In Rs.)	Total amount (In Rs.)
1	Weighing Scale for measurement of human body weight Brand Name: Warranty: Other Specifications:	01 no.					

Note:

1. Weighing Scale must be of as per the specifications.
2. Price bid will not be considered for any particular item if make of it is not mentioned.
3. Quantity required are approximate which may change during finalization.

UNDERTAKING

All the information and statements made in this financial bid are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our proposal. If negotiations are held during the period of validity of the proposal, I undertake to negotiate on the basis of the proposal submitted by us. Our proposal is binding upon us and subject to the modifications resulting from contract negotiations.

Date:**Place:****Signature of the authorized person & seal**