



**M/s. Eco Coir Cluster India Private Limited**  
**Implementing Agency, Pollachi Coir Cluster,**  
**Pollachi, Coimbatore District, Tamilnadu**  
**Mobile: 88832 62762, E-Mail ID: iaecocoir@gmail.com**



**TENDER NOTICE**  
**(No.SFURTI/TN-POL/01/2016-17)**

Sealed Tenders are invited by **M/s. Eco Coir Cluster India Private Limited**, the Implementing Agency (IA) of **Pollachi Coir Cluster**, from reputed Manufacturers only for supply, erection, installation and commissioning of the following Machinery & Equipment for the Common Facility Centre (CFC) to be set up at Suleeswaranpatti village, Pollachi Taluk, Coimbatore District, Tamilnadu under the **Scheme of Fund for Regeneration of Traditional Industries (SFURTI)** of Coir Board, Ministry of MSME, Government of India with financial assistance from Government of India.

S.NO.	DESCRIPTION	QTY
1	<b>Coir PVC Tufted Mat Manufacturing Machine with Printing Facility &amp; Supporting machineries</b>	1
2	<b>Fully Automatic Powerloom (2 Metre Width) with supporting machines for manufacture of Coir Matting &amp; Geo-textiles</b>	2
3	<b>Coir Growbag Manufacturing Machine</b>	1
4	<b>650 Gms. Coir Pith Brick Manufacturing Machine</b>	1
5	<b>Coco Peat Disc Manufacturing machine with Die sets</b>	1
6	<b>Double Head Double Conveyor Type Coir Yarn Spinning Machine with Turbo Cleaner &amp; Auto Feeding System</b>	5

Technical Specifications for the above Machinery and Equipments are available in the Annexure to the Tender Document.

Tender document may be DOWNLOADED from the date of advertisement (11.00 AM onwards) from the websites [www.coirboard.nic.in](http://www.coirboard.nic.in) or [www.itcot.com](http://www.itcot.com).

- Date of commencement of issue of tender 29.06.2016 @ 11.00 A.M.
  - Pre-bid meeting 20.07.2016 @ 11.00 A.M
  - Last date for issue of Tender 28.07.2016 @ 05.00 P.M.
  - Last date for submission of Tenders 29.07.2016 @ 01.00 P.M.
  - Date of opening of sealed Tenders 29.07.2016 @ 02.00 P.M
- (Technical bid only)**

**Place of Tender Submission:** Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore Dsitric, Tamilnadu.

**Director**  
**M/s. Eco Coir Cluster India Private Limited**  
No.12, Ramegounder Colony, behind CTC Depot, Coimbatore road, Pollachi – 642 002

## **IMPORTANT NOTE**

The Tender Schedules for the following items are given below.

<b>S.NO.</b>	<b>DESCRIPTION</b>	<b>QTY</b>
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<b>6</b>	<b>Double Head Double Conveyor Type Coir Yarn Spinning Machine with Turbo Cleaner &amp; Auto Feeding System</b>	<b>5</b>

The Tenderer may apply for single or multiple items. The Tenderer shall refer the respective tender schedule for each of the tendered item. **Separate sealed cover for EACH TENDERED ITEM shall be submitted by the Tenderer.**

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**Implementing Agency, Pollachi Coir Cluster,**  
**Pollachi, Coimbatore District, Tamilnadu.**  
**Mobile: 88832 62762, E-Mail ID: iaecocoir@gmail.com**

**TENDER DOCUMENT**

**TENDER NOTICE No. SFURTI/TN-POL/01/2016-17**

**TENDER FOR THE SUPPLY, ERECTION AND  
COMMISSIONING OF COIR PVC TUFTED MAT  
MANUFACTURING MACHINE WITH PRINTING FACILITY  
AND SUPPORTING MACHINERY ON TURNKEY BASIS**

**Prepared by**

**ITCOT Consultancy and Services Limited**  
**(Technical Agency – SFURTI Coir Clusters, Tamilnadu)**  
**E-mail: itcot@vsnl.com, Website: www.itcot.com**

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**TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF  
COIR PVC TUFTED MAT MANUFACTURING MACHINE WITH  
PRINTING FACILITY AND SUPPORTING MACHINERY ON  
TURNKEY BASIS**

**1. PREAMBLE**

Scheme of Fund for Regeneration of Traditional Industries (SFURTI), the scheme of Ministry of MSME, Government of India envisages development of clusters to organize the traditional industries and artisans for their long term sustainability and economy of scale. Coir Board, the Nodal Agency of coir based clusters, has obtained approval for the development of Pollachi Coir Cluster under SFURTI.

M/s. Eco Coir Cluster India Private Limited, the Special Purpose Vehicle (SPV) & Implementing agency (IA) of Pollachi Coir Cluster, having the administrative office at No.12, Ramegounder Colony, behind CTC Depot, Coimbatore road, Pollachi – 642 002, propose to establish a Common Facility Centre (CFC) at S.F.No. No 235/B2, Suleeswaranpatti village, Pollachi Taluk, Coimbatore District, Tamilnadu with the financial assistance from Government of India under SFURTI.

In this context, M/s. Eco Coir Cluster India Private Limited invites sealed tenders from reputed manufacturers in “Two Cover System” for the supply, erection, and commissioning of Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery on turnkey basis through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as 29.07.2016.

**2. SCOPE OF WORK**

- a) The successful tenderer should undertake supply, erection and commissioning of Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery on turnkey basis. The detailed specification of the Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery is given in Annexure-I.
- b) The successful tenderer should complete supply, erection, commissioning within 150 days from the date of receipt of Purchase Order.

### 3. QUALIFICATION CRITERIA

Clause	Qualification Criteria	Supporting Document
a)	The tenderer should be a registered legal entity.	(i) In case of Private / Public Limited Companies, <ul style="list-style-type: none"> <li>• Copy of Incorporation Certificate issued by the Registrar of Companies &amp;</li> <li>• Copy of Memorandum and Articles of Association</li> </ul> (ii) In case of Partnership Firm, <ul style="list-style-type: none"> <li>• Registered Partnership deed</li> </ul> (iii) In case of Proprietorship Firm, <ul style="list-style-type: none"> <li>• Copy of VAT Registration Certificate / Service Tax Registration Certificate.</li> </ul>
b)	The tenderer should be a manufacturer of Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery.	<ul style="list-style-type: none"> <li>• Copy of Udyog Aadhaar/ Excise VAT/CST registration.</li> </ul>
c)	The tenderer should have at least 3 years of experience (as on 31 <sup>st</sup> March 2016) in the manufacturing of Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery.	(i) Purchase Order issued by the clients. (ii) Performance certificate issued by the clients. (iii) List of similar orders executed as per Annexure-V
d)	The tenderer should have reported an Average Annual Turnover of <b>Rs.1.25 Crores</b> in the last three consecutive financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16.	(i) The average annual turnover statement duly certified by Chartered Accountant as per Annexure IV. (ii) The Annual Report/ certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 consecutive financial years.
e)	The tenderer should not have been blacklisted for supply of any items or services to any Government agency.	The declaration form as per Annexure VI should be enclosed.

#### **4. LANGUAGE OF THE TENDER**

The Tender prepared by the Tenderer as well as all correspondences and documents relating to the Tender shall be in English language only. If the supporting documents are in a language other than English/Tamil, the notarized translated English version of the documents should also be enclosed.

#### **5. PURCHASE OF TENDER DOCUMENTS**

5(a) The tender document shall be downloaded from [www.coirboard.nic.in](http://www.coirboard.nic.in) or [www.itcot.com](http://www.itcot.com) at free of cost. The tenderer should give a declaration for not having tampered the Tender document downloaded from Internet (as per Annexure VII).

5(b) The tender document can be downloaded from 29.06.2016 to 28.07.2016.

#### **6. PREBID MEETING**

There will be a pre-bid meeting on 20.07.2016 at 11.00 A.M. in Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District, Tamil Nadu during which the prospective tenderers can get clarifications about the tender. The tenderers shall send their queries in writing if any so as to reach M/s. Eco Coir Cluster India Private Limited at least two days prior to the pre-bid meeting date. The tenderers may also check [www.coirboard.nic.in](http://www.coirboard.nic.in) or [www.itcot.com](http://www.itcot.com) for up to date information like change in date / venue etc., of pre-bid meeting as M/s. Eco Coir Cluster India Private Limited may not be able to identify and communicate with the prospective bidders at this stage. Non attending of pre-bid meeting is not a disqualification.

#### **7. CLARIFICATION ON THE TENDER DOCUMENT**

The tenderers may ask for queries in any of the clauses in the tender document before 48 hours of the opening of the tender. Such queries must be sent in writing to “M/s. Eco Coir Cluster India Private Limited C/o. Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District, Tamil Nadu”. M/s. Eco Coir Cluster India Private Limited will upload the clarification on [www.coirboard.nic.in](http://www.coirboard.nic.in) or [www.itcot.com](http://www.itcot.com).

#### **8. AMENDMENT OF TENDER DOCUMENT**

M/s. Eco Coir Cluster India Private Limited whether on its own initiative or as a result of a query, suggestion or comment of an Applicant or a Respondent, 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 [www.coirboard.nic.in](http://www.coirboard.nic.in) or [www.itcot.com](http://www.itcot.com) and the same will be binding on all Applicants or Respondents or Tenderers, as the case may be.

## 9. AUTHORISATION OF THE TENDERER

The Tender should be signed on each page by the Tenderer or by the person who is duly authorized for the same by the Tenderer.

## 10. SUBMISSION OF TENDER IN TWO COVER SYSTEM

10(a) Every page of the terms and conditions of the tender document should be signed and enclosed with the tender, in token of having accepted the tender conditions. Failing which the tender will be rejected summarily.

10(b) Tenders should be submitted in two parts:

a) Part I will cover technical bid and

b) Part II will cover price bid

10(c) Tenderers should ensure submission of all documents along with Part-I and Part II proposal as per the Check list given in Annexure -X.

10(d) Tenderers are requested to submit Part I and Part II in a separate sealed covers. Part I cover to be superscripted as “**Part I – Technical bid**” and Part II cover to be superscripted as “**Part II – Price bid**” respectively. These two Parts namely Part I and Part II must be placed in a separate sealed cover superscripted as “Pollachi Coir Cluster - Tender for the supply, erection, and commissioning of Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery on turnkey basis” and addressed to “The Director, M/s. Eco Coir Cluster India Private Limited, C/o. Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore Dsitric, Tamil Nadu”, containing the name and address of the Tenderer. **Tenders submitted without sealed cover would summarily be rejected.**

10(e) Tenders should be dropped only in the tender box kept at “The Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore Dsitric,, Tamil Nadu” on or before 1.00 PM on 29.07.2016”. Tenders will not be received by hand.

10(f) Alternatively, the tenders can be submitted through registered post or courier so as to reach the above address on or before 1.00 PM on 29.07.2016. Tenders received after the specified time will not be considered and M/s. Eco Coir Cluster India Private Limited will not be liable or responsible for any postal delays.

10(g) A tender once submitted shall not be permitted to be altered or amended.



## **11. EARNEST MONEY DEPOSIT**

- 11(a) The Tender should be accompanied by an Earnest Money Deposit (EMD) to the value of Rs. **2,00,000/-** (Rupees Two Lakhs only) in the form of Demand Draft drawn on any Indian Nationalised / Scheduled Commercial Bank in favour of “HI Account Eco Coir Cluster India Private Limited”, payable at Pollachi. The EMD in any other form will not be accepted. The Earnest Money Deposit will be returned to the unsuccessful Tenderers.
- 11(b) EMD will be retained in the case of successful Tenderer and it will not earn any interest and will be dealt with, as provided in the terms and conditions of the tender.
- 11(c) Any request of the tenderer, under any circumstances claiming exemption from payment of EMD will be rejected and their Part II price offer will not be opened.
- 11(d) The amount remitted towards EMD is liable to be forfeited in case the Tenderer fails to undertake the contract after submission of the tender or after acceptance of the offer by M/s. Eco Coir Cluster India Private Limited or fail to sign the Agreement or to remit the Security Deposit.

## **12. VALIDITY**

The rate quoted in the Tender should be valid for the acceptance by the Tender Committee, for a minimum period of **90 days** from the date of opening of the Tender. The accepted rate is valid till the entire contract is completed. Escalation in the rates will not be entertained under any circumstances.

## **13. OPENING AND EVALUATION OF THE TENDER**

- 13(a) The tenders received upto 1.00 PM as per the office clock on 29.07.2016 will be taken up for opening. Tenders received after specified date and time will not be accepted. The Tender will be opened by the Tender committee at 02.00 PM on the same day in the presence of the available Tenderers/ representatives of the Tenderers who choose to be present. The Tenderers or their authorized agents are allowed to be present at the time of opening of the tenders.
- 13(b) Tender Committee will inform the attested and unattested corrections, before the Tenderers and sign all such corrections in the presence of the Tenderers. If any of the Tenderers or agents is not present then, in such cases the Committee will open the tender of the absentee Tenderer and take out the unattested corrections and communicate it to them. The absentee Tenderer should accept the corrections without any question whatsoever.
- 13(c) If the date fixed for opening of the tender happens to be a Government holiday, the sealed tenders will be received up to 1.00 PM on the next working day and opened at 02.00 PM on the same day.

- 13(d) The Technical bid will be evaluated by Tender Committee in terms of the qualification Criteria. Tender Committee reserves the right to disqualify any of the tender if is not satisfied with the documents furnished.
- 13(e) M/s. Eco Coir Cluster India Private Limited may arrange for field inspection, if necessary, to verify their pre-qualifying conditions before opening of Part II cover and in case if any failure to satisfy the requirements, their Tender will be rejected and their Part-II Cover will not be opened.
- 13(f) The Tenderers declared as qualified will be informed the date of opening of Part II (Price bid).

#### **14. PRICE OFFER**

- 14(a) The Price bid should be kept only in the Part II cover.
- 14(b) The Price bid should be prepared as per Annexure-IX.
- 14(c) The Price should be neatly and legibly written both in figures and words.
- 14(d) In case of discrepancy between the prices quoted in words and figures lower of the two shall be considered.
- 14(e) Part-II bid should not contain any commercial conditions. Variation in the commercial terms and conditions of the tender will not be accepted.

#### **15. EVALUATION OF THE PRICE**

- 15(a) The Tender committee will examine for complete, properly signed and error-free nature of the Price bid (Part II).
- 15(b) The comparison of the rates offered shall be on the basis of the total rates offered inclusive of all taxes, transportation, performance guarantee etc .

#### **16. AWARD OF CONTRACT**

The Tenderer who has quoted lowest price (L1) will be invited for negotiations. After finalizing the negotiated rate, Letter of Acceptance will be issued.

#### **17. SECURITY DEPOSIT**

- 17(a) On receipt of the Letter of Acceptance from the M/s. Eco Coir Cluster India Private Limited, the successful Tenderer should remit a Security Deposit (SD) of 5% of the value of the contract, by way of either Demand Draft drawn on any scheduled commercial bank in favour of “HI Account Eco Coir Cluster India Private Limited”, payable at Pollachi or irrevocable Bank Guarantee in favour of M/s. Eco Coir Cluster India Private Limited with a validity period of 12 months, within 10 (Ten) working days from the date of receipt of letter of acceptance. The EMD shall be adjusted with the SD.

- 17(b) Any other amount pending with M/s. Eco Coir Cluster India Private Limited will not be adjusted under any circumstances, against the Security Deposit if so requested.
- 17(c) If the SD amount is not paid within the time specified, the EMD remitted by the Tenderer shall be forfeited, besides cancelling the communication of acceptance of the Tender.
- 17(d) SD amount remitted will not earn any interest.

## **18. AGREEMENT**

The successful tenderer should execute an agreement as may be drawn up to suit the conditions on a non-judicial stamp paper of value, as prescribed in law on the date of remittance of Security Deposit and shall pay for all stamps and legal expenses incidental thereto. In the event of failure to execute the agreement, within the time prescribed, the EMD/SD amount remitted by the tenderer will be forfeited besides cancelling the Tender.

## **19. ISSUE OF PURCHASE ORDER**

After payment of Security Deposit and successful execution of the agreement, Purchase Order will be released to the tendered items within 10 days by the SPV. The successful tenderer should complete supply, erection and commissioning of Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery within 150 days from the date of receipt of Purchase Order.

## **20. SCHEDULE OF SUPPLY**

- 20(a) The specification of Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery should be as per Annexure-I.
- 20(b) The delivery of Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery ordered shall be completed within 150 days from the date of issue of purchase order. Delay beyond this period will attract penalty.
- 20(c) The Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery should be delivered and installed at S.F.No.235/B2, Suleeswaranpatti village, Pollachi Taluk, Coimbatore District, Tamilnadu.
- 20(d) If the contract is not completed within the stipulated time or extended time, M/s. Eco Coir Cluster India Private Limited 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 EMD and Security Deposit.
- 20(e) In the event of non- performance of the contractual provisions or failure to effect the supply within the stipulated time or during the extended period and if it is found that the Contractor, has not fulfilled the contractual obligation with M/s. Eco Coir Cluster India Private Limited in any manner during the currency of the contract or also found on later date, M/s. Eco Coir Cluster India Private Limited reserves the right to disqualify such

supplier to participate in future tenders or black list the firm up to a maximum period of 5 years.

20(f) Every step will be taken by the SPV to make infrastructure ready at the scheduled time of dispatch of Plant & Machinery. If there is any delay due to any reason on the part of the SPV, release of payment will be considered on the basis of delivery schedule given in Purchase Order.

## **21. PERFORMANCE TEST**

21(a) The successful tenderer shall demonstrate the performance of the Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery in complete conformity with the relevant technical specifications and performance parameters as specified in the Purchase Order.

21(b) This demonstration should be done as stipulated by the M/s. Eco Coir Cluster India Private Limited as required by the SPV.

21(c) The performance tests should be completed within 15 days from the date of installation of Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery.

## **22. TRAINING OF STAFF**

22(a) The tenderer should provide training to Staffs on the operation and maintenance of Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery before the commencement of performance test.

22(b) The tenderer should provide 2 hard copies and soft copies of brochures & operation manuals for Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery.

## **23. PERFORMANCE GUARANTEE**

23(a) The Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery and its accessories are to be guaranteed, for a period of twelve months from the date of completion of performance test against manufacturing defect, bad workman ship or poor performance.

23(b) During performance guarantee period of 12 months they should attend any call from M/s. Eco Coir Cluster India Private Limited immediately, in case of any problems, related to operation or malfunctioning of the machine, without any delay for regular functioning of the cluster. The above service should be done at Free of cost.

23(c) Upon the complete fulfillment of this contract by the supplier, to the satisfaction of the M/s. Eco Coir Cluster India Private Limited, after completion of one year period, for the satisfactory performance of the machine, the performance security (bank guarantee) furnished by the tenderer will be returned to him, after recovery of dues if any.

## 24. PAYMENT CONDITIONS

24(a) **20% of contract value** will be paid on execution of agreement. The Tenderer should produce Bank guarantee for the equal amount, which should be valid for a minimum period of 12 months. If necessary the bank guarantee should be extended for the required period as requested by M/s. Eco Coir Cluster India Private Limited.

24(b) **75% of the contract value** will be paid on receipt of the complete set of machinery as per the order in full in good condition, at the destination, after acceptance by the tender committee.

24(c) **The balance 5% and SD** will be released only after satisfactory completion of the entire contract, including performance test and submission of bank guarantee equivalent to 10% of the total value of contract valid for 1 year towards performance guarantee.

24(d) M/s. Eco Coir Cluster India Private Limited also reserves the right to recover any dues from the tenderer, which is found on later date, during audit/excess payment, after final settlement is made to them. The successful tenderer is liable to pay such dues to the M/s. Eco Coir Cluster India Private Limited immediately on demand, without raising any dispute/protest.

## 25. PENALTY

25(a) Failure to execute the entire contract within 150 days from the date of issue of purchase order will attract a penalty of 1% per week, on the full value of the contract upto a maximum of 5%. Delays beyond that period will result in cancellation of the orders.

25(b) The response time for attending the complaint raised by M/s. Eco Coir Cluster India Private Limited has to be within 24 hours and resolution time for the same has to be within the next 48 hours. Failure to comply with the above time line will attract a penalty of Rs.1000/- per day.

25(c) Any delay on the part of M/s. Eco Coir Cluster India Private Limited should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict M/s. Eco Coir Cluster India Private Limited from levying penalty.

## **26. TERMINATION OF THE CONTRACT**

M/s. Eco Coir Cluster India Private Limited reserves the right to terminate the contract at any time during the validity period, on account of non-fulfilment of contract, on any count.

## **27. GENERAL CONDITIONS**

27(a) Conditional Tender in any form will not be accepted.

27(b) Any notice regarding any problems, to the supplier shall be deemed to be sufficiently served, if given in writing at his usual or last known place of business.

27(c) The Tender Committee reserves the right to reject any or all the tenders without assigning any reason thereof.

27(d) The Tender Committee reserves the right to reduce or enhance quantity or items of supply without assigning any reason thereof.

27(e) The Tender Committee reserves the right to relax or waive or amend any of the tender conditions.

27(f) 'C' form will be issued by the SPV for other state purchase.

## **28. ARBITRATION**

28(a) 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 M/s. Eco Coir Cluster India Private Limited / 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 Chairman, Coir Board for nominating an Arbitrator, the Arbitration proceedings being governed by the Arbitration and Conciliation (Amendment) Act 2015.

28(b) The venue of the Arbitration shall be at the Regional Office, Coir Board, Pollachi. The decision of the Arbitrator shall be final and binding on both the parties to the Arbitration.

28(c) 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 Coimbatore only.

## **29. JURISDICTION OF THE COURT**

Any dispute arising out of non-fulfillment of any of the terms and conditions of this Tender/Agreement or any other dispute arising out of the arbitration award will be subject to the jurisdiction of the Courts in Coimbatore only.

We agree to the above terms and conditions.

**SIGNATURE OF THE TENDERER**

**DATE:**

**NAME IN BLOCK LETTERS:**

**DESIGNATION:**

**ADDRESS:**

**TECHNICAL SPECIFICATIONS****MINIMUM SPECIFICATIONS OF COIR PVC TUFTED MAT MANUFACTURING MACHINE WITH PRINTING FACILITY AND SUPPORTING MACHINERY****1. PVC TUFTING MACHINE**

PVC Tufting Machine 200cm finished Width and Pile height 15 to 30mm with Creel Stand Yarn Drying arrangement complete including Thermic Fluid Radiator, Circulation, Fan, etc. Cutting Head with all accessories Cooking Oven with 20 Nos. of Heating Panels, and 5 Nos. of Cooling Panel 1 Mtr. size. wide with Conveyor frame with all accessories, Belt Aligner, Slitting Station with 7 Nos. of Slitting Heads and Cross Cutting Station with All accessories, Rolling Machine. PVC mixing unit with exhaust fan, 4 Nos. of mixing vats, pumping system and PVC feed system to cooking oven. Electrical Control Panels, Grinding Machine for Circular Knife Grinding, Belt Joining Equipments.

**2. THERMIC FLUID HEATER**

Vertical Thermic Fluid Heater capable of a net heat output 600000kcal/hr, When fired on wood with a maximum Outlet temp. of 280 Deg. C.

Complete with Chimney 350mm Dia at the Top and 800mm at the Bottom complete and 30 mtr. long with Air pre heater and ducting.

Thermic fluid piping connecting the thermic fluid heater to the Cooking Oven and the return line to the Thermic Fluid heater complete with Thermic fluid pump and necessary valves, non return valves, strainer, etc.

**3. CHILLING PLANT**

Chilling Plant having capacity 10 TR complete with Drive Motor, Control Panel, Heat Exchanger and Chilling water supply pump and Chilling water storage tank 1000 Lr. Complete, with circulation Pipe line, valves etc. including insulation with Thermocol.

**4. COMPRESSOR**

Rotary Screw Compressor having working capacity 9.5 bar, free air delivery 32 cfm, driven by 10 HP Motor with 270 ltr. Storage tank, Control Panel and all standard accessories.

**5. TUFLON BELT**

PTFE COATED Glass Fabric Belt, Width of belt - 2180mm, Length of belt - 60 mtr., with belt joining material



## **6. LONG KNIFE GRINDING MACHINE**

Blade Grinding Machine with Tilting Magnetic Chuck with all accessories including lubricating Oil circulation pump completely automatic suitable for Maximum grinding length of 2340mm  
Maximum grinding width 200mm

## **7. SHEARING MACHINE**

Shearing machine suitable for shearing mat of Width 2.2mtr. and Pile height 15 to 30mm  
Complete with Drive motor, Control Panel, etc.

Dust Collection system complete with Ducting for Suction Blower, and delivery ducting connected to a suitable Cyclone separating the dust with all necessary accessories.

## **8. DOUBLE DIAPHRAGM PUMP**

Double Diaphragm Air Operated Pump 50mm size for PVC Mix of high viscosity

## **9. STENCILING UNIT**

- |      |                          |   |        |
|------|--------------------------|---|--------|
| i.   | Stenciling Table 2M x 1M | : | 4 Nos. |
| ii.  | Stenciling Spray Gun     | : | 4 Nos. |
| iii. | Stenciling Plates        | : | 1 set. |
| iv.  | Compressor 10 HP         | : | 1 No.  |
| v.   | Exhaust Fan 1 HP         | : | 1 No.  |
| vi.  | Ducting for exhaust fan  | : | 1 set. |

## **10. ONLINE BLEACHING MACHINE**

- |      |   |   |         |
|------|---|---|---------|
| i.   | Spray Nozzle  | : | 12 Nos. |
| ii.  | Rubber lined air vessel for bleaching solution capacity 15 ltr. | : | 1 No.   |
| iii. | Air pressure regulator  | : | 1 No.   |
| iv.  | Stainless steel piping for bleaching solution                   | : | 1 set.  |

## **12. PACKING MACHINE**

### **12 a. Stretch Wrapping machine:**

It should have a turn table to house the mats intended for packing, an upright stand to wrap the polythene film and builtin mechanism for auto pallet height detection, turn table reset, preset wrapping time and count with a preset ratio of 100 to 250%, maximum

packing height 2600 mm, maximum packing weight 2500 Kgs, with turn table dia. 1500 mm. The machine should be capable to pack the bundle/ pallets of mats by stretch wrapping using the polythene film for comfortable and tidy transport.

12b. Carton sealing machine:

To be provided with roller working table, manual top squeezers, blade guards, crank handle shafts with adjustable leg height and castor wheels with locking.

**The above specifications are minimum requirements. The tenderer shall offer the Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery strictly meeting the above requirements or with better specifications. Any accessories/parts/components not specifically stated in the specification but which are necessary for satisfactory operation of the Coir PVC Tufted Mat Manufacturing Machine with Printing facility shall deem to be included in the scope of supply.**

## PART-I

Date: \_\_\_\_\_

From,  
Name:  
Address:  
Ph:  
Fax:  
E-mail:

To,  
The Director,  
M/s. Eco Coir Cluster India Private Limited,  
Implementing Agency, Pollachi Coir Cluster,  
Coimbatore district, Tamil Nadu

Sir,

Sub: Tender for the supply, erection, and commissioning of Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery on turnkey basis – Submission of **Part I** –reg .

Ref: Your Tender Notice Dt. ....

With reference to your tender notice, we submit herewith our sealed tender for the supply, erection, and commissioning of Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery on turnkey basis as specified by M/s. Eco Coir Cluster India Private Limited in this tender document.

We enclose the following documents:

- 1) Demand Draft for **Rs.2,00,000/-** (Rupees Two Lakhs only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “HI Account Eco Coir Cluster India Private Limited”, payable at Pollachi).
- 2) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 3) Letter of Authorization for authorized signatory from the tenderer organization.
- 4) Technical Specifications (Annexure I) duly signed in each page and enclosed in token of compliance of stipulated technical specifications.

- 5) Details of the Tenderer (Annexure-III)
- 6) Average annual turnover of the legal entity in the 3 preceding financial years duly certified by a Chartered Accountant (as per Annexure-IV).
- 7) List of customers to whom Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery are supplied in the past 5 years should be enclosed (Annexure-V)
- 8) Declaration for not having black listed by any Govt. agencies (as per Annexure-VI).
- 9) Declaration for not having tampered the Tender documents downloaded from Internet (Annexure-VII).
- 10) The copy of certificate of incorporation/ registration
- 11) Copy of Memorandum and Articles of Association
- 12) Copy of Registered Partnership deed, in case of Partnership Firm
- 13) Copy of Udyog Aadhaar/ Excise/VAT/CST registration
- 14) Purchase Order issued by the clients.
- 15) Performance certificate issued by the clients
- 16) The Annual Report / certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16 should be enclosed.
- 17) Copy of Service Tax Registration Certificate
- 18) Copy of PAN allotment Certificate/ PANCARD issued by Income Tax Department
- 19) Latest Assessment orders under TN VAT Act/CST Act.
- 20) Latest I.T return.
- 21) Latest Service Tax Clearance Certificate.
- 22) Notarized translated English version of the documents in a language other than English/Tamil, if any

Yours faithfully,

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**Encl: As stated above**

**ANNEXURE – III****DETAILS OF THE TENDERER**

1. Name of the Tenderer	
2. Registered Office Address	Telephone Number: Fax : Email : Website, if any
3. Contact Person	Name: Designation: Phone: Mobile: Email:
4. Date of Incorporation	
5. Legal Status	Proprietorship / Partnership / Pvt. Limited / Public Limited / Others (Pl. mention)
6. Brief profile of the Tenderer	
7. Address of Service Centres	
8. Number of staffs on regular payroll	Technical: Administration:
9. Registration Number as a firm under State Sales Tax Act/VAT	
10. Registration Number as a firm under Central Sales Tax Act	
11. PAN Number	
12. Service Tax Registration Number	
13. PAN Number	

**SIGNATURE OF THE TENDERER**  
(with seal and address)

## ANNUAL TURN OVER STATEMENT

The Annual turnover of M/s ..... for the past three years are given below and certified that the statement is true and correct.

S.no	Year	Turnover in lakh (Rs.)
1	2012-2013	
2	2013-2014	
3	2014-2015	
4	2015-2016	
	Total	
Average annual turnover		

**Note:** Average Turnover of any **three** consecutive financial years will be considered i.e. FY 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16.

**DATE :**

**SIGNATURE OF THE TENDERER**

**SIGNATURE OF CHARTERED ACCOUNTANT**  
(with seal and Address)

**ANNEXURE – V**

**List of customers to whom Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery are supplied in the past 5 years**

*(Please provide the details for each project in separate sheet along with work order/completion certificate from client)*

<b>Sl.No</b>	<b>Name &amp; address of the client</b>	<b>Phone / Mobile Number</b>	<b>Quantity Supplied</b>	<b>Year of supply</b>	<b>Work Order /completion certificate enclosed (Yes/No)</b>
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

**SIGNATURE OF THE TENDERER  
(with seal and address)**

**CERTIFICATE**

Date: \_\_\_\_\_

Certified that M/s...../ the firm /company or its partners / share holders had not been blacklisted by any Government Agencies.

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**



**DECLARATION FORM**

Date: \_\_\_\_\_

a) I/We ..... having our office at ..... do declare that I/We have carefully read all the conditions of tender floated vide tender ref.no.\_\_\_\_\_ for the supply, erection, and commissioning of Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery on turnkey basis will complete the contract as per the tender conditions.

b) I/We have downloaded the tender document from the internet site **www.coirboard.nic.in** or [www.itcot.com](http://www.itcot.com). I/We have not tampered / modified the tender document in any manner. In case, if the same is found to be tampered / modified, I/ We understand that my/our tender will be summarily rejected and full Earnest Money Deposit will be forfeited and I /We am/are liable to be banned from doing business with M/s. Eco Coir Cluster India Private Limited /Coir Board or prosecuted.

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**PART-II**

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

The Director,  
M/s. Eco Coir Cluster India Private Limited,  
Implementing Agency, Pollachi Coir Cluster,  
Coimbatore district, Tamil Nadu.

Sir,

Sub: Tender for the supply, erection, and commissioning of Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery on turnkey basis – Submission of **Part – II** – Price Offer-Reg

Ref:- Our tender (Technical Bid) submitted today for “Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery on turnkey basis”

---

In continuation of our above tender, we submit herewith the price offer for “Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery on turnkey basis” as specified by M/s. Eco Coir Cluster India Private Limited in this tender document.

We agree to abide by the terms and conditions stipulated by the M/s. Eco Coir Cluster India Private Limited and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the M/s. Eco Coir Cluster India Private Limited in this tender will hold good as per M/s. Eco Coir Cluster India Private Limited tender conditions.

Yours faithfully,

**SIGNATURE OF THE TENDERER**

## PRICE BID

(Amount in Rs.)

Sl. No	Description	Basic price	Excise Duty	VAT	CST	Total Cost
1.	Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery – 1 set					

Amount in Words: Rupees \_\_\_\_\_ only

**SIGNATURE OF THE TENDERER**  
(with seal and address)

**CHECKLIST OF DOCUMENTS**

**Documents to be enclosed in Part-I:**

- 1) Demand Draft for Rs.2,00,000/- (Rupees Two Lakhs only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “HI Account Eco Coir Cluster India Private Limited”, payable at Pollachi).
- 2) A covering letter on your letter head addressed to The Director, M/s. Eco Coir Cluster India Private Limited, Implementing Agency, Pollachi Coir Cluster, Pollachi, Coimbatore district, Tamil Nadu (as per Annexure-II)
- 3) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 4) Letter of Authorization for authorized signatory from the tenderer organization.
- 5) Technical Specifications (Annexure I) duly signed in each page and enclosed in token of compliance of stipulated technical specifications.
- 6) Details of the Tenderer (Annexure-III)
- 7) Average annual turnover of the legal entity in the 3 preceding financial years duly certified by a Chartered Accountant (as per Annexure-IV).
- 8) List of customers to whom Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery are supplied in the past 5 years should be enclosed (Annexure-V)
- 9) Declaration for not having black listed by any Govt. agencies (as per Annexure-VI).
- 10) Declaration for not having tampered the Tender documents downloaded from Internet (Annexure-VII).
- 11) The copy of certificate of incorporation/ registration
- 12) Copy of Memorandum and Articles of Association
- 13) Copy of Registered Partnership deed, in case of Partnership Firm
- 14) Copy of Udyog Aadhaar/ Excise/VAT/CST registration
- 15) Purchase Order issued by the clients.
- 16) Performance certificate issued by the clients
- 17) The Annual Report / certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16 should be enclosed.
- 18) Copy of Service Tax Registration Certificate
- 19) Copy of PAN allotment Certificate/ PANCARD issued by Income Tax Department
- 20) Latest Assessment orders under TN VAT Act/CST Act.
- 21) Latest I.T return.
- 22) Latest Service Tax Clearance Certificate.

23) Notarized translated English version of the documents in a language other than English/Tamil, if any

**Documents to be enclosed in Part-II**

- 1) A covering letter on the letter head addressed to The Director, M/s. Eco Coir Cluster India Private Limited, Implementing Agency, Pollachi Coir Cluster, Pollachi, Coimbatore district, Tamil Nadu (as per Annexure-VIII)
- 2) Price Bid as per Annexure-IX of the Tender document.

**Both ‘Part I – Technical bid’ cover and ‘Part II – Price bid’ cover must be placed in a separate sealed cover** superscripted as “Pollachi Coir Cluster - Tender for the supply, erection, and commissioning of Coir PVC Tufted Mat Manufacturing Machine with Printing facility and Supporting machinery on turnkey basis” and addressed to “The Director, M/s. Eco Coir Cluster India Private Limited, **C/o. Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District, Tamil Nadu**”, containing the name and address of the Tenderer.

**Note: Tenders submitted in unsealed cover would summarily be rejected.**

**M/s. Eco Coir Cluster India Private Limited**  
**Implementing Agency, Pollachi Coir Cluster,**  
**Pollachi, Coimbatore District, Tamilnadu.**  
**Mobile: 88832 62762, E-Mail ID: iaecocoir@gmail.com**

**TENDER DOCUMENT**

**TENDER NOTICE No. SFURTI/TN-POL/01/2016-17**

**TENDER FOR THE SUPPLY, ERECTION AND  
COMMISSIONING OF 2 NUMBERS OF FULLY  
AUTOMATIC POWER LOOM (2M WIDTH) WITH  
SUPPORTING MACHINES FOR MANUFACTURE OF COIR  
MATTING & GEO-TEXTILES ON TURNKEY BASIS**

**Prepared by**

**ITCOT Consultancy and Services Limited**

(Technical Agency – SFURTI Coir Clusters, Tamilnadu)

**E-mail:** itcot@vsnl.com, **Website:** www.itcot.com

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**TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF 2  
NUMBERS OF FULLY AUTOMATIC POWER LOOM (2M WIDTH)  
WITH SUPPORTING MACHINES FOR MANUFACTURE OF COIR  
MATTING & GEO-TEXTILES ON TURNKEY BASIS**

**1. PREAMBLE**

Scheme of Fund for Regeneration of Traditional Industries (SFURTI), the scheme of Ministry of MSME, Government of India envisages development of clusters to organize the traditional industries and artisans for their long term sustainability and economy of scale. Coir Board, the Nodal Agency of coir based clusters, has obtained approval for the development of Pollachi Coir Cluster under SFURTI.

M/s. Eco Coir Cluster India Private Limited, the Special Purpose Vehicle (SPV) & Implementing agency (IA) of Pollachi Coir Cluster, having the administrative office at No.12, Ramegounder Colony, behind CTC Depot, Coimbatore road, Pollachi – 642 002, propose to establish a Common Facility Centre (CFC) at S.F.No. No.235/B2, Suleeswaranpatti village, Pollachi Taluk, Coimbatore District, Tamilnadu with the financial assistance from Government of India under SFURTI.

In this context, M/s. Eco Coir Cluster India Private Limited invites sealed tenders from reputed manufacturers in “Two Cover System” for the supply, erection, and commissioning of 2 numbers of Fully automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles on turnkey basis through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as 29.07.2016.

**2. SCOPE OF WORK**

- a) The successful tenderer should undertake supply, erection and commissioning of 2 numbers of Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles on turnkey basis. The detailed specification is given in Annexure-I.
- b) The successful tenderer should complete supply, erection, commissioning within 75 days from the date of receipt of Purchase Order.



### 3. QUALIFICATION CRITERIA

Clause	Qualification Criteria	Supporting Document
a)	The tenderer should be a registered legal entity.	(i) In case of Private / Public Limited Companies, <ul style="list-style-type: none"> <li>• Copy of Incorporation Certificate issued by the Registrar of Companies &amp;</li> <li>• Copy of Memorandum and Articles of Association</li> </ul> (ii) In case of Partnership Firm, <ul style="list-style-type: none"> <li>• Registered Partnership deed</li> </ul> (iii) In case of Proprietorship Firm, <ul style="list-style-type: none"> <li>• Copy of VAT Registration Certificate / Service Tax Registration Certificate.</li> </ul>
b)	The tenderer should be a manufacturer of Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles.	<ul style="list-style-type: none"> <li>• Copy of Udyog Aadhaar/ Excise VAT/CST registration.</li> </ul>
c)	The tenderer should have at least 3 years of experience (as on 31 <sup>st</sup> March 2016) in the manufacturing of Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles.	(i) Purchase Order issued by the clients. (ii) Performance certificate issued by the clients. (iii) List of similar orders executed as per Annexure-V
d)	The tenderer should have reported an Average Annual Turnover of <b>Rs.1.25 Crores</b> in the last three consecutive financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16.	(i) The average annual turnover statement duly certified by Chartered Accountant as per Annexure IV. (ii) The Annual Report/ certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 consecutive financial years.
e)	The tenderer should not have been blacklisted for supply of any items or services to any Government agency.	The declaration form as per Annexure VI should be enclosed.

#### **4. LANGUAGE OF THE TENDER**

The Tender prepared by the Tenderer as well as all correspondences and documents relating to the Tender shall be in English language only. If the supporting documents are in a language other than English/Tamil, the notarized translated English version of the documents should also be enclosed.

#### **5. PURCHASE OF TENDER DOCUMENTS**

5(a) The tender document shall be downloaded from **www.coirboard.nic.in** or [www.itcot.com](http://www.itcot.com) at free of cost. The tenderer should give a declaration for not having tampered the Tender document downloaded from Internet (as per Annexure VII).

5(b) The tender document can be downloaded from 29.06.2016 to 28.07.2016.

#### **6. PREBID MEETING**

There will be a pre-bid meeting on 20.07.2016 at 11.00 A.M. in Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore Dsitrict,, Tamil Nadu during which the prospective tenderers can get clarifications about the tender. The tenderers shall send their queries in writing if any so as to reach M/s. Eco Coir Cluster India Private Limited at least two days prior to the pre-bid meeting date. The tenderers may also check **www.coirboard.nic.in** or [www.itcot.com](http://www.itcot.com) for up to date information like change in date / venue etc., of pre-bid meeting as M/s. Eco Coir Cluster India Private Limited may not be able to identify and communicate with the prospective bidders at this stage. Non attending of pre-bid meeting is not a disqualification.

#### **7. CLARIFICATION ON THE TENDER DOCUMENT**

The tenderers may ask for queries in any of the clauses in the tender document before 48 hours of the opening of the tender. Such queries must be sent in writing to “M/s. Eco Coir Cluster India Private Limited “M/s. Eco Coir Cluster India Private Limited, C/o. Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore Dsitrict,, Tamil Nadu”. M/s. Eco Coir Cluster India Private Limited will upload the clarification on **www.coirboard.nic.in** or [www.itcot.com](http://www.itcot.com).

#### **8. AMENDMENT OF TENDER DOCUMENT**

M/s. Eco Coir Cluster India Private Limited whether on its own initiative or as a result of a query, suggestion or comment of an Applicant or a Respondent, 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 [www.coirboard.nic.in](http://www.coirboard.nic.in) or [www.itcot.com](http://www.itcot.com) and the same will be binding on all Applicants or Respondents or Tenderers, as the case may be.

## 9. AUTHORISATION OF THE TENDERER

The Tender should be signed on each page by the Tenderer or by the person who is duly authorized for the same by the Tenderer.

## 10. SUBMISSION OF TENDER IN TWO COVER SYSTEM

10(a) Every page of the terms and conditions of the tender document should be signed and enclosed with the tender, in token of having accepted the tender conditions. Failing which the tender will be rejected summarily.

10(b) Tenders should be submitted in two parts:

- a) Part I will cover technical bid and
- b) Part II will cover price bid

10(c) Tenderers should ensure submission of all documents along with Part-I and Part II proposal as per the Check list given in Annexure -X.

10(d) Tenderers are requested to submit Part I and Part II in a separate sealed covers. Part I cover to be superscripted as “**Part I – Technical bid**” and Part II cover to be superscripted as “**Part II – Price bid**” respectively. These two Parts namely Part I and Part II must be placed in a separate sealed cover superscripted as “Pollachi Coir Cluster - Tender for the supply, erection, and commissioning of Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles on turnkey basis” and addressed to “The Director, M/s. Eco Coir Cluster India Private Limited, C/o. Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District, Tamil Nadu”, containing the name and address of the Tenderer. **Tenders submitted without sealed cover would summarily be rejected.**

10(e) Tenders should be dropped only in the tender box kept at “The Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District, Tamil Nadu” on or before 1.00 PM on 29.07.2016”. Tenders will not be received by hand.

10(f) Alternatively, the tenders can be submitted through registered post or courier so as to reach the above address on or before 1.00 PM on 29.07.2016. Tenders received after the specified time will not be considered and M/s. Eco Coir Cluster India Private Limited will not be liable or responsible for any postal delays.

10(g) A tender once submitted shall not be permitted to be altered or amended.

## **11. EARNEST MONEY DEPOSIT**

- 11(a) The Tender should be accompanied by an Earnest Money Deposit (EMD) to the value of Rs. **45,000/-** (Rupees Forty Five Thousand only) in the form of Demand Draft drawn on any Indian Nationalised/ Scheduled Commercial Bank in favour of “HI Account Eco Coir Cluster India Private Limited”, payable at Pollachi. The EMD in any other form will not be accepted. The Earnest Money Deposit will be returned to the unsuccessful Tenderers.
- 11(b) EMD will be retained in the case of successful Tenderer and it will not earn any interest and will be dealt with, as provided in the terms and conditions of the tender.
- 11(c) Any request of the tenderer, under any circumstances claiming exemption from payment of EMD will be rejected and their Part II price offer will not be opened.
- 11(d) The amount remitted towards EMD is liable to be forfeited in case the Tenderer fails to undertake the contract after submission of the tender or after acceptance of the offer by M/s. Eco Coir Cluster India Private Limited or fail to sign the Agreement or to remit the Security Deposit.

## **12. VALIDITY**

The rate quoted in the Tender should be valid for the acceptance by the Tender Committee, for a minimum period of **90 days** from the date of opening of the Tender. The accepted rate is valid till the entire contract is completed. Escalation in the rates will not be entertained under any circumstances.

## **13. OPENING AND EVALUATION OF THE TENDER**

- 13(a) The tenders received upto 1.00 PM as per the office clock on 29.07.2016 will be taken up for opening. Tenders received after specified date and time will not be accepted. The Tender will be opened by the Tender committee at 02.00 PM on the same day in the presence of the available Tenderers/ representatives of the Tenderers who choose to be present. The Tenderers or their authorized agents are allowed to be present at the time of opening of the tenders.
- 13(b) Tender Committee will inform the attested and unattested corrections, before the Tenderers and sign all such corrections in the presence of the Tenderers. If any of the Tenderers or agents is not present then, in such cases the Committee will open the tender of the absentee Tenderer and take out the unattested corrections and communicate it to them. The absentee Tenderer should accept the corrections without any question whatsoever.
- 13(c) If the date fixed for opening of the tender happens to be a Government holiday, the sealed tenders will be received up to 1.00 PM on the next working day and opened at 02.00 PM on the same day.

- 13(d) The Technical bid will be evaluated by Tender Committee in terms of the qualification Criteria. Tender Committee reserves the right to disqualify any of the tender if is not satisfied with the documents furnished.
- 13(e) M/s. Eco Coir Cluster India Private Limited may arrange for field inspection, if necessary, to verify their pre-qualifying conditions before opening of Part II cover and in case if any failure to satisfy the requirements, their Tender will be rejected and their Part-II Cover will not be opened.
- 13(f) The Tenderers declared as qualified will be informed the date of opening of Part II (Price bid).

#### **14. PRICE OFFER**

- 14(a) The Price bid should be kept only in the Part II cover.
- 14(b) The price bid should be prepared as per Annexure-IX.
- 14(c) The price should be neatly and legibly written both in figures and words.
- 14(d) In case of discrepancy between the prices quoted in words and figures lower of the two shall be considered.
- 14(e) Part-II bid should not contain any commercial conditions. Variation in the commercial terms and conditions of the tender will not be accepted.

#### **15. EVALUATION OF THE PRICE**

- 15(a) The Tender committee will examine for complete, properly signed and error-free nature of the Price bid (Part II).
- 15(b) The comparison of the rates offered shall be on the basis of the total rates offered inclusive of all taxes, transportation, performance guarantee etc .

#### **16. AWARD OF CONTRACT**

The Tenderer who has quoted lowest price (L1) will be invited for negotiations. After finalizing the negotiated rate, Letter of Acceptance will be issued.

#### **17. SECURITY DEPOSIT**

- 17(a) On receipt of the Letter of Acceptance from the M/s. Eco Coir Cluster India Private Limited, the successful Tenderer should remit a Security Deposit (SD) of 5% of the value of the contract, by way of either Demand Draft drawn on any scheduled commercial bank in favour of ‘HI Account Eco Coir Cluster India Private Limited’, payable at Pollachi or

irrevocable Bank Guarantee in favour of M/s. Eco Coir Cluster India Private Limited with a validity period of 12 months, within 10 (Ten) working days from the date of receipt of letter of acceptance. The EMD shall be adjusted with the SD.

17(b) Any other amount pending with M/s. Eco Coir Cluster India Private Limited will not be adjusted under any circumstances, against the Security Deposit if so requested.

17(c) If the SD amount is not paid within the time specified, the EMD remitted by the Tenderer shall be forfeited, besides cancelling the communication of acceptance of the Tender.

17(d) SD amount remitted will not earn any interest.

## **18. AGREEMENT**

The successful tenderer should execute an agreement as may be drawn up to suit the conditions on a non-judicial stamp paper of value, as prescribed in law on the date of remittance of Security Deposit and shall pay for all stamps and legal expenses incidental thereto. In the event of failure to execute the agreement, within the time prescribed, the EMD/SD amount remitted by the tenderer will be forfeited besides cancelling the Tender.

## **19. ISSUE OF PURCHASE ORDER**

After payment of Security Deposit and successful execution of the agreement, Purchase Order will be released to the tendered items within 10 days by the SPV.. The successful tenderer should complete supply, erection and commissioning of 2 numbers of Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles within 75 days from the date of receipt of Purchase Order.

## **20. SCHEDULE OF SUPPLY**

20(a) The specification of Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles should be as per Annexure-I.

20(b) The delivery of 2 numbers of Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles shall be completed within 75 days from the date of issue of purchase order. Delay beyond this period will attract penalty.

20(c) The 2 numbers of Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles should be delivered and installed at S.F.No. No.235/B2, Suleeswaranpatti village, Pollachi Taluk, Coimbatore District.

20(d) If the contract is not completed within the stipulated time or extended time, M/s. Eco Coir Cluster India Private Limited 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 EMD and Security Deposit.

20(e) In the event of non- performance of the contractual provisions or failure to effect the supply within the stipulated time or during the extended period and if it is found that the Contractor, has not fulfilled the contractual obligation with M/s. Eco Coir Cluster India Private Limited in any manner during the currency of the contract or also found on later date, M/s. Eco Coir Cluster India Private Limited reserves the right to disqualify such supplier to participate in future tenders or black list the firm up to a maximum period of 5 years.

20(f) Every step will be taken by the SPV to make infrastructure ready at the scheduled time of dispatch of Plant & Machinery. If there is any delay due to any reason on the part of the SPV, release of payment will be considered on the basis of delivery schedule given in Purchase Order.

## **21. PERFORMANCE TEST**

21(a) The successful tenderer shall demonstrate the performance of the Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles in complete conformity with the relevant technical specifications and performance parameters as specified in the Purchase Order.

21(b) This demonstration should be done as stipulated by the M/s. Eco Coir Cluster India Private Limited as required by the SPV.

21(c) The performance tests should be completed within 15 days from the date of installation of 2 Nos. of Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles.

## **22. TRAINING OF STAFF**

22(a) The tenderer should provide training to Staffs on the operation and maintenance of Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles before the commencement of performance test.

22(b) The tenderer should provide 2 hard copies and soft copies of brochures & operation manuals for Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles.

## **23. PERFORMANCE GUARANTEE**

23(a) The 2 numbers of Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles and its accessories are to be guaranteed, for

a period of twelve months from the date of completion of performance test against manufacturing defect, bad workman ship or poor performance.

- 23(b) During performance guarantee period of 12 months they should attend any call from M/s. Eco Coir Cluster India Private Limited immediately, in case of any problems, related to operation or malfunctioning of the machine, without any delay for regular functioning of the cluster. The above service should be done at Free of cost.
- 23(c) Upon the complete fulfillment of this contract by the supplier, to the satisfaction of the M/s. Eco Coir Cluster India Private Limited, after completion of one year period, for the satisfactory performance of the machine, the performance security (bank guarantee) furnished by the tenderer will be returned to him, after recovery of dues if any.

## 24. PAYMENT CONDITIONS

- 24(a) **20% of contract value** will be paid on execution of agreement. The Tenderer should produce Bank guarantee for the equal amount, which should be valid for a minimum period of 12 months. If necessary the bank guarantee should be extended for the required period as requested by M/s. Eco Coir Cluster India Private Limited.
- 24(b) **75% of the contract value** will be paid on receipt of the complete set of machinery as per the order in full in good condition, at the destination, after acceptance by the tender committee.
- 24(c) **The balance 5% and SD** will be released only after satisfactory completion of the entire contract, including performance test and submission of bank guarantee equivalent to 10% of the total value of contract valid for 1 year towards performance guarantee.
- 24(d) M/s. Eco Coir Cluster India Private Limited also reserves the right to recover any dues from the tenderer, which is found on later date, during audit/excess payment, after final settlement is made to them. The successful tenderer is liable to pay such dues to the M/s. Eco Coir Cluster India Private Limited immediately on demand, without raising any dispute/protest.

## 25. PENALTY

- 25(a) Failure to execute the entire contract within 75 days from the date of issue of purchase order will attract a penalty of 1% per week, on the full value of the contract upto a maximum of 5%. Delays beyond that period will result in cancellation of the orders.
- 25(b) The response time for attending the complaint raised by M/s. Eco Coir Cluster India Private Limited has to be within 24 hours and resolution time for the same has to be within the next 48 hours. Failure to comply with the above time line will attract a penalty of Rs.1000/- per day.



25(c) Any delay on the part of M/s. Eco Coir Cluster India Private Limited should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict M/s. Eco Coir Cluster India Private Limited from levying penalty.

## **26. TERMINATION OF THE CONTRACT**

M/s. Eco Coir Cluster India Private Limited reserves the right to terminate the contract at any time during the validity period, on account of non-fulfilment of contract, on any count.

## **27. GENERAL CONDITIONS**

27(a) Conditional Tender in any form will not be accepted.

27(b) Any notice regarding any problems, to the supplier shall deemed to be sufficiently served, if given in writing at his usual or last known place of business.

27(c) The Tender Committee reserves the right to reject any or all the tenders without assigning any reason thereof.

27(d) The Tender Committee reserves the right to reduce or enhance quantity or items of supply without assigning any reason thereof.

27(e) The Tender Committee reserves the right to relax or waive or amend any of the tender conditions.

27(f) 'C' form will be issued by the SPV for other state purchase.

## **28. ARBITRATION**

28(a) 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 M/s. Eco Coir Cluster India Private Limited / 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 Chairman, Coir Board for nominating an Arbitrator, the Arbitration proceedings being governed by the Arbitration and Conciliation (Amendment) Act 2015.

28(b) The venue of the Arbitration shall be at the Regional Office, Coir Board, Pollachi. The decision of the Arbitrator shall be final and binding on both the parties to the Arbitration.

28(c) 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 Coimbatore only.

## **29. JURISDICTION OF THE COURT**

Any dispute arising out of non-fulfillment of any of the terms and conditions of this Tender/Agreement or any other dispute arising out of the arbitration award will be subject to the jurisdiction of the Courts in Coimbatore only.

We agree to the above terms and conditions.

**SIGNATURE OF THE TENDERER**

**DATE:**

**NAME IN BLOCK LETTERS:**

**DESIGNATION:**

**ADDRESS:**

## TECHNICAL SPECIFICATIONS

### MINIMUM SPECIFICATIONS OF FULLY AUTOMATIC POWER LOOM (2 METRE WIDTH) WITH SUPPORTING MACHINES FOR MANUFACTURE OF COIR MATTING & GEO-TEXTILES

The tendered item includes the following machineries:

**I-(i) BOBBIN WINDING MACHINES (4 HEAD):- 1No**

**I-(ii) COPS WINDING MACHINES (2 HEAD):- 1No**

**I-(iii) POWER LOOM (2 MTR) :- 2 No**

The technical specification for each of the above machineries is given below:

#### **I – (i): Specification for Bobbin Winding Machine**

<b>Product /Machine /Output/Performance Requirement</b>	
Bobbin weight	2.5 Kgs.
Bobbin length	30 cms
Production capacity	200 bobbins/8 hrs.
Number of Heads	4

#### **I – (ii): Specification for COPS Winding Machine**

<b>Product /Machine /Output/Performance Requirement</b>	
Cops size	Suitable for the shuttles
Production capacity	400 cops / 8 hrs.
Number of Heads	2

#### **I – (iii): Specification for Power loom (2 Mtr. width)**

<b>Product /Machine /Output/Performance Requirement</b>	
Coir Mattings & Geo-textiles Width	2 Metre
Speed of loom	Min. 60 shorts / minute
Production capacity	Minimum 60 to 65 metres of fabric with 130 weft metre
Tappets/cams and gears	Suitable to weave 2 shaft Plain, Panama 2/2, 4 shaft, Boucle weaves and Geo Textiles
Heddle frames	4 Nos.
Shuttles	6 Nos
Creel Stand	To hold 675 bobbins
Weaver's platform	Min.900 mm width running across the width of loom

Electric Motor should be of reputed brand, three phases with optimum output power suitable for smooth functioning, maximum production with minimum power consumption provided with starters and safety features with minimum warranty of one year. Machinery should be capable of producing the required quality and quantity prescribed. Specific Details of the machineries developed by adopting suitable technologies for quality improvement, output and reduced operational cost can be submitted on separate sheet.

The above specifications are minimum requirements. The tenderer shall offer the 2 Nos. of Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles strictly meeting the above requirements or with better specifications. Any accessories/parts/components not specifically stated in the specification but which are necessary for satisfactory operation of the Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles shall deem to be included in the scope of supply.

**COMPLIANCE TO THE TECHNICAL SPECIFICATIONS**

The tenderers should specify the specifications of all the tendered items to be supplied. The Compliance report should be enclosed along with technical bid. Specification of offered 2 Nos. of Fully Automatic Powerloom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles is to be written clearly in the column of “OFFERED SPECIFICATIONS” in the table given below. Offers without clear specifications on the said column will be treated as non-responsive and rejected.

**Compliance to Annexure I (i) – Bobbin Winding machine:**

<b>Product /Machine /Output/Performance Requirement</b>	
Bobbin weight	
Bobbin length	
Production capacity	
Number of Heads	

**Compliance to Annexure I (ii) – COPS Winding machine:**

<b>Product /Machine /Output/Performance Requirement</b>	
Cops size	
Production capacity	
Number of Heads	

**Compliance to Annexure I (iii) – Power loom (2 Mtr. width):**

<b>Product /Machine /Output/Performance Requirement</b>	
Coir Mattings & Geo-textiles Width	
Speed of loom	
Production capacity	
Tappets/cams and gears	
Heddle frames	
Shuttles	
Creel Stand	
Weaver’s platform	

## PART-I

Date: \_\_\_\_\_

From,

Name:  
Address:  
Ph:  
Fax:  
E-mail:

To,

The Director,  
M/s. Eco Coir Cluster India Private Limited,  
Implementing Agency, Pollachi Coir Cluster,  
Coimbatore district, Tamil Nadu

Sir,

Sub: Tender for the supply, erection, and commissioning of 2 numbers of Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles on turnkey basis – Submission of **Part I** –Reg .

Ref: Your Tender Notice Dt. ....

With reference to your tender notice, we submit herewith our sealed tender for the supply, erection, and commissioning of 2 numbers of Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles on turnkey basis as specified by M/s. Eco Coir Cluster India Private Limited in this tender document.

We enclose the following documents:

- 1) Demand Draft for Rs.45,000/- (Rupees Forty Five Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “HI Account Eco Coir Cluster India Private Limited”, payable at Pollachi).
- 2) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 3) Letter of Authorization for authorized signatory from the tenderer organization.
- 4) Compliance report to the technical Specifications of the Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles as per Annexure-I (a).

- 5) Details of the Tenderer (Annexure-III)
- 6) Average annual turnover of the legal entity in the 3 preceding financial years duly certified by a Chartered Accountant (as per Annexure-IV).
- 7) List of customers to whom Coir the tendered items are supplied in the past 5 years should be enclosed (Annexure-V)
- 8) Declaration for not having black listed by any Govt. agencies (as per Annexure-VI).
- 9) Declaration for not having tampered the Tender documents downloaded from Internet (Annexure-VII).
- 10) The copy of certificate of incorporation/ registration
- 11) Copy of Memorandum and Articles of Association
- 12) Copy of Registered Partnership deed, in case of Partnership Firm
- 13) Copy of Udyog Aadhaar/ Excise/VAT/CST registration
- 14) Purchase Order issued by the clients.
- 15) Performance certificate issued by the clients
- 16) The Annual Report / certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16 should be enclosed.
- 17) Copy of Service Tax Registration Certificate
- 18) Copy of PAN allotment Certificate/ PANCARD issued by Income Tax Department
- 19) Latest Assessment orders under TN VAT Act/CST Act.
- 20) Latest I.T return.
- 21) Latest Service Tax Clearance Certificate.
- 22) Notarized translated English version of the documents in a language other than English/Tamil, if any

Yours faithfully,

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**Encl: As stated above**

**ANNEXURE – III****DETAILS OF THE TENDERER**

1. Name of the Tenderer	
2. Registered Office Address	Telephone Number: Fax : Email : Website, if any
3. Contact Person	Name: Designation: Phone: Mobile: Email:
4. Date of Incorporation	
5. Legal Status	Proprietorship/partnership/Pvt. Limited/Public Limited/ others(Pl. mention)
6. Brief profile of the tenderer	
7. Address of Service Centres	
8. Number of staffs on regular payroll	Technical: Administration:
9. Registration Number as a firm under State Sales Tax Act/VAT	
10. Registration Number as a firm under Central Sales Tax Act	
11. PAN Number	
12. Service Tax Registration Number	
13. PAN Number	

**SIGNATURE OF THE TENDERER**  
(with seal and address)



## ANNUAL TURN OVER STATEMENT

The Annual turnover of M/s ..... for the past three years are given below and certified that the statement is true and correct.

S.no	Year	Turnover in lakh (Rs.)
1	2012-2013	
2	2013-2014	
3	2014-2015	
4	2015-2016	
	Total	Lakh
	Average annual turnover	Lakh

**Note:** Average Turnover of any **three** consecutive financial years will be considered i.e. FY 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16.

**DATE :**

**SIGNATURE OF THE TENDERER**

**SIGNATURE OF CHARTERED ACCOUNTANT**  
(with seal and Address)

**ANNEXURE – V**

**List of customers to whom Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles are supplied in the past 5 years**

*(Please provide the details for each project in separate sheet along with work order/completion certificate from client)*

<b>Sl.No</b>	<b>Name &amp; address of the client</b>	<b>Phone / Mobile Number</b>	<b>Quantity Supplied</b>	<b>Year of supply</b>	<b>Work Order /completion certificate enclosed (Yes/No)</b>
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

**SIGNATURE OF THE TENDERER  
(with seal and address)**

**CERTIFICATE**

Date: \_\_\_\_\_

Certified that M/s...../ the firm /company or its partners / share holders had not been blacklisted by any Government Agencies.

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**DECLARATION FORM**

Date: \_\_\_\_\_

a) I/We ..... having our office at ..... do declare that I/We have carefully read all the conditions of tender floated vide tender ref.no.\_\_\_\_\_ for the supply, erection, and commissioning of 2 numbers of Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles on turnkey basis will complete the contract as per the tender conditions.

b) I/We have downloaded the tender document from the internet site [www.coirboard.nic.in](http://www.coirboard.nic.in) or [www.itcot.com](http://www.itcot.com). I/We have not tampered / modified the tender document in any manner. In case, if the same is found to be tampered / modified, I/ We understand that my/our tender will be summarily rejected and full Earnest Money Deposit will be forfeited and I /We am/are liable to be banned from doing business with M/s. Eco Coir Cluster India Private Limited /Coir Board or prosecuted.

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**PART-II**

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

The Director,  
M/s. Eco Coir Cluster India Private Limited,  
Implementing Agency, Pollachi Coir Cluster,  
Coimbatore district, Tamil Nadu

Sir,

Sub: Tender for the supply, erection, and commissioning of 2 numbers of Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles on turnkey basis – Submission of **Part – II – Price Offer-Reg**

Ref:- Our tender (Technical Bid) submitted today for “2 numbers of Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles on turnkey basis”

---

In continuation of our above tender, we submit herewith the price offer for “2 numbers of Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles on turnkey basis” as specified by M/s. Eco Coir Cluster India Private Limited in this tender document.

We agree to abide by the terms and conditions stipulated by the M/s. Eco Coir Cluster India Private Limited and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the M/s. Eco Coir Cluster India Private Limited in this tender will hold good as per M/s. Eco Coir Cluster India Private Limited tender conditions.

Yours faithfully,

**SIGNATURE OF THE TENDERER**

## ANNEXURE –IX

## PRICE BID

(Amount in Rs.)

Sl. No	Description	Cost per unit					Number of Units	Total Cost
		Basic price	Excise Duty	VAT	CST	Total Cost		
1.	Fully Automatic Power Loom (2 Metre Width)						2	
2.	Bobbin Winding Machine (4 Head)						1	
3.	COPS Winding Machine (2 Head)						1	
<b>Total</b>								

Amount in Words: Rupees \_\_\_\_\_ only

**SIGNATURE OF THE TENDERER**  
(with seal and address)

**CHECKLIST OF DOCUMENTS**

**Documents to be enclosed in Part-I:**

- 1) Demand Draft for Rs.45,000/- (Rupees Forty Five Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of ““HI Account Eco Coir Cluster India Private Limited”, payable at Pollachi).
- 2) A covering letter on your letter head addressed to The Director, M/s. Eco Coir Cluster India Private Limited, Implementing Agency, Pollachi Coir Cluster, Coimbatore district (as per Annexure-II)
- 3) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 4) Letter of Authorization for authorized signatory from the tenderer organization.
- 5) Compliance report to the technical Specifications of the Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles as per Annexure-I (a).
- 6) Details of the Tenderer (Annexure-III)
- 7) Average annual turnover of the legal entity in the 3 preceding financial years duly certified by a Chartered Accountant (as per Annexure-IV).
- 8) List of customers to whom the tendered items are supplied in the past 5 years should be enclosed (Annexure-V)
- 9) Declaration for not having black listed by any Govt. agencies (as per Annexure-VI).
- 10) Declaration for not having tampered the Tender documents downloaded from Internet (Annexure-VII).
- 11) The copy of certificate of incorporation/ registration
- 12) Copy of Memorandum and Articles of Association
- 13) Copy of Registered Partnership deed, in case of Partnership Firm
- 14) Copy of Udyog Aadhaar/ Excise/VAT/CST registration
- 15) Purchase Order issued by the clients.
- 16) Performance certificate issued by the clients
- 17) The Annual Report / certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16 should be enclosed.
- 18) Copy of Service Tax Registration Certificate
- 19) Copy of PAN allotment Certificate/ PANCARD issued by Income Tax Department
- 20) Latest Assessment orders under TN VAT Act/CST Act.
- 21) Latest I.T return.
- 22) Latest Service Tax Clearance Certificate.

23) Notarized translated English version of the documents in a language other than English/Tamil, if any

**Documents to be enclosed in Part-II**

- 1) A covering letter on the letter head addressed to The The Director, M/s. Eco Coir Cluster India Private Limited, Implementing Agency, Pollachi Coir Cluster, Coimbatore district (as per Annexure-VIII)
- 2) Price Bid as per Annexure-IX of the Tender document.

**Both ‘Part I – Technical bid’ cover and ‘Part II – Price bid’ cover must be placed in a separate sealed cover** superscripted as “Pollachi Coir Cluster - Tender for the supply, erection, and commissioning of Fully Automatic Power Loom (2 Metre Width) with supporting machines for manufacture of Coir Matting & Geo-textiles on turnkey basis” and addressed to “The Director, M/s. Eco Coir Cluster India Private Limited, **C/o. Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore Dsitric, Tamil Nadu**”, containing the name and address of the Tenderer.

**Note: Tenders submitted in unsealed cover would summarily be rejected.**



**M/s. Eco Coir Cluster India Private Limited  
Implementing Agency, Pollachi Coir Cluster,  
Pollachi, Coimbatore District, Tamilnadu.  
Mobile: 88832 62762, E-Mail ID: iaecocoir@gmail.com**

**TENDER DOCUMENT**

**TENDER NOTICE No. SFURTI/TN-POL/01/2016-17**

**TENDER FOR THE SUPPLY, ERECTION AND  
COMMISSIONING OF 650 GM COIR PITH BRICK  
MANUFACTURING MACHINE ON TURNKEY BASIS**

**Prepared by**

**ITCOT Consultancy and Services Limited  
(Technical Agency – SFURTI Coir Clusters, Tamilnadu)  
E-mail: itcot@vsnl.com, Website: www.itcot.com**

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**TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF  
650 GM COIR PITH BRICK MANUFACTURING MACHINE  
ON TURNKEY BASIS**

**1. PREAMBLE**

Scheme of Fund for Regeneration of Traditional Industries (SFURTI), the scheme of Ministry of MSME, Government of India envisages development of clusters to organize the traditional industries and artisans for their long term sustainability and economy of scale. Coir Board, the Nodal Agency of coir based clusters, has obtained approval for the development of Pollachi Coir Cluster under SFURTI.

M/s. Eco Coir Cluster India Private Limited, the Special Purpose Vehicle (SPV) & Implementing agency (IA) of Pollachi Coir Cluster, having the administrative office at No.12, Ramegounder Colony, behind CTC Depot, Coimbatore road, Pollachi – 642 002, propose to establish a Common Facility Centre (CFC) at S.F.No. No.235/B2, Suleeswaranpatti village, Pollachi Taluk, Coimbatore District, Tamilnadu with the financial assistance from Government of India under SFURTI.

In this context, M/s. Eco Coir Cluster India Private Limited invites sealed tenders from reputed manufacturers in “Two Cover System” for the supply, erection, and commissioning of 650 gm. Coir Pith Brick Manufacturing Machine on turnkey basis through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as 29.07.2016.

**2. SCOPE OF WORK**

- a) The successful tenderer should undertake supply, erection and commissioning of 650 gm Coir Pith Brick Manufacturing Machine on turnkey basis. The detailed specification is given in Annexure-I.
- b) The successful tenderer should complete supply, erection, commissioning within 60 days from the date of receipt of Purchase Order.

### 3. QUALIFICATION CRITERIA

Clause	Qualification Criteria	Supporting Document
a)	The tenderer should be a registered legal entity.	(i) In case of Private / Public Limited Companies, <ul style="list-style-type: none"> <li>• Copy of Incorporation Certificate issued by the Registrar of Companies &amp;</li> <li>• Copy of Memorandum and Articles of Association</li> </ul> (ii) In case of Partnership Firm, <ul style="list-style-type: none"> <li>• Registered Partnership deed</li> </ul> (iii) In case of Proprietorship Firm, <ul style="list-style-type: none"> <li>• Copy of VAT Registration Certificate / Service Tax Registration Certificate.</li> </ul>
b)	The tenderer should be a manufacturer of 650 gm Coir Pith Brick Manufacturing Machine.	<ul style="list-style-type: none"> <li>• Copy of Udyog Aadhaar/ Excise VAT/CST registration.</li> </ul>
c)	The tenderer should have at least 3 years of experience (as on 31 <sup>st</sup> March 2016) in the manufacturing of 650 gm Coir Pith Brick Manufacturing Machine.	(i) Purchase Order issued by the clients. (ii) Performance certificate issued by the clients. (iii) List of similar orders executed as per Annexure-V
d)	The tenderer should have reported an Average Annual Turnover of Rs.40.00 Lakhs in the last three consecutive financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16.	(i) The average annual turnover statement duly certified by Chartered Accountant as per Annexure IV. (ii) The Annual Report/ certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 consecutive financial years.
e)	The tenderer should not have been blacklisted for supply of any items or services to any Government agency.	The declaration form as per Annexure VI should be enclosed.

### 4. LANGUAGE OF THE TENDER

The Tender prepared by the Tenderer as well as all correspondences and documents relating to the Tender shall be in English language only. If the supporting documents are in a language other

than English/Tamil, the notarized translated English version of the documents should also be enclosed.

## **5. PURCHASE OF TENDER DOCUMENTS**

5(a) The tender document shall be downloaded from [www.coirboard.nic.in](http://www.coirboard.nic.in) or [www.itcot.com](http://www.itcot.com) at free of cost. The tenderer should give a declaration for not having tampered the Tender document downloaded from Internet (as per Annexure VII).

5(b) The tender document can be downloaded from 29.06.2016 to 28.07.2016.

## **6. PREBID MEETING**

There will be a pre-bid meeting on 20.07.2016 at 11.00 A.M. in Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District,, Tamil Nadu during which the prospective tenderers can get clarifications about the tender. The tenderers shall send their queries in writing if any so as to reach M/s. Eco Coir Cluster India Private Limited at least two days prior to the pre-bid meeting date. The tenderers may also check [www.coirboard.nic.in](http://www.coirboard.nic.in) or [www.itcot.com](http://www.itcot.com) for up to date information like change in date / venue etc., of pre-bid meeting as M/s. Eco Coir Cluster India Private Limited may not be able to identify and communicate with the prospective bidders at this stage. Non attending of pre-bid meeting is not a disqualification.

## **7. CLARIFICATION ON THE TENDER DOCUMENT**

The tenderers may ask for queries in any of the clauses in the tender document before 48 hours of the opening of the tender. Such queries must be sent in writing to “M/s. Eco Coir Cluster India Private Limited C/o. Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District,, Tamil Nadu”. M/s. Eco Coir Cluster India Private Limited will upload the clarification on [www.coirboard.nic.in](http://www.coirboard.nic.in) or [www.itcot.com](http://www.itcot.com).

## **8. AMENDMENT OF TENDER DOCUMENT**

M/s. Eco Coir Cluster India Private Limited whether on its own initiative or as a result of a query, suggestion or comment of an Applicant or a Respondent, 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 [www.coirboard.nic.in](http://www.coirboard.nic.in) or [www.itcot.com](http://www.itcot.com) and the same will be binding on all Applicants or Respondents or Tenderers, as the case may be.

## 9. AUTHORISATION OF THE TENDERER

The Tender should be signed on each page by the Tenderer or by the person who is duly authorized for the same by the Tenderer.

## 10. SUBMISSION OF TENDER IN TWO COVER SYSTEM

10(a) Every page of the terms and conditions of the tender document should be signed and enclosed with the tender, in token of having accepted the tender conditions. Failing which the tender will be rejected summarily.

10(b) Tenders should be submitted in two parts:

a) Part I will cover technical bid and

b) Part II will cover price bid

10(c) Tenderers should ensure submission of all documents along with Part-I and Part II proposal as per the Check list given in Annexure -X.

10(d) Tenderers are requested to submit Part I and Part II in a separate sealed covers. Part I cover to be superscripted as **“Part I – Technical bid”** and Part II cover to be superscripted as **“Part II – Price bid”** respectively. These two Parts namely Part I and Part II must be placed in a separate sealed cover superscripted as **“Pollachi Coir Cluster - Tender for the supply, erection, and commissioning of Coir Pith Brick (650 gm) manufacturing machinery on turnkey basis”** and addressed to **“The Director, M/s. Eco Coir Cluster India Private Limited, C/o. Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore Dsitrict, Tamil Nadu”**, containing the name and address of the Tenderer. **Tenders submitted without sealed cover would summarily be rejected.**

10(e) Tenders should be dropped only in the tender box kept at **“The Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore Dsitrict,, Tamil Nadu”** on or before 1.00 PM on 29.07.2016”. Tenders will not be received by hand.

10(f) Alternatively, the tenders can be submitted through registered post or courier so as to reach the above address on or before 1.00 PM on 29.07.2016. Tenders received after the specified time will not be considered and M/s. Eco Coir Cluster India Private Limited will not be liable or responsible for any postal delays.

10(g) A tender once submitted shall not be permitted to be altered or amended.

## **11. EARNEST MONEY DEPOSIT**

- 11(a) The Tender should be accompanied by an Earnest Money Deposit (EMD) to the value of Rs. **12,000/-** (Rupees Twelve Thousand only) in the form of Demand Draft drawn on any Indian Nationalised/ Scheduled Commercial Bank in favour of “HI Account Eco Coir Cluster India Private Limited”, payable at Pollachi. The EMD in any other form will not be accepted. The Earnest Money Deposit will be returned to the unsuccessful Tenderers.
- 11(b) EMD will be retained in the case of successful Tenderer and it will not earn any interest and will be dealt with, as provided in the terms and conditions of the tender.
- 11(c) Any request of the tenderer, under any circumstances claiming exemption from payment of EMD will be rejected and their Part II price offer will not be opened.
- 11(d) The amount remitted towards EMD is liable to be forfeited in case the Tenderer fails to undertake the contract after submission of the tender or after acceptance of the offer by M/s. Eco Coir Cluster India Private Limited or fail to sign the Agreement or to remit the Security Deposit.

## **12. VALIDITY**

The rate quoted in the Tender should be valid for the acceptance by the Tender Committee, for a minimum period of **90 days** from the date of opening of the Tender. The accepted rate is valid till the entire contract is completed. Escalation in the rates will not be entertained under any circumstances.

## **13. OPENING AND EVALUATION OF THE TENDER**

- 13(a) The tenders received upto 1.00 PM as per the office clock on 29.07.2016 will be taken up for opening. Tenders received after specified date and time will not be accepted. The Tender will be opened by the Tender committee at 02.00 PM on the same day in the presence of the available Tenderers/ representatives of the Tenderers who choose to be present. The Tenderers or their authorized agents are allowed to be present at the time of opening of the tenders.
- 13(b) Tender Committee will inform the attested and unattested corrections, before the Tenderers and sign all such corrections in the presence of the Tenderers. If any of the Tenderers or agents is not present then, in such cases the Committee will open the tender of the absentee Tenderer and take out the unattested corrections and communicate it to them. The absentee Tenderer should accept the corrections without any question whatsoever.
- 13(c) If the date fixed for opening of the tender happens to be a Government holiday, the sealed tenders will be received up to 1.00 PM on the next working day and opened at 02.00 PM on the same day.

- 13(d) The Technical bid will be evaluated by Tender Committee in terms of the qualification Criteria. Tender Committee reserves the right to disqualify any of the tender if is not satisfied with the documents furnished.
- 13(e) M/s. Eco Coir Cluster India Private Limited may arrange for field inspection, if necessary, to verify their pre-qualifying conditions before opening of Part II cover and in case if any failure to satisfy the requirements, their Tender will be rejected and their Part-II Cover will not be opened.
- 13(f) The Tenderers declared as qualified will be informed the date of opening of Part II (Price bid).

#### **14. PRICE OFFER**

- 14(a) The Price bid should be kept only in the Part II cover.
- 14(b) The price bid should be prepared as per Annexure-IX.
- 14(c) The price should be neatly and legibly written both in figures and words.
- 14(d) In case of discrepancy between the prices quoted in words and figures lower of the two shall be considered.
- 14(e) Part-II bid should not contain any commercial conditions. Variation in the commercial terms and conditions of the tender will not be accepted.

#### **15. EVALUATION OF THE PRICE**

- 15(a) The Tender committee will examine for complete, properly signed and error-free nature of the Price bid (Part II).
- 15(b) The comparison of the rates offered shall be on the basis of the total rates offered inclusive of all taxes, transportation, performance guarantee etc .

#### **16. AWARD OF CONTRACT**

The Tenderer who has quoted lowest price (L1) will be invited for negotiations. After finalizing the negotiated rate, Letter of Acceptance will be issued.

#### **17. SECURITY DEPOSIT**

- 17(a) On receipt of the Letter of Acceptance from the M/s. Eco Coir Cluster India Private Limited, the successful Tenderer should remit a Security Deposit (SD) of 5% of the value of the contract, by way of either Demand Draft drawn on any scheduled commercial bank in favour of ‘HI Account Eco Coir Cluster India Private Limited’, payable at Pollachi or



irrevocable Bank Guarantee in favour of M/s. Eco Coir Cluster India Private Limited with a validity period of 12 months, within 10 (Ten) working days from the date of receipt of letter of acceptance. The EMD shall be adjusted with the SD.

17(b) Any other amount pending with M/s. Eco Coir Cluster India Private Limited will not be adjusted under any circumstances, against the Security Deposit if so requested.

17(c) If the SD amount is not paid within the time specified, the EMD remitted by the Tenderer shall be forfeited, besides cancelling the communication of acceptance of the Tender.

17(d) SD amount remitted will not earn any interest.

## **18. AGREEMENT**

The successful tenderer should execute an agreement as may be drawn up to suit the conditions on a non-judicial stamp paper of value, as prescribed in law on the date of remittance of Security Deposit and shall pay for all stamps and legal expenses incidental thereto. In the event of failure to execute the agreement, within the time prescribed, the EMD/SD amount remitted by the tenderer will be forfeited besides cancelling the Tender.

## **19. ISSUE OF PURCHASE ORDER**

After payment of Security Deposit and successful execution of the agreement, Purchase Order will be released to the tendered items within 10 days by the SPV. The successful tenderer should complete supply, erection and commissioning of 650 gm Coir Pith Brick Manufacturing Machine within 60 days from the date of receipt of Purchase Order.

## **20. SCHEDULE OF SUPPLY**

20(a) The specification of 650 gm Coir Pith Brick Manufacturing Machine should be as per Annexure-I.

20(b) The delivery of 650 gm Coir Pith Brick Manufacturing Machine ordered shall be completed within 60 days from the date of issue of purchase order. Delay beyond this period will attract penalty.

20(c) The 650 gm Coir Pith Brick Manufacturing Machine should be delivered and installed at S.F.No. No.235/B2, Suleeswaranpatti village, Pollachi Taluk, Coimbatore District.

20(d) If the contract is not completed within the stipulated time or extended time, M/s. Eco Coir Cluster India Private Limited 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 EMD and Security Deposit.

- 20(e) In the event of non- performance of the contractual provisions or failure to effect the supply within the stipulated time or during the extended period and if it is found that the Contractor, has not fulfilled the contractual obligation with M/s. Eco Coir Cluster India Private Limited in any manner during the currency of the contract or also found on later date, M/s. Eco Coir Cluster India Private Limited reserves the right to disqualify such supplier to participate in future tenders or black list the firm up to a maximum period of 5 years.
- 20(f) Every step will be taken by the SPV to make infrastructure ready at the scheduled time of dispatch of Plant & Machinery. If there is any delay due to any reason on the part of the SPV, release of payment will be considered on the basis of delivery schedule given in Purchase Order.

## **21. PERFORMANCE TEST**

- 21(a) The successful tenderer shall demonstrate the performance of the 650 gm Coir Pith Brick Manufacturing Machine in complete conformity with the relevant technical specifications and performance parameters as specified in the Purchase Order.
- 21(b) This demonstration should be done as stipulated by the M/s. Eco Coir Cluster India Private Limited as required by the SPV.
- 21(c) The performance tests should be completed within 15 days from the date of installation of 650 gm Coir Pith Brick Manufacturing Machine.

## **22. TRAINING OF STAFF**

- 22(a) The tenderer should provide training to Staffs on the operation and maintenance of 650 gm Coir Pith Brick Manufacturing Machine before the commencement of performance test.
- 22(b) The tenderer should provide 2 hard copies and soft copies of brochures & operation manuals for 650 gm Coir Pith Brick Manufacturing Machine.

## **23. PERFORMANCE GUARANTEE**

- 23(a) The 650 gm Coir Pith Brick Manufacturing Machine and its accessories are to be guaranteed, for a period of twelve months from the date of completion of performance test against manufacturing defect, bad workman ship or poor performance.
- 23(b) During performance guarantee period of 12 months they should attend any call from M/s. Eco Coir Cluster India Private Limited immediately, in case of any problems, related to operation or malfunctioning of the machine, without any delay for regular functioning of the cluster. The above service should be done at Free of cost.

23(c) Upon the complete fulfillment of this contract by the supplier, to the satisfaction of the M/s. Eco Coir Cluster India Private Limited, after completion of one year period, for the satisfactory performance of the machine, the performance security (bank guarantee) furnished by the tenderer will be returned to him, after recovery of dues if any.

## 24. PAYMENT CONDITIONS

24(a) **20% of contract value** will be paid on execution of agreement. The Tenderer should produce Bank guarantee for the equal amount, which should be valid for a minimum period of 12 months. If necessary the bank guarantee should be extended for the required period as requested by M/s. Eco Coir Cluster India Private Limited.

24(b) **75% of the contract value** will be paid on receipt of the complete set of machinery as per the order in full in good condition, at the destination, after acceptance by the tender committee.

24(c) **The balance 5% and SD** will be released only after satisfactory completion of the entire contract, including performance test and submission of bank guarantee equivalent to 10% of the total value of contract valid for 1 year towards performance guarantee.

24(d) M/s. Eco Coir Cluster India Private Limited also reserves the right to recover any dues from the tenderer, which is found on later date, during audit/excess payment, after final settlement is made to them. The successful tenderer is liable to pay such dues to the M/s. Eco Coir Cluster India Private Limited immediately on demand, without raising any dispute/protest.

## 25. PENALTY

25(a) Failure to execute the entire contract within 60 days from the date of issue of purchase order will attract a penalty of 1% per week, on the full value of the contract upto a maximum of 5%. Delays beyond that period will result in cancellation of the orders.

25(b) The response time for attending the complaint raised by M/s. Eco Coir Cluster India Private Limited has to be within 24 hours and resolution time for the same has to be within the next 48 hours. Failure to comply with the above time line will attract a penalty of Rs.1000/- per day.

25(c) Any delay on the part of M/s. Eco Coir Cluster India Private Limited should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict M/s. Eco Coir Cluster India Private Limited from levying penalty.

## **26. TERMINATION OF THE CONTRACT**

M/s. Eco Coir Cluster India Private Limited reserves the right to terminate the contract at any time during the validity period, on account of non-fulfilment of contract, on any count.

## **27. GENERAL CONDITIONS**

27(a) Conditional Tender in any form will not be accepted.

27(b) Any notice regarding any problems, to the supplier shall be deemed to be sufficiently served, if given in writing at his usual or last known place of business.

27(c) The Tender Committee reserves the right to reject any or all the tenders without assigning any reason thereof.

27(d) The Tender Committee reserves the right to reduce or enhance quantity or items of supply without assigning any reason thereof.

27(e) The Tender Committee reserves the right to relax or waive or amend any of the tender conditions.

27(f) 'C' form will be issued by the SPV for other state purchase

## **28. ARBITRATION**

28(a) 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 M/s. Eco Coir Cluster India Private Limited / 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 Chairman, Coir Board for nominating an Arbitrator, the Arbitration proceedings being governed by the Arbitration and Conciliation (Amendment) Act 2015.

28(b) The venue of the Arbitration shall be at the Regional Office, Coir Board, Pollachi. The decision of the Arbitrator shall be final and binding on both the parties to the Arbitration.

28(c) 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 Coimbatore only.

## **29. JURISDICTION OF THE COURT**

Any dispute arising out of non-fulfillment of any of the terms and conditions of this Tender/Agreement or any other dispute arising out of the arbitration award will be subject to the jurisdiction of the Courts in Coimbatore only.

We agree to the above terms and conditions.

**SIGNATURE OF THE TENDERER**

**DATE:**

**NAME IN BLOCK LETTERS:**

**DESIGNATION:**

**ADDRESS:**

## TECHNICAL SPECIFICATIONS

### MINIMUM SPECIFICATIONS OF 650 GM COIR PITH BRICK MANUFACTURING MACHINE

Description	Specification
<b>Brick Specifications</b>	
Brick weight	650 gms
Brick size	200 x 100 x 50 mm
Production Capacity	600 to 650 Bricks / Hour
<b>Power pack</b>	
Motor	30H.P
Oil Tank capacity	700 Ltrs capacity
Max. Operating pressure	175 kg/Sq.cm
<b>Cylinders</b>	
Main Cylinder force	90 Tons (45 Tons x 2)
Main Cylinder stroke	750 mm
Total Locking Cylinder Force	40 Tona
Locking Cylinder Stroke	50 mm
No. of Locking Cylinders	8 Nos.
<b>Machine Structure</b>	Fabricated Mild Steel
<b>Electrical Control Panel</b>	Dust proof Control Panel with PLC

Electric Motor(s) should be of reputed brand, three phases with optimum output power suitable for smooth functioning, maximum production with minimum power consumption provided with starters and safety features with minimum warranty of one year. Machinery should be capable of producing the required quality and quantity prescribed. Specific Details of the machineries developed by adopting suitable technologies for quality improvement, output and reduced operational cost can be submitted on separate sheet.

The above specifications are minimum requirements. The tenderer shall offer the 650 gm Coir Pith Brick Manufacturing Machine strictly meeting the above requirements or with better specifications. Any accessories/parts/components not specifically stated in the specification but which are necessary for satisfactory operation of the 650 gm Coir Pith Brick Manufacturing Machine shall deem to be included in the scope of supply.

**COMPLIANCE TO THE TECHNICAL SPECIFICATIONS**

The tenderers should specify the specifications of 650 gm Coir Pith Brick Manufacturing Machine to be supplied. The Compliance report should be enclosed along with technical bid. Specifications of offered 650 gm Coir Pith Brick Manufacturing Machine is to be written clearly in the column of “OFFERED SPECIFICATIONS” in the table given below. Offers without clear specifications on the said column will be treated as non-responsive and rejected.

<b>Description</b>	<b>Specification</b>
<b>Brick Specifications</b>	
Brick weight	
Brick size	
Production Capacity	
<b>Power pack</b>	
Motor	
Oil Tank capacity	
Max. Operating pressure	
<b>Cylinders</b>	
Main Cylinder force	
Main Cylinder stroke	
Total Locking Cylinder Force	
Locking Cylinder Stroke	
No. of Locking Cylinders	
<b>Machine Structure</b>	
<b>Electrical Control Panel</b>	

**PART-I**

Date: \_\_\_\_\_

From,

Name:  
Address:  
Ph:  
Fax:  
E-mail:

To,

The Director,  
M/s. Eco Coir Cluster India Private Limited,  
Implementing Agency, Pollachi Coir Cluster,  
Coimbatore district, Tamil Nadu

Sir,

Sub: Tender for the supply, erection, and commissioning of 650 gm Coir Pith Brick Manufacturing Machine on turnkey basis – Submission of **Part I** –Reg .

Ref: Your Tender Notice Dt. ....

With reference to your tender notice, we submit herewith our sealed tender for the supply, erection, and commissioning of 650 gm Coir Pith Brick Manufacturing Machine on turnkey basis as specified by M/s. Eco Coir Cluster India Private Limited in this tender document.

We enclose the following documents:

- 1) Demand Draft for Rs.12,000/- (Rupees Twelve Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “HI Account Eco Coir Cluster India Private Limited”, payable at Pollachi).
- 2) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 3) Letter of Authorization for authorized signatory from the tenderer organization.
- 4) Compliance report to the technical Specifications of the 650 gm Coir Pith Brick Manufacturing Machine as per Annexure-I (a).



- 5) Details of the Tenderer (Annexure-III)
- 6) Average annual turnover of the legal entity in the 3 preceding financial years duly certified by a Chartered Accountant (as per Annexure-IV).
- 7) List of customers to whom the tendered items are supplied in the past 5 years should be enclosed (Annexure-V)
- 8) Declaration for not having black listed by any Govt. agencies (as per Annexure-VI).
- 9) Declaration for not having tampered the Tender documents downloaded from Internet (Annexure-VII).
- 10) The copy of certificate of incorporation/ registration
- 11) Copy of Memorandum and Articles of Association
- 12) Copy of Registered Partnership deed, in case of Partnership Firm
- 13) Copy of Udyog Aadhaar/ Excise/VAT/CST registration
- 14) Purchase Order issued by the clients.
- 15) Performance certificate issued by the clients
- 16) The Annual Report / certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16 should be enclosed.
- 17) Copy of Service Tax Registration Certificate
- 18) Copy of PAN allotment Certificate/ PANCARD issued by Income Tax Department
- 19) Latest Assessment orders under TN VAT Act/CST Act.
- 20) Latest I.T return.
- 21) Latest Service Tax Clearance Certificate.
- 22) Notarized translated English version of the documents in a language other than English/Tamil, if any

Yours faithfully,

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**Encl: As stated above**

## ANNEXURE – III

## DETAILS OF THE TENDERER

1. Name of the Tenderer	
2. Registered Office Address	Telephone Number: Fax : Email : Website, if any
3. Contact Person	Name: Designation: Phone: Mobile: Email:
4. Date of Incorporation	
5. Legal Status	Proprietorship/partnership/Pvt. Limited/Public Limited/ others(Pl. mention)
6. Brief profile of the tenderer	
7. Address of Service Centres	
8. Number of staffs on regular payroll	Technical: Administration:
9. Registration Number as a firm under State Sales Tax Act/VAT	
10. Registration Number as a firm under Central Sales Tax Act	
11. PAN Number	
12. Service Tax Registration Number	
13. PAN Number	

**SIGNATURE OF THE TENDERER**  
(with seal and address)

## ANNUAL TURN OVER STATEMENT

The Annual turnover of M/s ..... for the past three years are given below and certified that the statement is true and correct.

S.no	Year	Turnover in lakh (Rs.)
1	2012-2013	
2	2013-2014	
3	2014-2015	
4	2015-2016	
	Total	Lakh
	Average annual turnover	Lakh

**Note:** Average Turnover of any **three** consecutive financial years will be considered i.e. FY 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16.

**DATE :**

**SIGNATURE OF THE TENDERER**

**SIGNATURE OF CHARTERED ACCOUNTANT**  
(with seal and Address)

**ANNEXURE – V**

**List of customers to whom 650 gm Coir Pith Brick Manufacturing Machine are supplied in the past 5 years**

*(Please provide the details for each project in separate sheet along with work order/completion certificate from client)*

<b>Sl.No</b>	<b>Name &amp; address of the client</b>	<b>Phone / Mobile Number</b>	<b>Quantity Supplied</b>	<b>Year of supply</b>	<b>Work Order /completion certificate enclosed (Yes/No)</b>
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

**SIGNATURE OF THE TENDERER  
(with seal and address)**

**CERTIFICATE**

Date: \_\_\_\_\_

Certified that M/s...../ the firm /company or its partners / share holders had not been blacklisted by any Government Agencies.

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**DECLARATION FORM**

Date: \_\_\_\_\_

a) I/We ..... having our office at ..... do declare that I/We have carefully read all the conditions of tender floated vide tender ref.no.\_\_\_\_\_ for the supply, erection, and commissioning of 650 gm Coir Pith Brick Manufacturing Machine on turnkey basis will complete the contract as per the tender conditions.

b) I/We have downloaded the tender document from the internet site **www.coirboard.nic.in** or [www.itcot.com](http://www.itcot.com). I/We have not tampered / modified the tender document in any manner. In case, if the same is found to be tampered / modified, I/ We understand that my/our tender will be summarily rejected and full Earnest Money Deposit will be forfeited and I /We am/are liable to be banned from doing business with M/s. Eco Coir Cluster India Private Limited /Coir Board or prosecuted.

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**PART-II**

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

The Director,  
M/s. Eco Coir Cluster India Private Limited,  
Implementing Agency, Pollachi Coir Cluster,  
Coimbatore district, Tamil Nadu

Sir,

Sub: Tender for the supply, erection, and commissioning of 650 gm Coir Pith Brick Manufacturing Machine on turnkey basis – Submission of **Part – II** – Price Offer-Reg

Ref:- Our tender (Technical Bid) submitted today for “650 gm Coir Pith Brick Manufacturing Machine on turnkey basis”

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In continuation of our above tender, we submit herewith the price offer for “650 gm Coir Pith Brick Manufacturing Machine on turnkey basis” as specified by M/s. Eco Coir Cluster India Private Limited in this tender document.

We agree to abide by the terms and conditions stipulated by the M/s. Eco Coir Cluster India Private Limited and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the M/s. Eco Coir Cluster India Private Limited in this tender will hold good as per M/s. Eco Coir Cluster India Private Limited tender conditions.

Yours faithfully,

**SIGNATURE OF THE TENDERER**

## PRICE BID

(Amount in Rs.)

Sl. No	Description	Basic price	Excise Duty	VAT	CST	Total Cost
1.	650 gm. Coir Pith Brick Manufacturing Machine – 1 No.					

Amount in Words: Rupees \_\_\_\_\_ only

**SIGNATURE OF THE TENDERER**  
(with seal and address)



**CHECKLIST OF DOCUMENTS****Documents to be enclosed in Part-I:**

- 1) Demand Draft for Rs.12,000/- (Rupees Twelve Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “HI Account Eco Coir Cluster India Private Limited”, payable at Pollachi).
- 2) A covering letter on your letter head addressed to “The Director, M/s. Eco Coir Cluster India Private Limited, Implementing Agency, Pollachi Coir Cluster, Pollachi, Coimbatore district, Tamilnadu” (as per Annexure-II)
- 3) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 4) Letter of Authorization for authorized signatory from the tenderer organization.
- 5) Compliance report to the technical Specifications of the 650 gm Coir Pith Brick Manufacturing Machine as per Annexure-I (a).
- 6) Details of the Tenderer (Annexure-III)
- 7) Average annual turnover of the legal entity in the 3 preceding financial years duly certified by a Chartered Accountant (as per Annexure-IV).
- 8) List of customers to whom 650 gm Coir Pith Brick Manufacturing Machine are supplied in the past 5 years should be enclosed (Annexure-V)
- 9) Declaration for not having black listed by any Govt. agencies (as per Annexure-VI).
- 10) Declaration for not having tampered the Tender documents downloaded from Internet (Annexure-VII).
- 11) The copy of certificate of incorporation/ registration
- 12) Copy of Memorandum and Articles of Association
- 13) Copy of Registered Partnership deed, in case of Partnership Firm
- 14) Copy of Udyog Aadhaar/ Excise/VAT/CST registration
- 15) Purchase Order issued by the clients.
- 16) Performance certificate issued by the clients
- 17) The Annual Report / certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16 should be enclosed.
- 18) Copy of Service Tax Registration Certificate
- 19) Copy of PAN allotment Certificate/ PANCARD issued by Income Tax Department
- 20) Latest Assessment orders under TN VAT Act/CST Act.
- 21) Latest I.T return.
- 22) Latest Service Tax Clearance Certificate.

23) Notarized translated English version of the documents in a language other than English/Tamil, if any

**Documents to be enclosed in Part-II**

- 1) A covering letter on the letter head addressed to The Director, M/s. Eco Coir Cluster India Private Limited, Implementing Agency, Pollachi Coir Cluster, Pollachi, Coimbatore district, Tamilnadu (as per Annexure-VIII)
- 2) Price Bid as per Annexure-IX of the Tender document.

**Both ‘Part I – Technical bid’ cover and ‘Part II – Price bid’ cover must be placed in a separate sealed cover superscripted as “Pollachi Coir Cluster - Tender for the supply, erection, and commissioning of Coir Pith Brick (650 gm) manufacturing machine on turnkey basis” and addressed to “The Director, M/s. Eco Coir Cluster India Private Limited, C/o. Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District, Tamil Nadu”, containing the name and address of the Tenderer.**

**Note: Tenders submitted in unsealed cover would summarily be rejected.**

**M/s. Eco Coir Cluster India Private Limited**  
**Implementing Agency, Pollachi Coir Cluster,**  
**Pollachi, Coimbatore District, Tamilnadu.**  
**Mobile: 88832 62762, E-Mail ID: iaecocoir@gmail.com**

**TENDER DOCUMENT**

**TENDER NOTICE No. SFURTI/TN-POL/01/2016-17**

**TENDER FOR THE SUPPLY, ERECTION AND  
COMMISSIONING OF COCO PEAT DISC  
MANUFACTURING MACHINE ON TURNKEY BASIS**

**Prepared by**

**ITCOT Consultancy and Services Limited**  
**(Technical Agency – SFURTI Coir Clusters, Tamilnadu)**  
**E-mail: itcot@vsnl.com, Website: www.itcot.com**

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# **TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF COCO PEAT DISC MANUFACTURING MACHINE ON TURNKEY BASIS**

## **1. PREAMBLE**

Scheme of Fund for Regeneration of Traditional Industries (SFURTI), the scheme of Ministry of MSME, Government of India envisages development of clusters to organize the traditional industries and artisans for their long term sustainability and economy of scale. Coir Board, the Nodal Agency of coir based clusters, has obtained approval for the development of Pollachi Coir Cluster under SFURTI.

M/s. Eco Coir Cluster India Private Limited, the Special Purpose Vehicle (SPV) & Implementing agency (IA) of Pollachi Coir Cluster, having the administrative office at No.12, Ramegounder Colony, behind CTC Depot, Coimbatore road, Pollachi – 642 002, propose to establish a Common Facility Centre (CFC) at S.F.No. No.235/B2, Suleeswaranpatti village, Pollachi Taluk, Coimbatore District, Tamilnadu with the financial assistance from Government of India under SFURTI.

In this context, M/s. Eco Coir Cluster India Private Limited invites sealed tenders from reputed manufacturers in “Two Cover System” for the supply, erection, and commissioning of Coco Peat Disc Manufacturing machine on turnkey basis through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as 29.07.2016.

## **2. SCOPE OF WORK**

- a) The successful tenderer should undertake supply, erection and commissioning of Coco Peat Disc Manufacturing machine on turnkey basis. The detailed specification is given in Annexure-I.
- b) The successful tenderer should complete supply, erection, commissioning within 60 days from the date of receipt of Purchase Order.

### 3. QUALIFICATION CRITERIA

Clause	Qualification Criteria	Supporting Document
a)	The tenderer should be a registered legal entity.	(i) In case of Private / Public Limited Companies, <ul style="list-style-type: none"> <li>• Copy of Incorporation Certificate issued by the Registrar of Companies &amp;</li> <li>• Copy of Memorandum and Articles of Association</li> </ul> (ii) In case of Partnership Firm, <ul style="list-style-type: none"> <li>• Registered Partnership deed</li> </ul> (iii) In case of Proprietorship Firm, <ul style="list-style-type: none"> <li>• Copy of VAT Registration Certificate / Service Tax Registration Certificate.</li> </ul>
b)	The tenderer should be a manufacturer of Coco Peat Disc Manufacturing machine.	<ul style="list-style-type: none"> <li>• Copy of Udyog Aadhaar/ Excise VAT/CST registration.</li> </ul>
c)	The tenderer should have at least 3 years of experience (as on 31 <sup>st</sup> March 2016) in the manufacturing of Coco Peat Disc Manufacturing machine.	(i) Purchase Order issued by the clients. (ii) Performance certificate issued by the clients. (iii) List of similar orders executed as per Annexure-V
d)	The tenderer should have reported an Average Annual Turnover of Rs.30.00 Lakhs in the last three consecutive financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16.	(i) The average annual turnover statement duly certified by Chartered Accountant as per Annexure IV. (ii) The Annual Report/ certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 consecutive financial years.
e)	The tenderer should not have been blacklisted for supply of any items or services to any Government agency.	The declaration form as per Annexure VI should be enclosed.

### 4. LANGUAGE OF THE TENDER

The Tender prepared by the Tenderer as well as all correspondences and documents relating to the Tender shall be in English language only. If the supporting documents are in a language other

than English/Tamil, the notarized translated English version of the documents should also be enclosed.

## **5. PURCHASE OF TENDER DOCUMENTS**

5(a) The tender document shall be downloaded from **www.coirboard.nic.in** or [www.itcot.com](http://www.itcot.com) at free of cost. The tenderer should give a declaration for not having tampered the Tender document downloaded from Internet (as per Annexure VII).

5(b) The tender document can be downloaded from 29.06.2016 to 28.07.2016.

## **6. PREBID MEETING**

There will be a pre-bid meeting on 20.07.2016 at 11.00 A.M. in Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District,, Tamil Nadu during which the prospective tenderers can get clarifications about the tender. The tenderers shall send their queries in writing if any so as to reach M/s. Eco Coir Cluster India Private Limited at least two days prior to the pre-bid meeting date. The tenderers may also check **www.coirboard.nic.in** or [www.itcot.com](http://www.itcot.com) for up to date information like change in date / venue etc., of pre-bid meeting as M/s. Eco Coir Cluster India Private Limited may not be able to identify and communicate with the prospective bidders at this stage. Non attending of pre-bid meeting is not a disqualification.

## **7. CLARIFICATION ON THE TENDER DOCUMENT**

The tenderers may ask for queries in any of the clauses in the tender document before 48 hours of the opening of the tender. Such queries must be sent in writing to “M/s. Eco Coir Cluster India Private Limited C/o. Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District,, Tamil Nadu”. M/s. Eco Coir Cluster India Private Limited will upload the clarification on **www.coirboard.nic.in** or [www.itcot.com](http://www.itcot.com)

## **8. AMENDMENT OF TENDER DOCUMENT**

M/s. Eco Coir Cluster India Private Limited whether on its own initiative or as a result of a query, suggestion or comment of an Applicant or a Respondent, 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 **www.coirboard.nic.in** or [www.itcot.com](http://www.itcot.com) and the same will be binding on all Applicants or Respondents or Tenderers, as the case may be.

## 9. AUTHORISATION OF THE TENDERER

The Tender should be signed on each page by the Tenderer or by the person who is duly authorized for the same by the Tenderer.

## 10. SUBMISSION OF TENDER IN TWO COVER SYSTEM

10(a) Every page of the terms and conditions of the tender document should be signed and enclosed with the tender, in token of having accepted the tender conditions. Failing which the tender will be rejected summarily.

10(b) Tenders should be submitted in two parts:

a) Part I will cover technical bid and

b) Part II will cover price bid

10(c) Tenderers should ensure submission of all documents along with Part-I and Part II proposal as per the Check list given in Annexure -X.

10(d) Tenderers are requested to submit Part I and Part II in a separate sealed cover superscripting as Part I and Part II respectively. These two Parts namely Part I and Part II must be placed in a separate sealed cover superscripted as “Pollachi Coir Cluster - Tender for the supply, erection, and commissioning of Coco Peat Disc Manufacturing machine on turnkey basis” and addressed to “The Director, M/s. Eco Coir Cluster India Private Limited, C/o. Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District, Tamil Nadu”, containing the name and address of the Tenderer. **Tenders submitted without sealed cover would summarily be rejected.**

10(e) Tenders should be dropped only in the tender box kept at “The Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District, Tamil Nadu” on or before 1.00 PM on 29.07.2016”. Tenders will not be received by hand.

10(f) Alternatively, the tenders can be submitted through registered post or courier so as to reach the above address on or before 01.00 PM on 29.07.2016. Tenders received after the specified time will not be considered and M/s. Eco Coir Cluster India Private Limited will not be liable or responsible for any postal delays.

10(g) A tender once submitted shall not be permitted to be altered or amended.



## **11. EARNEST MONEY DEPOSIT**

- 11(a) The Tender should be accompanied by an Earnest Money Deposit (EMD) to the value of Rs. **10,000/-** (Rupees Ten Thousand only) in the form of Demand Draft drawn on any Indian Nationalised/ Scheduled Commercial Bank in favour of “HI Account Eco Coir Cluster India Private Limited”, payable at Pollachi. The EMD in any other form will not be accepted. The Earnest Money Deposit will be returned to the unsuccessful Tenderers.
- 11(b) EMD will be retained in the case of successful Tenderer and it will not earn any interest and will be dealt with, as provided in the terms and conditions of the tender.
- 11(c) Any request of the tenderer, under any circumstances claiming exemption from payment of EMD will be rejected and their Part II price offer will not be opened.
- 11(d) The amount remitted towards EMD is liable to be forfeited in case the Tenderer fails to undertake the contract after submission of the tender or after acceptance of the offer by M/s. Eco Coir Cluster India Private Limited or fail to sign the Agreement or to remit the Security Deposit.

## **12. VALIDITY**

The rate quoted in the Tender should be valid for the acceptance by the Tender Committee, for a minimum period of **90 days** from the date of opening of the Tender. The accepted rate is valid till the entire contract is completed. Escalation in the rates will not be entertained under any circumstances.

## **13. OPENING AND EVALUATION OF THE TENDER**

- 13(a) The tenders received upto 01.00 PM as per the office clock on 29.07.2016 will be taken up for opening. Tenders received after specified date and time will not be accepted. The Tender will be opened by the Tender committee at 02.00 PM on the same day in the presence of the available Tenderers/ representatives of the Tenderers who choose to be present. The Tenderers or their authorized agents are allowed to be present at the time of opening of the tenders.
- 13(b) Tender Committee will inform the attested and unattested corrections, before the Tenderers and sign all such corrections in the presence of the Tenderers. If any of the Tenderers or agents is not present then, in such cases the Committee will open the tender of the absentee Tenderer and take out the unattested corrections and communicate it to them. The absentee Tenderer should accept the corrections without any question whatsoever.
- 13(c) If the date fixed for opening of the tender happens to be a Government holiday, the sealed tenders will be received up to 01.00 PM on the next working day and opened at 02.00 PM on the same day.

- 13(d) The Technical bid will be evaluated by Tender Committee in terms of the qualification Criteria. Tender Committee reserves the right to disqualify any of the tender if is not satisfied with the documents furnished.
- 13(e) M/s. Eco Coir Cluster India Private Limited may arrange for field inspection, if necessary, to verify their pre-qualifying conditions before opening of Part II cover and in case if any failure to satisfy the requirements, their Tender will be rejected and their Part-II Cover will not be opened.
- 13(f) The Tenderers declared as qualified will be informed the date of opening of Part II (Price bid).

#### **14. PRICE OFFER**

- 14(a) The Price bid should be kept only in the Part II cover.
- 14(b) The price bid should be prepared as per Annexure-IX.
- 14(c) The price should be neatly and legibly written both in figures and words.
- 14(d) In case of discrepancy between the prices quoted in words and figures lower of the two shall be considered.
- 14(e) Part-II bid should not contain any commercial conditions. Variation in the commercial terms and conditions of the tender will not be accepted.

#### **15. EVALUATION OF THE PRICE**

- 15(a) The Tender committee will examine for complete, properly signed and error-free nature of the Price bid (Part II).
- 15(b) The comparison of the rates offered shall be on the basis of the total rates offered inclusive of all taxes, transportation, performance guarantee etc .

#### **16. AWARD OF CONTRACT**

The Tenderer who has quoted lowest price (L1) will be invited for negotiations. After finalizing the negotiated rate, Letter of Acceptance will be issued.

#### **17. SECURITY DEPOSIT**

- 17(a) On receipt of the Letter of Acceptance from the M/s. Eco Coir Cluster India Private Limited, the successful Tenderer should remit a Security Deposit (SD) of 5% of the value of the contract, by way of either Demand Draft drawn on any scheduled commercial bank in favour of ‘HI Account Eco Coir Cluster India Private Limited’, payable at Pollachi or

irrevocable Bank Guarantee in favour of M/s. Eco Coir Cluster India Private Limited with a validity period of 12 months, within 10 (Ten) working days from the date of receipt of letter of acceptance. The EMD shall be adjusted with the SD.

17(b) Any other amount pending with M/s. Eco Coir Cluster India Private Limited will not be adjusted under any circumstances, against the Security Deposit if so requested.

17(c) If the SD amount is not paid within the time specified, the EMD remitted by the Tenderer shall be forfeited, besides cancelling the communication of acceptance of the Tender.

17(d) SD amount remitted will not earn any interest.

## **18. AGREEMENT**

The successful tenderer should execute an agreement as may be drawn up to suit the conditions on a non-judicial stamp paper of value, as prescribed in law on the date of remittance of Security Deposit and shall pay for all stamps and legal expenses incidental thereto. In the event of failure to execute the agreement, within the time prescribed, the EMD/SD amount remitted by the tenderer will be forfeited besides cancelling the Tender.

## **19. ISSUE OF PURCHASE ORDER**

After payment of Security Deposit and successful execution of the agreement, Purchase Order will be released to the tendered items within 10 days by the SPV. The successful tenderer should complete supply, erection and commissioning of Coco Peat Disc Manufacturing machine within 60 days from the date of receipt of Purchase Order.

## **20. SCHEDULE OF SUPPLY**

20(a) The specification of Coco Peat Disc Manufacturing machine should be as per Annexure-I.

20(b) The delivery of Coco Peat Disc Manufacturing machine ordered shall be completed within 60 days from the date of issue of purchase order. Delay beyond this period will attract penalty.

20(c) The Coco Peat Disc Manufacturing machine should be delivered and installed at S.F.No. No.235/B2, Suleeswaranpatti village, Pollachi Taluk, Coimbatore District, Tamilnadu.

20(d) If the contract is not completed within the stipulated time or extended time, M/s. Eco Coir Cluster India Private Limited 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 EMD and Security Deposit.

20(e) In the event of non- performance of the contractual provisions or failure to effect the supply within the stipulated time or during the extended period and if it is found that the Contractor, has not fulfilled the contractual obligation with M/s. Eco Coir Cluster India

Private Limited in any manner during the currency of the contract or also found on later date, M/s. Eco Coir Cluster India Private Limited reserves the right to disqualify such supplier to participate in future tenders or black list the firm up to a maximum period of 5 years.

20(f) Every step will be taken by the SPV to make infrastructure ready at the scheduled time of dispatch of Plant & Machinery. If there is any delay due to any reason on the part of the SPV, release of payment will be considered on the basis of delivery schedule given in Purchase Order.

## **21. PERFORMANCE TEST**

21(a) The successful tenderer shall demonstrate the performance of the Coco Peat Disc Manufacturing machine in complete conformity with the relevant technical specifications and performance parameters as specified in the Purchase Order.

21(b) This demonstration should be done as stipulated by the M/s. Eco Coir Cluster India Private Limited as required by the SPV.

21(c) The performance tests should be completed within 15 days from the date of installation of Coco Peat Disc Manufacturing machine.

## **22. TRAINING OF STAFF**

22(a) The tenderer should provide training to Staffs on the operation and maintenance of Coco Peat Disc Manufacturing machine before the commencement of performance test.

22(b) The tenderer should provide 2 hard copies and soft copies of brochures & operation manuals for Coco Peat Disc Manufacturing machine.

## **23. PERFORMANCE GUARANTEE**

23(a) The Coco Peat Disc Manufacturing machine and its accessories are to be guaranteed, for a period of twelve months from the date of completion of performance test against manufacturing defect, bad workman ship or poor performance.

23(b) During performance guarantee period of 12 months they should attend any call from M/s. Eco Coir Cluster India Private Limited immediately, in case of any problems, related to operation or malfunctioning of the machine, without any delay for regular functioning of the cluster. The above service should be done at Free of cost.

23(c) Upon the complete fulfillment of this contract by the supplier, to the satisfaction of the M/s. Eco Coir Cluster India Private Limited, after completion of one year period, for the satisfactory performance of the machine, the performance security (bank guarantee) furnished by the tenderer will be returned to him, after recovery of dues if any.

## **24. PAYMENT CONDITIONS**

- 24(a) **20% of contract value** will be paid on execution of agreement. The Tenderer should produce Bank guarantee for the equal amount, which should be valid for a minimum period of 12 months. If necessary the bank guarantee should be extended for the required period as requested by M/s. Eco Coir Cluster India Private Limited.
- 24(b) **75% of the contract value** will be paid on receipt of the complete set of machinery as per the order in full in good condition, at the destination, after acceptance by the tender committee.
- 24(c) **The balance 5% and SD** will be released only after satisfactory completion of the entire contract, including performance test and submission of bank guarantee equivalent to 10% of the total value of contract valid for 1 year towards performance guarantee.
- 24(d) M/s. Eco Coir Cluster India Private Limited also reserves the right to recover any dues from the tenderer, which is found on later date, during audit/excess payment, after final settlement is made to them. The successful tenderer is liable to pay such dues to the M/s. Eco Coir Cluster India Private Limited immediately on demand, without raising any dispute/protest.

## **25. PENALTY**

- 25(a) Failure to execute the entire contract within 60 days from the date of issue of purchase order will attract a penalty of 1% per week, on the full value of the contract upto a maximum of 5%. Delays beyond that period will result in cancellation of the orders.
- 25(b) The response time for attending the complaint raised by M/s. Eco Coir Cluster India Private Limited has to be within 24 hours and resolution time for the same has to be within the next 48 hours. Failure to comply with the above time line will attract a penalty of Rs.1000/- per day.
- 25(c) Any delay on the part of M/s. Eco Coir Cluster India Private Limited should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict M/s. Eco Coir Cluster India Private Limited from levying penalty.

## **26. TERMINATION OF THE CONTRACT**

M/s. Eco Coir Cluster India Private Limited reserves the right to terminate the contract at any time during the validity period, on account of non-fulfilment of contract, on any count.

## **27. GENERAL CONDITIONS**

- 27(a) Conditional Tender in any form will not be accepted.
- 27(b) Any notice regarding any problems, to the supplier shall deemed to be sufficiently served, if given in writing at his usual or last known place of business.

- 27(c) The Tender Committee reserves the right to reject any or all the tenders without assigning any reason thereof.
- 27(d) The Tender Committee reserves the right to reduce or enhance quantity or items of supply without assigning any reason thereof.
- 27(e) The Tender Committee reserves the right to relax or waive or amend any of the tender conditions.
- 27(f) 'C' form will be issued by the SPV for other state purchase.

## **28. ARBITRATION**

- 28(a) 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 M/s. Eco Coir Cluster India Private Limited / 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 Chairman, Coir Board for nominating an Arbitrator, the Arbitration proceedings being governed by the Arbitration and Conciliation (Amendment) Act 2015.
- 28(b) The venue of the Arbitration shall be at the Regional Office, Coir Board, Pollachi. The decision of the Arbitrator shall be final and binding on both the parties to the Arbitration.
- 28(c) 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 Coimbatore only.

## **29. JURISDICTION OF THE COURT**

Any dispute arising out of non-fulfillment of any of the terms and conditions of this Tender/Agreement or any other dispute arising out of the arbitration award will be subject to the jurisdiction of the Courts in Coimbatore only.

We agree to the above terms and conditions.

**SIGNATURE OF THE TENDERER**

**DATE:**

**NAME IN BLOCK LETTERS:**

**DESIGNATION:**

**ADDRESS:**

## TECHNICAL SPECIFICATIONS

### MINIMUM SPECIFICATIONS OF COCO PEAT DISC MANUFACTURING MACHINE

**I – (i): Specification for Product/Machinery Output/ Performance (Strict adherence required)**

<b>Product /Machine output/ Performance Requirement</b>	
Disc Weight	100 Gram
Disc Size	100 mm dia; 25 mm thickness (six cavity)
Production Capacity	500 pieces/hour

The tenderer shall offer the Coco peat manufacturing machine strictly meeting the above requirements on Product/Machinery output.

**I – (ii): Machinery Specification (Equivalent/Superior specification required)**

Description	Specification
<b>Power Pack</b>	
Motor	15 HP
Max. Operating Pressure	175 Kg/Sq.cm
<b>Cylinders</b>	
Main Cylinder Force	150 Tons
Main Cylinder Stroke	850 mm
Ejection Cylinder Force	20 Tons
Ejection Cylinder Stroke	200 mm
<b>Operations</b>	
Mode of Operation	Manual push buttons and fully automatic PLC control
Cycle Control	Limit Sensors, Safety Sensors must

The above machinery specifications are proposed for the required Product/ Machine output/ performance stated in Item Annexure I (i). Electric Motor should be of reputed brand, three phases with optimum output power suitable for smooth functioning, maximum production with minimum power consumption provided with starters and safety features with minimum warranty of one year. Machinery should be capable of producing the required quality and quantity prescribed. Specific Details of the machineries developed by adopting suitable technologies for quality improvement, output and reduced operational cost can be submitted on separate sheet.

The tenderer shall offer the Coco peat manufacturing machine with EQUIVALENT / SUPERIOR specifications to meet the Product/ Machine output/ performance requirements mentioned in Item Annexure I (i) of this section. Any accessories/parts/components not

specifically stated in the specification but which are necessary for satisfactory operation of the Coco peat manufacturing machine shall deem to be included in the scope of supply.

The above specifications are minimum requirements. The tenderer shall offer the Coco Peat Disc Manufacturing machine strictly meeting the above requirements or with better specifications. Any accessories/parts/components not specifically stated in the specification but which are necessary for satisfactory operation of the Coco Peat Disc Manufacturing machine shall deem to be included in the scope of supply.



**COMPLIANCE TO THE TECHNICAL SPECIFICATIONS**

The tenderers should specify the specifications of Coco Peat Disc Manufacturing machine to be supplied. The Compliance report should be enclosed along with technical bid. Specifications of offered Coco Peat Disc Manufacturing machine is to be written clearly in the column of “OFFERED SPECIFICATIONS” in the table given below. Offers without clear specifications on the said column will be treated as non-responsive and rejected.

**I – (i): Specification for Product/Machinery Output/ Performance**

<b>Product /Machine output/ Performance Requirement</b>	
Disc Weight	
Disc Size	
Production Capacity	

**I – (ii): Machinery Specification**

<b>Description</b>	<b>Specification</b>
<b>Power Pack</b>	
Motor	
Max. Operating Pressure	
<b>Cylinders</b>	
Main Cylinder Force	
Main Cylinder Stroke	
Ejection Cylinder Force	
Ejection Cylinder Stroke	
<b>Operations</b>	
Mode of Operation	
Cycle Control	

**PART-I**

Date: \_\_\_\_\_

From,

Name:  
Address:  
Ph:  
Fax:  
E-mail:

To,

The Director,  
M/s. Eco Coir Cluster India Private Limited,  
Implementing Agency, Pollachi Coir Cluster,  
Coimbatore district, Tamil Nadu

Sir,

Sub: Tender for the supply, erection, and commissioning of Coco Peat Disc  
Manufacturing machine on turnkey basis – Submission of **Part I** –Reg .  
Ref: Your Tender Notice Dt. ....

With reference to your tender notice, we submit herewith our sealed tender for the supply, erection, and commissioning of Coco Peat Disc Manufacturing machine on turnkey basis as specified by M/s. Eco Coir Cluster India Private Limited in this tender document.

We enclose the following documents:

- 1) Demand Draft for Rs.10,000/- (Rupees Ten Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “HI Account Eco Coir Cluster India Private Limited”, payable at Pollachi).
- 2) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 3) Letter of Authorization for authorized signatory from the tenderer organization.
- 4) Compliance report to the technical Specifications of the Coco Peat Disc Manufacturing machine as per Annexure-I (a).

- 5) Details of the Tenderer (Annexure-III)
- 6) Average annual turnover of the legal entity in the 3 preceding financial years duly certified by a Chartered Accountant (as per Annexure-IV).
- 7) List of customers to whom Coco Peat Disc Manufacturing machine are supplied in the past 5 years should be enclosed (Annexure-V)
- 8) Declaration for not having black listed by any Govt. agencies (as per Annexure-VI).
- 9) Declaration for not having tampered the Tender documents downloaded from Internet (Annexure-VII).
- 10) The copy of certificate of incorporation/ registration
- 11) Copy of Memorandum and Articles of Association
- 12) Copy of Registered Partnership deed, in case of Partnership Firm
- 13) Copy of Udyog Aadhaar/ Excise/VAT/CST registration
- 14) Purchase Order issued by the clients.
- 15) Performance certificate issued by the clients
- 16) The Annual Report / certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16 should be enclosed.
- 17) Copy of Service Tax Registration Certificate
- 18) Copy of PAN allotment Certificate/ PANCARD issued by Income Tax Department
- 19) Latest Assessment orders under TN VAT Act/CST Act.
- 20) Latest I.T return.
- 21) Latest Service Tax Clearance Certificate.
- 22) Notarized translated English version of the documents in a language other than English/Tamil, if any

Yours faithfully,

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**Encl: As stated above**

**ANNEXURE – III****DETAILS OF THE TENDERER**

1. Name of the Tenderer	
2. Registered Office Address	Telephone Number: Fax : Email : Website, if any
3. Contact Person	Name: Designation: Phone: Mobile: Email:
4. Date of Incorporation	
5. Legal Status	Proprietorship/partnership/Pvt. Limited/Public Limited/ others(Pl. mention)
6. Brief profile of the tenderer	
7. Address of Service Centres	
8. Number of staffs on regular payroll	Technical: Administration:
9. Registration Number as a firm under State Sales Tax Act/VAT	
10. Registration Number as a firm under Central Sales Tax Act	
11. PAN Number	
12. Service Tax Registration Number	
13. PAN Number	

**SIGNATURE OF THE TENDERER**  
(with seal and address)

## ANNUAL TURN OVER STATEMENT

The Annual turnover of M/s ..... for the past three years are given below and certified that the statement is true and correct.

S.no	Year	Turnover in lakh (Rs.)
1	2012-2013	
2	2013-2014	
3	2014-2015	
4	2015-2016	
	Total	Lakh
	Average annual turnover	Lakh

**Note:** Average Turnover of any **three** consecutive financial years will be considered i.e. FY 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16.

**DATE :**

**SIGNATURE OF THE TENDERER**

**SIGNATURE OF CHARTERED ACCOUNTANT**  
(with seal and Address)

**ANNEXURE – V**

**List of customers to whom Coco Peat Disc Manufacturing machine are supplied in the past  
5 years**

*(Please provide the details for each project in separate sheet along with work order/completion  
certificate from client)*

<b>Sl.No</b>	<b>Name &amp; address of the client</b>	<b>Phone / Mobile Number</b>	<b>Quantity Supplied</b>	<b>Year of supply</b>	<b>Work Order /completion certificate enclosed (Yes/No)</b>
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

**SIGNATURE OF THE TENDERER  
(with seal and address)**

**CERTIFICATE**

Date: \_\_\_\_\_

Certified that M/s...../ the firm /company or its partners / share holders had not been blacklisted by any Government Agencies.

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**DECLARATION FORM**

Date: \_\_\_\_\_

a) I/We ..... having our office at ..... do declare that I/We have carefully read all the conditions of tender floated vide tender ref.no.\_\_\_\_\_ for the supply, erection, and commissioning of Coco Peat Disc Manufacturing machine on turnkey basis will complete the contract as per the tender conditions.

b) I/We have downloaded the tender document from the internet site **www.coirboard.nic.in** or [www.itcot.com](http://www.itcot.com) I/We have not tampered / modified the tender document in any manner. In case, if the same is found to be tampered / modified, I/ We understand that my/our tender will be summarily rejected and full Earnest Money Deposit will be forfeited and I /We am/are liable to be banned from doing business with M/s. Eco Coir Cluster India Private Limited /Coir Board or prosecuted.

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**



**PART-II**

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

The Director,  
M/s. Eco Coir Cluster India Private Limited,  
Implementing Agency, Pollachi Coir Cluster,  
Coimbatore district, Tamil Nadu

Sir,

Sub: Tender for the supply, erection, and commissioning of Coco Peat Disc Manufacturing machine on turnkey basis – Submission of **Part – II** – Price Offer-Reg

Ref:- Our tender (Technical Bid) submitted today for “Coco Peat Disc Manufacturing machine on turnkey basis”

---

In continuation of our above tender, we submit herewith the price offer for “Coco Peat Disc Manufacturing machine on turnkey basis” as specified by M/s. Eco Coir Cluster India Private Limited in this tender document.

We agree to abide by the terms and conditions stipulated by the M/s. Eco Coir Cluster India Private Limited and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the M/s. Eco Coir Cluster India Private Limited in this tender will hold good as per M/s. Eco Coir Cluster India Private Limited tender conditions.

Yours faithfully,

**SIGNATURE OF THE TENDERER**

## PRICE BID

(Amount in Rs.)

Sl. No	Description	Basic price	Excise Duty	VAT	CST	Total Cost
1.	Coco Peat Disc Manufacturing machine – 1 No.					

Amount in Words: Rupees \_\_\_\_\_ only

**SIGNATURE OF THE TENDERER**  
(with seal and address)

**CHECKLIST OF DOCUMENTS****Documents to be enclosed in Part-I:**

- 1) Demand Draft for Rs.10,000/- (Rupees Ten Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “HI Account Eco Coir Cluster India Private Limited”, payable at Pollachi”).
- 2) A covering letter on your letter head addressed to The Director, M/s. Eco Coir Cluster India Private Limited, Implementing Agency, Pollachi Coir Cluster, Pollachi, Coimbatore District, Tamilnadu (as per Annexure-II)
- 3) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 4) Letter of Authorization for authorized signatory from the tenderer organization.
- 5) Compliance report to the technical Specifications of the Coco Peat Disc Manufacturing machine as per Annexure-I (a).
- 6) Details of the Tenderer (Annexure-III)
- 7) Average annual turnover of the legal entity in the 3 preceding financial years duly certified by a Chartered Accountant (as per Annexure-IV).
- 8) List of customers to whom Coco Peat Disc Manufacturing machine are supplied in the past 5 years should be enclosed (Annexure-V)
- 9) Declaration for not having black listed by any Govt. agencies (as per Annexure-VI).
- 10) Declaration for not having tampered the Tender documents downloaded from Internet (Annexure-VII).
- 11) The copy of certificate of incorporation/ registration
- 12) Copy of Memorandum and Articles of Association
- 13) Copy of Registered Partnership deed, in case of Partnership Firm
- 14) Copy of Udyog Aadhaar/ Excise/VAT/CST registration
- 15) Purchase Order issued by the clients.
- 16) Performance certificate issued by the clients
- 17) The Annual Report / certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16 should be enclosed.
- 18) Copy of Service Tax Registration Certificate
- 19) Copy of PAN allotment Certificate/ PANCARD issued by Income Tax Department
- 20) Latest Assessment orders under TN VAT Act/CST Act.
- 21) Latest I.T return.
- 22) Latest Service Tax Clearance Certificate.

23) Notarized translated English version of the documents in a language other than English/Tamil, if any

**Documents to be enclosed in Part-II**

- 1) A covering letter on the letter head addressed to The Director, M/s. Eco Coir Cluster India Private Limited, Implementing Agency, Pollachi Coir Cluster, Pollachi, Coimbatore District, Tamilnadu (as per Annexure-VIII)
- 2) Price Bid as per Annexure-IX of the Tender document.

**Both ‘Part I – Technical bid’ cover and ‘Part II – Price bid’ cover must be placed in a separate sealed cover** superscripted as “Pollachi Coir Cluster - Tender for the supply, erection, and commissioning of Coco peat disc manufacturing machine on turnkey basis” and addressed to “The Director, M/s. Eco Coir Cluster India Private Limited, C/o. Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District, Tamil Nadu”, containing the name and address of the Tenderer.

**Note: Tenders submitted in unsealed cover would summarily be rejected.**

**M/s. Eco Coir Cluster India Private Limited**  
**Implementing Agency, Pollachi Coir Cluster,**  
**Pollachi, Coimbatore District, Tamilnadu.**  
**Mobile: 88832 62762, E-Mail ID: iaecocoir@gmail.com**

**TENDER DOCUMENT**

**TENDER NOTICE No. SFURTI/TN-POL/01/2016-17**

**TENDER FOR THE SUPPLY, ERECTION AND  
COMMISSIONING OF COIR GROW BAG  
MANUFACTURING MACHINE ON TURNKEY BASIS**

**Prepared by**

**ITCOT Consultancy and Services Limited**

(Technical Agency – SFURTI Coir Clusters, Tamilnadu)

**E-mail:** itcot@vsnl.com, **Website:** www.itcot.com

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# **TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF COIR GROW BAG MANUFACTURING MACHINE ON TURNKEY BASIS**

## **1. PREAMBLE**

Scheme of Fund for Regeneration of Traditional Industries (SFURTI), the scheme of Ministry of MSME, Government of India envisages development of clusters to organize the traditional industries and artisans for their long term sustainability and economy of scale. Coir Board, the Nodal Agency of coir based clusters, has obtained approval for the development of Pollachi Coir Cluster under SFURTI.

M/s. Eco Coir Cluster India Private Limited, the Special Purpose Vehicle (SPV) & Implementing agency (IA) of Pollachi Coir Cluster, having the administrative office at No.12, Ramegounder Colony, behind CTC Depot, Coimbatore road, Pollachi – 642 002, propose to establish a Common Facility Centre (CFC) at S.F.No. No.235/B2, Suleeswaranpatti village, Pollachi Taluk, Coimbatore District, Tamilnadu with the financial assistance from Government of India under SFURTI.

In this context, M/s. Eco Coir Cluster India Private Limited invites sealed tenders from reputed manufacturers in “Two Cover System” for the supply, erection, and commissioning of Coir Grow Bag Manufacturing Machine on turnkey basis through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as 29.07.2016.

## **2. SCOPE OF WORK**

- a) The successful tenderer should undertake supply, erection and commissioning of Coir Grow Bag Manufacturing Machine on turnkey basis. The detailed specification is given in Annexure-I.
- b) The successful tenderer should complete supply, erection, commissioning within 60 days from the date of receipt of Purchase Order.

### 3. QUALIFICATION CRITERIA

Clause	Qualification Criteria	Supporting Document
a)	The tenderer should be a registered legal entity.	(i) In case of Private / Public Limited Companies, <ul style="list-style-type: none"> <li>• Copy of Incorporation Certificate issued by the Registrar of Companies &amp;</li> <li>• Copy of Memorandum and Articles of Association</li> </ul> (ii) In case of Partnership Firm, <ul style="list-style-type: none"> <li>• Registered Partnership deed</li> </ul> (iii) In case of Proprietorship Firm, <ul style="list-style-type: none"> <li>• Copy of VAT Registration Certificate / Service Tax Registration Certificate.</li> </ul>
b)	The tenderer should be a manufacturer of Coir Grow Bag Manufacturing Machine.	<ul style="list-style-type: none"> <li>• Copy of Udyog Aadhaar/ Excise VAT/CST registration.</li> </ul>
c)	The tenderer should have at least 3 years of experience (as on 31 <sup>st</sup> March 2016) in the manufacturing of Coir Grow Bag Manufacturing Machine.	(i) Purchase Order issued by the clients. (ii) Performance certificate issued by the clients. (iii) List of similar orders executed as per Annexure-V
d)	The tenderer should have reported an Average Annual Turnover of <b>Rs.60.00 Lakhs</b> in the last three consecutive financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16.	(i) The average annual turnover statement duly certified by Chartered Accountant as per Annexure IV. (ii) The Annual Report/ certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 consecutive financial years.
e)	The tenderer should not have been blacklisted for supply of any items or services to any Government agency.	The declaration form as per Annexure VI should be enclosed.

### 4. LANGUAGE OF THE TENDER

The Tender prepared by the Tenderer as well as all correspondences and documents relating to the Tender shall be in English language only. If the supporting documents are in a language other



than English/Tamil, the notarized translated English version of the documents should also be enclosed.

## **5. PURCHASE OF TENDER DOCUMENTS**

5(a) The tender document shall be downloaded from **www.coirboard.nic.in** or [www.itcot.com](http://www.itcot.com) at free of cost. The tenderer should give a declaration for not having tampered the Tender document downloaded from Internet (as per Annexure VII).

5(b) The tender document can be downloaded from 29.06.2016 to 28.07.2016.

## **6. PREBID MEETING**

There will be a pre-bid meeting on 20.07.2016 at 11.00 A.M. in Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District,, Tamil Nadu during which the prospective tenderers can get clarifications about the tender. The tenderers shall send their queries in writing if any so as to reach M/s. Eco Coir Cluster India Private Limited at least two days prior to the pre-bid meeting date. The tenderers may also check **www.coirboard.nic.in** or [www.itcot.com](http://www.itcot.com) for up to date information like change in date / venue etc., of pre-bid meeting as M/s. Eco Coir Cluster India Private Limited may not be able to identify and communicate with the prospective bidders at this stage. Non attending of pre-bid meeting is not a disqualification.

## **7. CLARIFICATION ON THE TENDER DOCUMENT**

The tenderers may ask for queries in any of the clauses in the tender document before 48 hours of the opening of the tender. Such queries must be sent in writing to “M/s. Eco Coir Cluster India Private Limited C/o. Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District,, Tamil Nadu”. M/s. Eco Coir Cluster India Private Limited will upload the clarification on **www.coirboard.nic.in** or [www.itcot.com](http://www.itcot.com).

## **8. AMENDMENT OF TENDER DOCUMENT**

M/s. Eco Coir Cluster India Private Limited whether on its own initiative or as a result of a query, suggestion or comment of an Applicant or a Respondent, 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 **www.coirboard.nic.in** or [www.itcot.com](http://www.itcot.com) and the same will be binding on all Applicants or Respondents or Tenderers, as the case may be.

## 9. AUTHORISATION OF THE TENDERER

The Tender should be signed on each page by the Tenderer or by the person who is duly authorized for the same by the Tenderer.

## 10. SUBMISSION OF TENDER IN TWO COVER SYSTEM

10(a) Every page of the terms and conditions of the tender document should be signed and enclosed with the tender, in token of having accepted the tender conditions. Failing which the tender will be rejected summarily.

10(b) Tenders should be submitted in two parts:

- a) Part I will cover technical bid and
- b) Part II will cover price bid

10(c) Tenderers should ensure submission of all documents along with Part-I and Part II proposal as per the Check list given in Annexure -X.

10(d) Tenderers are requested to submit Part I and Part II in a separate sealed covers. Part I cover to be superscripted as **“Part I – Technical bid”** and Part II cover to be superscripted as **“Part II – Price bid”** respectively. These two Parts namely Part I and Part II must be placed in a separate sealed cover superscripted as **“Pollachi Coir Cluster - Tender for the supply, erection, and commissioning of Coir Grow Bag Manufacturing Machine on turnkey basis”** and addressed to **“The Director, M/s. Eco Coir Cluster India Private Limited, C/o. Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore Dsitrict, Tamil Nadu”**, containing the name and address of the Tenderer. **Tenders submitted without sealed cover would summarily be rejected.**

10(e) Tenders should be dropped only in the tender box kept at **“The Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore Dsitrict,, Tamil Nadu”** on or before 1.00 PM on 29.07.2016”. Tenders will not be received by hand.

10(f) Alternatively, the tenders can be submitted through registered post or courier so as to reach the above address on or before 1.00 PM on 29.07.2016. Tenders received after the specified time will not be considered and M/s. Eco Coir Cluster India Private Limited will not be liable or responsible for any postal delays.

10(g) A tender once submitted shall not be permitted to be altered or amended.

## **11. EARNEST MONEY DEPOSIT**

- 11(a) The Tender should be accompanied by an Earnest Money Deposit (EMD) to the value of Rs. **20,000/-** (Rupees Twenty Thousand only) in the form of Demand Draft drawn on any Indian Nationalised/ Scheduled Commercial Bank in favour of “HI Account Eco Coir Cluster India Private Limited”, payable at Pollachi. The EMD in any other form will not be accepted. The Earnest Money Deposit will be returned to the unsuccessful Tenderers.
- 11(b) EMD will be retained in the case of successful Tenderer and it will not earn any interest and will be dealt with, as provided in the terms and conditions of the tender.
- 11(c) Any request of the tenderer, under any circumstances claiming exemption from payment of EMD will be rejected and their Part II price offer will not be opened.
- 11(d) The amount remitted towards EMD is liable to be forfeited in case the Tenderer fails to undertake the contract after submission of the tender or after acceptance of the offer by M/s. Eco Coir Cluster India Private Limited or fail to sign the Agreement or to remit the Security Deposit.

## **12. VALIDITY**

The rate quoted in the Tender should be valid for the acceptance by the Tender Committee, for a minimum period of **90 days** from the date of opening of the Tender. The accepted rate is valid till the entire contract is completed. Escalation in the rates will not be entertained under any circumstances.

## **13. OPENING AND EVALUATION OF THE TENDER**

- 13(a) The tenders received upto 1.00 PM as per the office clock on 29.07.2016 will be taken up for opening. Tenders received after specified date and time will not be accepted. The Tender will be opened by the Tender committee at 02.00 PM on the same day in the presence of the available Tenderers/ representatives of the Tenderers who choose to be present. The Tenderers or their authorized agents are allowed to be present at the time of opening of the tenders.
- 13(b) Tender Committee will inform the attested and unattested corrections, before the Tenderers and sign all such corrections in the presence of the Tenderers. If any of the Tenderers or agents is not present then, in such cases the Committee will open the tender of the absentee Tenderer and take out the unattested corrections and communicate it to them. The absentee Tenderer should accept the corrections without any question whatsoever.

- 13(c) If the date fixed for opening of the tender happens to be a Government holiday, the sealed tenders will be received up to 1.00 PM on the next working day and opened at 02.00 PM on the same day.
- 13(d) The Technical bid will be evaluated by Tender Committee in terms of the qualification Criteria. Tender Committee reserves the right to disqualify any of the tender if is not satisfied with the documents furnished.
- 13(e) M/s. Eco Coir Cluster India Private Limited may arrange for field inspection, if necessary, to verify their pre-qualifying conditions before opening of Part II cover and in case if any failure to satisfy the requirements, their Tender will be rejected and their Part-II Cover will not be opened.
- 13(f) The Tenderers declared as qualified will be informed the date of opening of Part II (Price bid).

#### **14. PRICE OFFER**

- 14(a) The Price bid should be kept only in the Part II cover.
- 14(b) The price bid should be prepared as per Annexure-IX.
- 14(c) The price should be neatly and legibly written both in figures and words.
- 14(d) In case of discrepancy between the prices quoted in words and figures lower of the two shall be considered.
- 14(e) Part-II bid should not contain any commercial conditions. Variation in the commercial terms and conditions of the tender will not be accepted.

#### **15. EVALUATION OF THE PRICE**

- 15(a) The Tender committee will examine for complete, properly signed and error-free nature of the Price bid (Part II).
- 15(b) The comparison of the rates offered shall be on the basis of the total rates offered inclusive of all taxes, transportation, performance guarantee etc .

#### **16. AWARD OF CONTRACT**

The Tenderer who has quoted lowest price (L1) will be invited for negotiations. After finalizing the negotiated rate, Letter of Acceptance will be issued.

## **17. SECURITY DEPOSIT**

- 17(a) On receipt of the Letter of Acceptance from the M/s. Eco Coir Cluster India Private Limited, the successful Tenderer should remit a Security Deposit (SD) of 5% of the value of the contract, by way of either Demand Draft drawn on any scheduled commercial bank in favour of ‘HI Account Eco Coir Cluster India Private Limited’, payable at Pollachi or irrevocable Bank Guarantee in favour of M/s. Eco Coir Cluster India Private Limited with a validity period of 12 months, within 10 (Ten) working days from the date of receipt of letter of acceptance. The EMD shall be adjusted with the SD.
- 17(b) Any other amount pending with M/s. Eco Coir Cluster India Private Limited will not be adjusted under any circumstances, against the Security Deposit if so requested.
- 17(c) If the SD amount is not paid within the time specified, the EMD remitted by the Tenderer shall be forfeited, besides cancelling the communication of acceptance of the Tender.
- 17(d) SD amount remitted will not earn any interest.

## **18. AGREEMENT**

The successful tenderer should execute an agreement as may be drawn up to suit the conditions on a non-judicial stamp paper of value, as prescribed in law on the date of remittance of Security Deposit and shall pay for all stamps and legal expenses incidental thereto. In the event of failure to execute the agreement, within the time prescribed, the EMD/SD amount remitted by the tenderer will be forfeited besides cancelling the Tender.

## **19. ISSUE OF PURCHASE ORDER**

After payment of Security Deposit and successful execution of the agreement, Purchase Order will be released to the tendered items within 10 days by the SPV. The successful tenderer should complete supply, erection and commissioning of Coir Grow Bag Manufacturing Machine within 60 days from the date of receipt of Purchase Order.

## **20. SCHEDULE OF SUPPLY**

- 20(a) The specification of Coir Grow Bag Manufacturing Machine should be as per Annexure-I.
- 20(b) The delivery of Coir Grow Bag Manufacturing Machine ordered shall be completed within 60 days from the date of issue of purchase order. Delay beyond this period will attract penalty.

- 20(c) The Coir Grow Bag Manufacturing Machine should be delivered and installed at S.F.No. No.235/B2, Suleeswaranpatti village, Pollachi Taluk, Coimbatore District .
- 20(d) If the contract is not completed within the stipulated time or extended time, M/s. Eco Coir Cluster India Private Limited 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 EMD and Security Deposit.
- 20(e) In the event of non- performance of the contractual provisions or failure to effect the supply within the stipulated time or during the extended period and if it is found that the Contractor, has not fulfilled the contractual obligation with M/s. Eco Coir Cluster India Private Limited in any manner during the currency of the contract or also found on later date, M/s. Eco Coir Cluster India Private Limited reserves the right to disqualify such supplier to participate in future tenders or black list the firm up to a maximum period of 5 years.
- 20(f) Every step will be taken by the SPV to make infrastructure ready at the scheduled time of dispatch of Plant & Machinery. If there is any delay due to any reason on the part of the SPV, release of payment will be considered on the basis of delivery schedule given in Purchase Order.

## **21. PERFORMANCE TEST**

- 21(a) The successful tenderer shall demonstrate the performance of the Coir Grow Bag Manufacturing Machine in complete conformity with the relevant technical specifications and performance parameters as specified in the Purchase Order.
- 21(b) This demonstration should be done as stipulated by the M/s. Eco Coir Cluster India Private Limited as required by the SPV.
- 21(c) The performance tests should be completed within 15 days from the date of installation of Coir Grow Bag Manufacturing Machine.

## **22. TRAINING OF STAFF**

- 22(a) The tenderer should provide training to Staffs on the operation and maintenance of Coir Grow Bag Manufacturing Machine before the commencement of performance test.
- 22(b) The tenderer should provide 2 hard copies and soft copies of brochures & operation manuals for Coir Grow Bag Manufacturing Machine.

### 23. PERFORMANCE GUARANTEE

- 23(a) The Coir Grow Bag Manufacturing Machine and its accessories are to be guaranteed, for a period of twelve months from the date of completion of performance test against manufacturing defect, bad workman ship or poor performance.
- 23(b) During performance guarantee period of 12 months they should attend any call from M/s. Eco Coir Cluster India Private Limited immediately, in case of any problems, related to operation or malfunctioning of the machine, without any delay for regular functioning of the cluster. The above service should be done at Free of cost.
- 23(c) Upon the complete fulfillment of this contract by the supplier, to the satisfaction of the M/s. Eco Coir Cluster India Private Limited, after completion of one year period, for the satisfactory performance of the machine, the performance security (bank guarantee) furnished by the tenderer will be returned to him, after recovery of dues if any.

### 24. PAYMENT CONDITIONS

- 24(a) **20% of contract value** will be paid on execution of agreement. The Tenderer should produce Bank guarantee for the equal amount, which should be valid for a minimum period of 12 months. If necessary the bank guarantee should be extended for the required period as requested by M/s. Eco Coir Cluster India Private Limited.
- 24(b) **75% of the contract value** will be paid on receipt of the complete set of machinery as per the order in full in good condition, at the destination, after acceptance by the tender committee.
- 24(c) **The balance 5% and SD** will be released only after satisfactory completion of the entire contract, including performance test and submission of bank guarantee equivalent to 10% of the total value of contract valid for 1 year towards performance guarantee.
- 24(d) M/s. Eco Coir Cluster India Private Limited also reserves the right to recover any dues from the tenderer, which is found on later date, during audit/excess payment, after final settlement is made to them. The successful tenderer is liable to pay such dues to the M/s. Eco Coir Cluster India Private Limited immediately on demand, without raising any dispute/protest.

### 25. PENALTY

- 25(a) Failure to execute the entire contract within 60 days from the date of issue of purchase order will attract a penalty of 1% per week, on the full value of the contract upto a maximum of 5%. Delays beyond that period will result in cancellation of the orders.
- 25(b) The response time for attending the complaint raised by M/s. Eco Coir Cluster India Private Limited has to be within 24 hours and resolution time for the same has to be within the next

48 hours. Failure to comply with the above time line will attract a penalty of Rs.1000/- per day.

25(c) Any delay on the part of M/s. Eco Coir Cluster India Private Limited should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict M/s. Eco Coir Cluster India Private Limited from levying penalty.

## **26. TERMINATION OF THE CONTRACT**

M/s. Eco Coir Cluster India Private Limited reserves the right to terminate the contract at any time during the validity period, on account of non-fulfilment of contract, on any count.

## **27. GENERAL CONDITIONS**

27(a) Conditional Tender in any form will not be accepted.

27(b) Any notice regarding any problems, to the supplier shall deemed to be sufficiently served, if given in writing at his usual or last known place of business.

27(c) The Tender Committee reserves the right to reject any or all the tenders without assigning any reason thereof.

27(d) The Tender Committee reserves the right to reduce or enhance quantity or items of supply without assigning any reason thereof.

27(e) The Tender Committee reserves the right to relax or waive or amend any of the tender conditions.

27(f) 'C' form will be issued by the SPV for other state purchase.

## **28. ARBITRATION**

28(a) 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 M/s. Eco Coir Cluster India Private Limited / 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 Chairman, Coir Board for nominating an Arbitrator, the Arbitration proceedings being governed by the Arbitration and Conciliation (Amendment) Act 2015.

28(b) The venue of the Arbitration shall be at the Regional Office, Coir Board, Pollachi. The decision of the Arbitrator shall be final and binding on both the parties to the Arbitration.

28(c) 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 Coimbatore only.



## **29. JURISDICTION OF THE COURT**

Any dispute arising out of non-fulfillment of any of the terms and conditions of this Tender/Agreement or any other dispute arising out of the arbitration award will be subject to the jurisdiction of the Courts in Coimbatore only.

We agree to the above terms and conditions.

**SIGNATURE OF THE TENDERER**

**DATE:**

**NAME IN BLOCK LETTERS:**

**DESIGNATION:**

**ADDRESS:**

## TECHNICAL SPECIFICATIONS

**MINIMUM SPECIFICATIONS OF COIR GROW BAG MANUFACTURING MACHINE**

<b>Parameter</b>	<b>Specifications</b>
<b>Product / Output</b>	
Growbag Weight	1.5 to 3.5 Kgs.(approx,)
Grow slab size	1000 * 200 mm / 180mm / 150mm for pith and chips
Production capacity	150 to 160 Nos./Hour
<b>Power Pack</b>	
Motor	25 HP
Motor Make	Branded
Oil Tank Capacity	900 litres
Max. Operating pressure	175 Kg/Sq.cm
<b>Cylinders</b>	
No. of Main Cylinders	2 Nos.
Main Cylinder Force	280 Tons (140 x 2)
Main Cylinder Stroke	750 mm
Ejection Cylinder Force	40 Tons
Ejection Cylinder Stroke	175 mm
No. of Ejection Cylinders	2 Nos
Pilot Cylinder Force	30 Ton
Pilot Cylinder Stroke	800mm
<b>Structure</b>	Fabricated Mild Steel
<b>Electrical control panel</b>	<ul style="list-style-type: none"> <li>➤ Dust proof control panel must be with PLC</li> <li>➤ Safety sensors all purpose (8 sensors)</li> </ul>

Electric Motor(s) should be of reputed brand, three phases with optimum output power suitable for smooth functioning, maximum production with minimum power consumption provided with starters and safety features with minimum warranty of one year. Machinery should be capable of producing the required quality and quantity prescribed. Specific Details of the machineries developed by adopting suitable technologies for quality improvement, output and reduced operational cost can be submitted on separate sheet.

The above specifications are minimum requirements. The tenderer shall offer the Coir Grow Bag Manufacturing Machine strictly meeting the above requirements or with better specifications. Any accessories/parts/components not specifically stated in the specification but which are necessary for satisfactory operation of the Coir Grow Bag Manufacturing Machine shall deem to be included in the scope of supply.

**COMPLIANCE TO THE TECHNICAL SPECIFICATIONS**

The tenderers should specify the specifications of Coir Grow Bag Manufacturing Machine to be supplied. The Compliance report should be enclosed along with technical bid. Specifications of offered Coir Grow Bag Manufacturing Machine is to be written clearly in the column of “OFFERED SPECIFICATIONS” in the table given below. Offers without clear specifications on the said column will be treated as non-responsive and rejected.

<b>Parameter</b>	<b>Specifications</b>
<b>Product / Output</b>	
Growbag Weight	
Grow slab size	
Production capacity	
<b>Power Pack</b>	
Motor	
Motor Make	
Oil Tank Capacity	
Max. Operating pressure	
<b>Cylinders</b>	
No. of Main Cylinders	
Main Cylinder Force	
Main Cylinder Stroke	
Ejection Cylinder Force	
Ejection Cylinder Stroke	
No. of Ejection Cylinders	
Pilot Cylinder Force	
Pilot Cylinder Stroke	
<b>Structure</b>	
<b>Electrical control panel</b>	

## PART-I

Date: \_\_\_\_\_

From,

Name:  
Address:  
Ph:  
Fax:  
E-mail:

To,

The Director,  
M/s. Eco Coir Cluster India Private Limited,  
Implementing Agency, Pollachi Coir Cluster,  
Coimbatore district, Tamil Nadu

Sir,

Sub: Tender for the supply, erection, and commissioning of Coir Grow Bag  
Manufacturing Machine on turnkey basis – Submission of **Part I** –Reg .  
Ref: Your Tender Notice Dt. ....

With reference to your tender notice, we submit herewith our sealed tender for the supply, erection, and commissioning of Coir Grow Bag Manufacturing Machine on turnkey basis as specified by M/s. Eco Coir Cluster India Private Limited in this tender document.

We enclose the following documents:

- 1) Demand Draft for Rs.20,000/- (Rupees Twenty Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “HI Account Eco Coir Cluster India Private Limited”, payable at Pollachi).
- 2) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 3) Letter of Authorization for authorized signatory from the tenderer organization.
- 4) Compliance report to the technical Specifications of the Coir Grow Bag Manufacturing Machine as per Annexure-I (a).

- 5) Details of the Tenderer (Annexure-III)
- 6) Average annual turnover of the legal entity in the 3 preceding financial years duly certified by a Chartered Accountant (as per Annexure-IV).
- 7) List of customers to whom Coir Grow Bag Manufacturing Machine are supplied in the past 5 years should be enclosed (Annexure-V)
- 8) Declaration for not having black listed by any Govt. agencies (as per Annexure-VI).
- 9) Declaration for not having tampered the Tender documents downloaded from Internet (Annexure-VII).
- 10) The copy of certificate of incorporation/ registration
- 11) Copy of Memorandum and Articles of Association
- 12) Copy of Registered Partnership deed, in case of Partnership Firm
- 13) Copy of Udyog Aadhaar/ Excise/VAT/CST registration
- 14) Purchase Order issued by the clients.
- 15) Performance certificate issued by the clients
- 16) The Annual Report / certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16 should be enclosed.
- 17) Copy of Service Tax Registration Certificate
- 18) Copy of PAN allotment Certificate/ PANCARD issued by Income Tax Department
- 19) Latest Assessment orders under TN VAT Act/CST Act.
- 20) Latest I.T return.
- 21) Latest Service Tax Clearance Certificate.
- 22) Notarized translated English version of the documents in a language other than English/Tamil, if any

Yours faithfully,

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**Encl: As stated above**

**ANNEXURE – III****DETAILS OF THE TENDERER**

1. Name of the Tenderer	
2. Registered Office Address	Telephone Number: Fax : Email : Website, if any
3. Contact Person	Name: Designation: Phone: Mobile: Email:
4. Date of Incorporation	
5. Legal Status	Proprietorship/partnership/Pvt. Limited/Public Limited/ others(Pl. mention)
6. Brief profile of the tenderer	
7. Address of Service Centres	
8. Number of staffs on regular payroll	Technical: Administration:
9. Registration Number as a firm under State Sales Tax Act/VAT	
10. Registration Number as a firm under Central Sales Tax Act	
11. PAN Number	
12. Service Tax Registration Number	
13. PAN Number	

**SIGNATURE OF THE TENDERER**  
(with seal and address)

## ANNUAL TURN OVER STATEMENT

The Annual turnover of M/s ..... for the past three years are given below and certified that the statement is true and correct.

S.no	Year	Turnover in lakh (Rs.)
1	2012-2013	
2	2013-2014	
3	2014-2015	
4	2015-2016	
	Total	Lakh
	Average annual turnover	Lakh

**Note:** Average Turnover of any **three** consecutive financial years will be considered i.e. FY 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16.

**DATE :**

**SIGNATURE OF THE TENDERER**

**SIGNATURE OF CHARTERED ACCOUNTANT**  
(with seal and Address)

**ANNEXURE – V**

**List of customers to whom Coir Grow Bag Manufacturing Machine are supplied in the past 5 years**

*(Please provide the details for each project in separate sheet along with work order/completion certificate from client)*

<b>Sl.No</b>	<b>Name &amp; address of the client</b>	<b>Phone / Mobile Number</b>	<b>Quantity Supplied</b>	<b>Year of supply</b>	<b>Work Order /completion certificate enclosed (Yes/No)</b>
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

**SIGNATURE OF THE TENDERER  
(with seal and address)**



**CERTIFICATE**

Date: \_\_\_\_\_

Certified that M/s...../ the firm /company or its partners / share holders had not been blacklisted by any Government Agencies.

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**DECLARATION FORM**

Date: \_\_\_\_\_

a) I/We ..... having our office at ..... do declare that I/We have carefully read all the conditions of tender floated vide tender ref.no.\_\_\_\_\_ for the supply, erection, and commissioning of Coir Grow Bag Manufacturing Machine on turnkey basis will complete the contract as per the tender conditions.

b) I/We have downloaded the tender document from the internet site **www.coirboard.nic.in** or [www.itcot.com](http://www.itcot.com). I/We have not tampered / modified the tender document in any manner. In case, if the same is found to be tampered / modified, I/ We understand that my/our tender will be summarily rejected and full Earnest Money Deposit will be forfeited and I /We am/are liable to be banned from doing business with M/s. Eco Coir Cluster India Private Limited /Coir Board or prosecuted.

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**PART-II**

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

The Director,  
M/s. Eco Coir Cluster India Private Limited,  
Implementing Agency, Pollachi Coir Cluster,  
Coimbatore district, Tamil Nadu

Sir,

Sub: Tender for the supply, erection, and commissioning of Coir Grow Bag Manufacturing Machine on turnkey basis – Submission of **Part – II** – Price Offer-Reg

Ref:- Our tender (Technical Bid) submitted today for “Coir Grow Bag Manufacturing Machine on turnkey basis”

---

In continuation of our above tender, we submit herewith the price offer for “Coir Grow Bag Manufacturing Machine on turnkey basis” as specified by M/s. Eco Coir Cluster India Private Limited in this tender document.

We agree to abide by the terms and conditions stipulated by the M/s. Eco Coir Cluster India Private Limited and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the M/s. Eco Coir Cluster India Private Limited in this tender will hold good as per M/s. Eco Coir Cluster India Private Limited tender conditions.

Yours faithfully,

**SIGNATURE OF THE TENDERER**

## PRICE BID

(Amount in Rs.)

Sl. No	Description	Basic price	Excise Duty	VAT	CST	Total Cost
1.	Coir Grow Bag Manufacturing Machine - 1 No.					

Amount in Words: Rupees \_\_\_\_\_ only

SIGNATURE OF THE TENDERER  
(with seal and address)

**CHECKLIST OF DOCUMENTS**

**Documents to be enclosed in Part-I:**

- 1) Demand Draft for Rs.20,000/- (Rupees Twenty Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “HI Account Eco Coir Cluster India Private Limited”, payable at Pollachi).
- 2) A covering letter on your letter head addressed to The Director, M/s. Eco Coir Cluster India Private Limited, Implementing Agency, Pollachi Coir Cluster, Pollachi, Coimbatore district, Tamil Nadu (as per Annexure-II)
- 3) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 4) Letter of Authorization for authorized signatory from the tenderer organization.
- 5) Compliance report to the technical Specifications of the Coir Grow Bag Manufacturing Machine as per Annexure-I (a).
- 6) Details of the Tenderer (Annexure-III)
- 7) Average annual turnover of the legal entity in the 3 preceding financial years duly certified by a Chartered Accountant (as per Annexure-IV).
- 8) List of customers to whom Coir Grow Bag Manufacturing Machine are supplied in the past 5 years should be enclosed (Annexure-V)
- 9) Declaration for not having black listed by any Govt. agencies (as per Annexure-VI).
- 10) Declaration for not having tampered the Tender documents downloaded from Internet (Annexure-VII).
- 11) The copy of certificate of incorporation/ registration
- 12) Copy of Memorandum and Articles of Association
- 13) Copy of Registered Partnership deed, in case of Partnership Firm
- 14) Copy of Udyog Aadhaar/ Excise/VAT/CST registration
- 15) Purchase Order issued by the clients.
- 16) Performance certificate issued by the clients
- 17) The Annual Report / certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16 should be enclosed.
- 18) Copy of Service Tax Registration Certificate
- 19) Copy of PAN allotment Certificate/ PANCARD issued by Income Tax Department
- 20) Latest Assessment orders under TN VAT Act/CST Act.
- 21) Latest I.T return.
- 22) Latest Service Tax Clearance Certificate.

23) Notarized translated English version of the documents in a language other than English/Tamil, if any

**Documents to be enclosed in Part-II**

- 1) A covering letter on the letter head addressed to The Director, M/s. Eco Coir Cluster India Private Limited, Implementing Agency, Pollachi Coir Cluster, Pollachi, Coimbatore district, Tamil Nadu (as per Annexure-VIII)
- 2) Price Bid as per Annexure-IX of the Tender document.

**Both ‘Part I – Technical bid’ cover and ‘Part II – Price bid’ cover must be placed in a separate sealed cover superscripted as “Pollachi Coir Cluster - Tender for the supply, erection, and commissioning of Coir Growbag manufacturing machine on turnkey basis” and addressed to “The Director, M/s. Eco Coir Cluster India Private Limited, C/o. Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District, Tamil Nadu”, containing the name and address of the Tenderer.**

**Note: Tenders submitted in unsealed cover would summarily be rejected.**

**M/s. Eco Coir Cluster India Private Limited  
Implementing Agency, Pollachi Coir Cluster,  
Pollachi, Coimbatore District, Tamilnadu.  
Mobile: 88832 62762, E-Mail ID: iaecocoir@gmail.com**

**TENDER DOCUMENT**

**TENDER NOTICE No. SFURTI/TN-POL/01/2016-17**

**TENDER FOR THE SUPPLY, ERECTION AND  
COMMISSIONING OF 5 NUMBERS OF DOUBLE HEAD  
DOUBLE CONVEYOR TYPE COIR YARN SPINNING  
MACHINE WITH AUTO FEEDING SYSTEM  
ON TURNKEY BASIS**

**Prepared by**

**ITCOT Consultancy and Services Limited**

(Technical Agency – SFURTI Coir Clusters, Tamilnadu)

**E-mail:** itcot@vsnl.com, **Website:** www.itcot.com

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**TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF  
5 NUMBERS OF DOUBLE HEAD DOUBLE CONVEYOR TYPE COIR  
YARN SPINNING MACHINE WITH AUTO FEEDING SYSTEM  
ON TURNKEY BASIS**

**1. PREAMBLE**

Scheme of Fund for Regeneration of Traditional Industries (SFURTI), the scheme of Ministry of MSME, Government of India envisages development of clusters to organize the traditional industries and artisans for their long term sustainability and economy of scale. Coir Board, the Nodal Agency of coir based clusters, has obtained approval for the development of Pollachi Coir Cluster under SFURTI.

M/s. Eco Coir Cluster India Private Limited, the Special Purpose Vehicle (SPV) & Implementing agency (IA) of Pollachi Coir Cluster, having the administrative office at No.12, Ramegounder Colony, behind CTC Depot, Coimbatore road, Pollachi – 642 002, propose to establish a Common Facility Centre (CFC) at S.F.No. No.235/B2, Suleeswaranpatti village, Pollachi Taluk, Coimbatore District, Tamilnadu with the financial assistance from Government of India under SFURTI.

In this context, M/s. Eco Coir Cluster India Private Limited invites sealed tenders from reputed manufacturers in “Two Cover System” for the supply, erection, and commissioning of 5 numbers of Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System on turnkey basis through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as 29.07.2016.

**2. SCOPE OF WORK**

- a) The successful tenderer should undertake supply, erection and commissioning of 5 numbers of Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System on turnkey basis. The detailed specification of the Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System is given in Annexure-I.
- b) The successful tenderer should complete supply, erection, commissioning within 60 days from the date of receipt of Purchase Order.

### 3. QUALIFICATION CRITERIA

Clause	Qualification Criteria	Supporting Document
a)	The tenderer should be a registered legal entity.	(i) In case of Private / Public Limited Companies, <ul style="list-style-type: none"> <li>• Copy of Incorporation Certificate issued by the Registrar of Companies &amp;</li> <li>• Copy of Memorandum and Articles of Association</li> </ul> (ii) In case of Partnership Firm, <ul style="list-style-type: none"> <li>• Registered Partnership deed</li> </ul> (iii) In case of Proprietorship Firm, <ul style="list-style-type: none"> <li>• Copy of VAT Registration Certificate / Service Tax Registration Certificate.</li> </ul>
b)	The tenderer should be a manufacturer of Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System.	<ul style="list-style-type: none"> <li>• Copy of Udyog Aadhaar/ Excise VAT/CST registration.</li> </ul>
c)	The tenderer should have at least 3 years of experience (as on 31 <sup>st</sup> March 2016) in the manufacturing of Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System.	(i) Purchase Order issued by the clients. (ii) Performance certificate issued by the clients. (iii) List of similar orders executed as per Annexure-V
d)	The tenderer should have reported an Average Annual Turnover of <b>Rs.60.00 Lakhs</b> in the last three consecutive financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16.	(i) The average annual turnover statement duly certified by Chartered Accountant as per Annexure IV. (ii) The Annual Report/ certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 consecutive financial years.
e)	The tenderer should not have been blacklisted for supply of any items or services to any Government agency.	The declaration form as per Annexure VI should be enclosed.

#### **4. LANGUAGE OF THE TENDER**

The Tender prepared by the Tenderer as well as all correspondences and documents relating to the Tender shall be in English language only. If the supporting documents are in a language other than English/Tamil, the notarized translated English version of the documents should also be enclosed.

#### **5. PURCHASE OF TENDER DOCUMENTS**

5(a) The tender document shall be downloaded from **www.coirboard.nic.in** or [www.itcot.com](http://www.itcot.com) at free of cost. The tenderer should give a declaration for not having tampered the Tender document downloaded from Internet (as per Annexure VII).

5(b) The tender document can be downloaded from 29.06.2016 to 28.07.2016.

#### **6. PREBID MEETING**

There will be a pre-bid meeting on 20.07.2016 at 11.00 A.M. in Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District, Tamil Nadu during which the prospective tenderers can get clarifications about the tender. The tenderers shall send their queries in writing if any so as to reach M/s. Eco Coir Cluster India Private Limited at least two days prior to the pre-bid meeting date. The tenderers may also check **www.coirboard.nic.in** or [www.itcot.com](http://www.itcot.com) for up to date information like change in date / venue etc., of pre-bid meeting as M/s. Eco Coir Cluster India Private Limited may not be able to identify and communicate with the prospective bidders at this stage. Non attending of pre-bid meeting is not a disqualification.

#### **7. CLARIFICATION ON THE TENDER DOCUMENT**

The tenderers may ask for queries in any of the clauses in the tender document before 48 hours of the opening of the tender. Such queries must be sent in writing to “M/s. Eco Coir Cluster India Private Limited C/o. Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District, Tamil Nadu”. M/s. Eco Coir Cluster India Private Limited will upload the clarification on **www.coirboard.nic.in** or [www.itcot.com](http://www.itcot.com).

#### **8. AMENDMENT OF TENDER DOCUMENT**

M/s. Eco Coir Cluster India Private Limited whether on its own initiative or as a result of a query, suggestion or comment of an Applicant or a Respondent, 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 [www.coirboard.nic.in](http://www.coirboard.nic.in) or [www.itcot.com](http://www.itcot.com) and the same will be binding on all Applicants or Respondents or Tenderers, as the case may be.

## 9. AUTHORISATION OF THE TENDERER

The Tender should be signed on each page by the Tenderer or by the person who is duly authorized for the same by the Tenderer.

## 10. SUBMISSION OF TENDER IN TWO COVER SYSTEM

10(a) Every page of the terms and conditions of the tender document should be signed and enclosed with the tender, in token of having accepted the tender conditions. Failing which the tender will be rejected summarily.

10(b) Tenders should be submitted in two parts:

- a) Part I will cover technical bid and
- b) Part II will cover price bid

10(c) Tenderers should ensure submission of all documents along with Part-I and Part II proposal as per the Check list given in Annexure -X.

10(d) Tenderers are requested to submit Part I and Part II in a separate sealed covers. Part I cover to be superscripted as “**Part I – Technical bid**” and Part II cover to be superscripted as “**Part II – Price bid**” respectively. These two Parts namely Part I and Part II must be placed in a separate sealed cover superscripted as “Pollachi Coir Cluster - Tender for the supply, erection, and commissioning of 5 numbers of Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System on turnkey basis” and addressed to “The Director, M/s. Eco Coir Cluster India Private Limited, C/o. Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District, Tamil Nadu”, containing the name and address of the Tenderer. **Tenders submitted without sealed cover would summarily be rejected.**

10(e) Tenders should be dropped only in the tender box kept at “The Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District, Tamil Nadu” on or before 1.00 PM on 29.07.2016”. Tenders will not be received by hand.

10(f) Alternatively, the tenders can be submitted through registered post or courier so as to reach the above address on or before 01.00 PM on 29.07.2016. Tenders received after the specified time will not be considered and M/s. Eco Coir Cluster India Private Limited will not be liable or responsible for any postal delays.

10(g) A tender once submitted shall not be permitted to be altered or amended.

## **11. EARNEST MONEY DEPOSIT**

- 11(a) The Tender should be accompanied by an Earnest Money Deposit (EMD) to the value of Rs. **20,000/-** (Rupees Twenty Thousand only) in the form of Demand Draft drawn on any Indian Nationalised/ Scheduled Commercial Bank in favour of “HI Account Eco Coir Cluster India Private Limited”, payable at Pollachi. The EMD in any other form will not be accepted. The Earnest Money Deposit will be returned to the unsuccessful Tenderers.
- 11(b) EMD will be retained in the case of successful Tenderer and it will not earn any interest and will be dealt with, as provided in the terms and conditions of the tender.
- 11(c) Any request of the tenderer, under any circumstances claiming exemption from payment of EMD will be rejected and their Part II price offer will not be opened.
- 11(d) The amount remitted towards EMD is liable to be forfeited in case the Tenderer fails to undertake the contract after submission of the tender or after acceptance of the offer by M/s. Eco Coir Cluster India Private Limited or fail to sign the Agreement or to remit the Security Deposit.

## **12. VALIDITY**

The rate quoted in the Tender should be valid for the acceptance by the Tender Committee, for a minimum period of **90 days** from the date of opening of the Tender. The accepted rate is valid till the entire contract is completed. Escalation in the rates will not be entertained under any circumstances.

## **13. OPENING AND EVALUATION OF THE TENDER**

- 13(a) The tenders received upto 01.00 PM as per the office clock on 29.07.2016 will be taken up for opening. Tenders received after specified date and time will not be accepted. The Tender will be opened by the Tender committee at 02.00 PM on the same day in the presence of the available Tenderers/ representatives of the Tenderers who choose to be present. The Tenderers or their authorized agents are allowed to be present at the time of opening of the tenders.
- 13(b) Tender Committee will inform the attested and unattested corrections, before the Tenderers and sign all such corrections in the presence of the Tenderers. If any of the Tenderers or agents is not present then, in such cases the Committee will open the tender of the absentee Tenderer and take out the unattested corrections and communicate it to them. The absentee Tenderer should accept the corrections without any question whatsoever.

- 13(c) If the date fixed for opening of the tender happens to be a Government holiday, the sealed tenders will be received up to 01.00 PM on the next working day and opened at 02.00 PM on the same day.
- 13(d) The Technical bid will be evaluated by Tender Committee in terms of the qualification Criteria. Tender Committee reserves the right to disqualify any of the tender if is not satisfied with the documents furnished.
- 13(e) M/s. Eco Coir Cluster India Private Limited may arrange for field inspection, if necessary, to verify their pre-qualifying conditions before opening of Part II cover and in case if any failure to satisfy the requirements, their Tender will be rejected and their Part-II Cover will not be opened.
- 13(f) The Tenderers declared as qualified will be informed the date of opening of Part II (Price bid).

#### **14. PRICE OFFER**

- 14(a) The Price bid should be kept only in the Part II cover.
- 14(b) The price bid should be prepared as per Annexure-IX.
- 14(c) The price should be neatly and legibly written both in figures and words.
- 14(d) In case of discrepancy between the prices quoted in words and figures lower of the two shall be considered.
- 14(e) Part-II bid should not contain any commercial conditions. Variation in the commercial terms and conditions of the tender will not be accepted.

#### **15. EVALUATION OF THE PRICE**

- 15(a) The Tender committee will examine for complete, properly signed and error-free nature of the Price bid (Part II).
- 15(b) The comparison of the rates offered shall be on the basis of the total rates offered inclusive of all taxes, transportation, performance guarantee etc .

#### **16. AWARD OF CONTRACT**

The Tenderer who has quoted lowest price (L1) will be invited for negotiations. After finalizing the negotiated rate, Letter of Acceptance will be issued.

## **17. SECURITY DEPOSIT**

- 17(a) On receipt of the Letter of Acceptance from the M/s. Eco Coir Cluster India Private Limited, the successful Tenderer should remit a Security Deposit (SD) of 5% of the value of the contract, by way of either Demand Draft drawn on any scheduled commercial bank in favour of 'HI Account Eco Coir Cluster India Private Limited', payable at Pollachi or irrevocable Bank Guarantee in favour of M/s. Eco Coir Cluster India Private Limited with a validity period of 12 months, within 10 (Ten) working days from the date of receipt of letter of acceptance. The EMD shall be adjusted with the SD.
- 17(b) Any other amount pending with M/s. Eco Coir Cluster India Private Limited will not be adjusted under any circumstances, against the Security Deposit if so requested.
- 17(c) If the SD amount is not paid within the time specified, the EMD remitted by the Tenderer shall be forfeited, besides cancelling the communication of acceptance of the Tender.
- 17(d) SD amount remitted will not earn any interest.

## **18. AGREEMENT**

The successful tenderer should execute an agreement as may be drawn up to suit the conditions on a non-judicial stamp paper of value, as prescribed in law on the date of remittance of Security Deposit and shall pay for all stamps and legal expenses incidental thereto. In the event of failure to execute the agreement, within the time prescribed, the EMD/SD amount remitted by the tenderer will be forfeited besides cancelling the Tender.

## **19. ISSUE OF PURCHASE ORDER**

After payment of Security Deposit and successful execution of the agreement, Purchase Order will be released to the tendered items within 10 days by the SPV. The successful tenderer should complete supply, erection and commissioning of 5 numbers of Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System within 60 days from the date of receipt of Purchase Order.

## **20. SCHEDULE OF SUPPLY**

- 20(a) The specification of Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System should be as per Annexure-I.
- 20(b) The delivery of 5 numbers of Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System ordered shall be completed within 60 days from the date of issue of purchase order. Delay beyond this period will attract penalty.

- 20(c) The 5 numbers of Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System should be delivered and installed at S.F.No. No.235/B2, Suleeswaranpatti village, Pollachi Taluk, Coimbatore District.
- 20(d) If the contract is not completed within the stipulated time or extended time, M/s. Eco Coir Cluster India Private Limited 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 EMD and Security Deposit.
- 20(e) In the event of non- performance of the contractual provisions or failure to effect the supply within the stipulated time or during the extended period and if it is found that the Contractor, has not fulfilled the contractual obligation with M/s. Eco Coir Cluster India Private Limited in any manner during the currency of the contract or also found on later date, M/s. Eco Coir Cluster India Private Limited reserves the right to disqualify such supplier to participate in future tenders or black list the firm up to a maximum period of 5 years.
- 20(f) Every step will be taken by the SPV to make infrastructure ready at the scheduled time of dispatch of Plant & Machinery. If there is any delay due to any reason on the part of the SPV, release of payment will be considered on the basis of delivery schedule given in Purchase Order.

## **21. PERFORMANCE TEST**

- 21(a) The successful tenderer shall demonstrate the performance of the Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System in complete conformity with the relevant technical specifications and performance parameters as specified in the Purchase Order.
- 21(b) This demonstration should be done as stipulated by the M/s. Eco Coir Cluster India Private Limited as required by the SPV.
- 21(c) The performance tests should be completed within 15 days from the date of installation of Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System.

## **22. TRAINING OF STAFF**

- 22(a) The tenderer should provide training to Staffs on the operation and maintenance of Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System before the commencement of performance test.



22(b)The tenderer should provide 2 hard copies and soft copies of brochures & operation manuals for Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System.

### 23. PERFORMANCE GUARANTEE

23(a) The 5 numbers of Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System and its accessories are to be guaranteed, for a period of twelve months from the date of completion of performance test against manufacturing defect, bad workman ship or poor performance.

23(b) During performance guarantee period of 12 months they should attend any call from M/s. Eco Coir Cluster India Private Limited immediately, in case of any problems, related to operation or malfunctioning of the machine, without any delay for regular functioning of the cluster. The above service should be done at Free of cost.

23(c) Upon the complete fulfillment of this contract by the supplier, to the satisfaction of the M/s. Eco Coir Cluster India Private Limited, after completion of one year period, for the satisfactory performance of the machine, the performance security (bank guarantee) furnished by the tenderer will be returned to him, after recovery of dues if any.

### 24. PAYMENT CONDITIONS

24(a) **20% of contract value** will be paid on execution of agreement. The Tenderer should produce Bank guarantee for the equal amount, which should be valid for a minimum period of 12 months. If necessary the bank guarantee should be extended for the required period as requested by M/s. Eco Coir Cluster India Private Limited.

24(b) **75% of the contract value** will be paid on receipt of the complete set of machinery as per the order in full in good condition, at the destination, after acceptance by the tender committee.

24(c) **The balance 5% and SD** will be released only after satisfactory completion of the entire contract, including performance test and submission of bank guarantee equivalent to 10% of the total value of contract valid for 1 year towards performance guarantee.

24(d) M/s. Eco Coir Cluster India Private Limited also reserves the right to recover any dues from the tenderer, which is found on later date, during audit/excess payment, after final settlement is made to them. The successful tenderer is liable to pay such dues to the M/s. Eco Coir Cluster India Private Limited immediately on demand, without raising any dispute/protest.

## **25. PENALTY**

- 25(a) Failure to execute the entire contract within 60 days from the date of issue of purchase order will attract a penalty of 1% per week, on the full value of the contract upto a maximum of 5%. Delays beyond that period will result in cancellation of the orders.
- 25(b) The response time for attending the complaint raised by M/s. Eco Coir Cluster India Private Limited has to be within 24 hours and resolution time for the same has to be within the next 48 hours. Failure to comply with the above time line will attract a penalty of Rs.1000/- per day.
- 25(c) Any delay on the part of M/s. Eco Coir Cluster India Private Limited should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict M/s. Eco Coir Cluster India Private Limited from levying penalty.

## **26. TERMINATION OF THE CONTRACT**

M/s. Eco Coir Cluster India Private Limited reserves the right to terminate the contract at any time during the validity period, on account of non-fulfilment of contract, on any count.

## **27. GENERAL CONDITIONS**

- 27(a) Conditional Tender in any form will not be accepted.
- 27(b) Any notice regarding any problems, to the supplier shall deemed to be sufficiently served, if given in writing at his usual or last known place of business.
- 27(c) The Tender Committee reserves the right to reject any or all the tenders without assigning any reason thereof.
- 27(d) The Tender Committee reserves the right to reduce or enhance quantity or items of supply without assigning any reason thereof.
- 27(e) The Tender Committee reserves the right to relax or waive or amend any of the tender conditions.
- 27(f) 'C' form will be issued by the SPV for other state purchase

## **28. ARBITRATION**

- 28(a) 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 M/s. Eco Coir Cluster India Private Limited / 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 Chairman, Coir Board for nominating an Arbitrator, the Arbitration proceedings being governed by the Arbitration and Conciliation (Amendment) Act 2015.

28(b) The venue of the Arbitration shall be at the Regional Office, Coir Board, Pollachi. The decision of the Arbitrator shall be final and binding on both the parties to the Arbitration.

28(c) 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 Coimbatore only.

## **29. JURISDICTION OF THE COURT**

Any dispute arising out of non-fulfillment of any of the terms and conditions of this Tender/Agreement or any other dispute arising out of the arbitration award will be subject to the jurisdiction of the Courts in Coimbatore only.

We agree to the above terms and conditions.

**SIGNATURE OF THE TENDERER**

**DATE:**

**NAME IN BLOCK LETTERS:**

**DESIGNATION:**

**ADDRESS:**

## TECHNICAL SPECIFICATIONS

### MINIMUM SPECIFICATIONS OF DOUBLE HEAD DOUBLE CONVEYOR TYPE COIR YARN SPINNING MACHINE WITH AUTO FEEDING SYSTEM

<b>Product Requirement/Machine Output/Performance</b>	
Capacity per machine	Min. 50kgs. to 75kgs. / 8 hours
Finished product (Yarn) range	100 to 200 runnage for loose and hard twist yarn

<b>Machine Specifications</b>	
<b>Description</b>	<b>Specification</b>
Power	Max. 2.5hp motor (1.5hp +1.0hp)
Size	20'*3'4"*7' (l*b*h)
Minimum weight	900kg
M.S.Channel - Branded	100 * 50mm Size
M.S.Angle - Branded	50 * 6 Angle
Gear Wheels	Hardened
Chain	Diamond (Brand
Chain Sprocket	Hardened - L/2'r Size
Back sheet	S.S. material - 430 Grade
Conveyor Belt	P.V.C.Material
Reeper	HDPE Material
Bobbin	Nylon Material
Nozzle	Tip Type (Hardened).
Needle	Hardened
Auto tighter	Adjustable timer with 1 min to 5 min & with reverse forward gear box

Electric Motor should be of reputed brand, three phases with optimum output power suitable for smooth functioning, maximum production with minimum power consumption provided with starters and safety features with minimum warranty of one year. Machinery should be capable of producing the required quality and quantity prescribed. Specific Details of the machineries developed by adopting suitable technologies for quality improvement, output and reduced operational cost can be submitted on separate sheet.

The above specifications are minimum requirements. The tenderer shall offer the above machineries strictly meeting the prescribed requirements or with better specifications. Any accessories/parts/components not specifically stated in the specification but which are necessary for satisfactory operation of the machineries shall deem to be included in the scope of supply.

**ANNEXURE-I (a)**

**COMPLIANCE TO THE TECHNICAL SPECIFICATIONS**

The tenderers should specify the specifications of Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System to be supplied. The Compliance report should be enclosed along with technical bid. Specifications of offered Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System is to be written clearly in the column of “OFFERED SPECIFICATIONS” in the table given below. Offers without clear specifications on the said column will be treated as non-responsive and rejected.

<b>Product Requirement/Machine Output/Performance</b>	
Capacity per machine	
Finished product (Yarn) range	

<b>Machine Specifications</b>	
<b>Description</b>	<b>Specification</b>
Power	
Size	
Minimum weight	
M.S.Channel - Branded	
M.S.Angle - Branded	
Gear Wheels	
Chain	
Chain Sprocket	
Back sheet	
Conveyor Belt	
Reeper	
Bobbin	
Nozzle	
Needle	
Auto tighter	

## PART-I

Date: \_\_\_\_\_

From,

Name:  
 Address:  
 Ph:  
 Fax:  
 E-mail:

To,

The Director,  
 M/s. Eco Coir Cluster India Private Limited,  
 Implementing Agency, Pollachi Coir Cluster,  
 Coimbatore district, Tamil Nadu

Sir,

Sub: Tender for the supply, erection, and commissioning of Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System on turnkey basis – Submission of **Part I** –Reg .

Ref: Your Tender Notice Dt. ....

With reference to your tender notice, we submit herewith our sealed tender for the supply, erection, and commissioning of 5 numbers of Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System on turnkey basis as specified by M/s. Eco Coir Cluster India Private Limited in this tender document.

We enclose the following documents:

- 1) Demand Draft for Rs.20,000/- (Rupees Twenty Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “HI Account Eco Coir Cluster India Private Limited”, payable at Pollachi).
- 2) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 3) Letter of Authorization for authorized signatory from the tenderer organization.
- 4) Compliance report to the technical Specifications of the Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System as per Annexure-I (a).

- 5) Details of the Tenderer (Annexure-III)
- 6) Average annual turnover of the legal entity in the 3 preceding financial years duly certified by a Chartered Accountant (as per Annexure-IV).
- 7) List of customers to whom Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System are supplied in the past 5 years should be enclosed (Annexure-V)
- 8) Declaration for not having black listed by any Govt. agencies (as per Annexure-VI).
- 9) Declaration for not having tampered the Tender documents downloaded from Internet (Annexure-VII).
- 10) The copy of certificate of incorporation/ registration
- 11) Copy of Memorandum and Articles of Association
- 12) Copy of Registered Partnership deed, in case of Partnership Firm
- 13) Copy of Udyog Aadhaar/ Excise/VAT/CST registration
- 14) Purchase Order issued by the clients.
- 15) Performance certificate issued by the clients
- 16) The Annual Report / certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16 should be enclosed.
- 17) Copy of Service Tax Registration Certificate
- 18) Copy of PAN allotment Certificate/ PANCARD issued by Income Tax Department
- 19) Latest Assessment orders under TN VAT Act/CST Act.
- 20) Latest I.T return.
- 21) Latest Service Tax Clearance Certificate.
- 22) Notarized translated English version of the documents in a language other than English/Tamil, if any

Yours faithfully,

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**Encl: As stated above**

## ANNEXURE – III

## DETAILS OF THE TENDERER

1. Name of the Tenderer	
2. Registered Office Address	Telephone Number: Fax : Email : Website, if any
3. Contact Person	Name: Designation: Phone: Mobile: Email:
4. Date of Incorporation	
5. Legal Status	Proprietorship/partnership/Pvt. Limited/Public Limited/ others(Pl. mention)
6. Brief profile of the tenderer	
7. Address of Service Centres	
8. Number of staffs on regular payroll	Technical: Administration:
9. Registration Number as a firm under State Sales Tax Act/VAT	
10. Registration Number as a firm under Central Sales Tax Act	
11. PAN Number	
12. Service Tax Registration Number	
13. PAN Number	

**SIGNATURE OF THE TENDERER**  
(with seal and address)



## ANNUAL TURN OVER STATEMENT

The Annual turnover of M/s ..... for the past three years are given below and certified that the statement is true and correct.

S.no	Year	Turnover in lakh (Rs.)
1	2012-2013	
2	2013-2014	
3	2014-2015	
4	2015-2016	
	Total	Lakh
	Average annual turnover	Lakh

**Note:** Average Turnover of any **three** consecutive financial years will be considered i.e. FY 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16.

**DATE :**

**SIGNATURE OF THE TENDERER**

**SIGNATURE OF CHARTERED ACCOUNTANT**  
(with seal and Address)

**ANNEXURE – V**

**List of customers to whom Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System are supplied in the past 5 years**

*(Please provide the details for each project in separate sheet along with work order/completion certificate from client)*

<b>Sl.No</b>	<b>Name &amp; address of the client</b>	<b>Phone / Mobile Number</b>	<b>Quantity Supplied</b>	<b>Year of supply</b>	<b>Work Order /completion certificate enclosed (Yes/No)</b>
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

**SIGNATURE OF THE TENDERER  
(with seal and address)**

**CERTIFICATE**

Date: \_\_\_\_\_

Certified that M/s...../ the firm /company or its partners / share holders had not been blacklisted by any Government Agencies.

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**DECLARATION FORM**

Date: \_\_\_\_\_

a) I/We ..... having our office at ..... do declare that I/We have carefully read all the conditions of tender floated vide tender ref.no.\_\_\_\_\_ for the supply, erection, and commissioning of 5 numbers of Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System on turnkey basis will complete the contract as per the tender conditions.

b) I/We have downloaded the tender document from the internet site [www.coirboard.nic.in](http://www.coirboard.nic.in) or [www.itcot.com](http://www.itcot.com). I/We have not tampered / modified the tender document in any manner. In case, if the same is found to be tampered / modified, I/ We understand that my/our tender will be summarily rejected and full Earnest Money Deposit will be forfeited and I /We am/are liable to be banned from doing business with M/s. Eco Coir Cluster India Private Limited /Coir Board or prosecuted.

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**PART-II**

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

The Director,  
M/s. Eco Coir Cluster India Private Limited,  
Implementing Agency, Pollachi Coir Cluster,  
Coimbatore district, Tamil Nadu

Sir,

Sub: Tender for the supply, erection, and commissioning of 5 numbers of Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System on turnkey basis – Submission of **Part – II** – Price Offer-Reg

Ref:- Our tender (Technical Bid) submitted today for “5 numbers of Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System on turnkey basis”

---

In continuation of our above tender, we submit herewith the price offer for “5 numbers of Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System on turnkey basis” as specified by M/s. Eco Coir Cluster India Private Limited in this tender document.

We agree to abide by the terms and conditions stipulated by the M/s. Eco Coir Cluster India Private Limited and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the M/s. Eco Coir Cluster India Private Limited in this tender will hold good as per M/s. Eco Coir Cluster India Private Limited tender conditions.

Yours faithfully,

**SIGNATURE OF THE TENDERER**

## PRICE BID

(Amount in Rs.)

Sl. No	Description	Cost per unit					Number of Units	Total Cost (for 25 units)
		Basic price	Excise Duty	VAT	CST	Total Cost		
1.	Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System						5	

Amount in Words: Rupees \_\_\_\_\_ only

**SIGNATURE OF THE TENDERER**  
(with seal and address)

**CHECKLIST OF DOCUMENTS**

**Documents to be enclosed in Part-I:**

- 1) Demand Draft for Rs.20,000/- (Rupees Twenty Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “HI Account Eco Coir Cluster India Private Limited”, payable at Pollachi).
- 2) A covering letter on your letter head addressed to The Director, M/s. Eco Coir Cluster India Private Limited, Implementing Agency, Pollachi Coir Cluster, Pollachi, Coimbatore district, Tamil Nadu (as per Annexure-II)
- 3) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 4) Letter of Authorization for authorized signatory from the tenderer organization.
- 5) Compliance report to the technical Specifications of the Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System as per Annexure-I (a).
- 6) Details of the Tenderer (Annexure-III)
- 7) Average annual turnover of the legal entity in the 3 preceding financial years duly certified by a Chartered Accountant (as per Annexure-IV).
- 8) List of customers to whom Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System are supplied in the past 5 years should be enclosed (Annexure-V)
- 9) Declaration for not having black listed by any Govt. agencies (as per Annexure-VI).
- 10) Declaration for not having tampered the Tender documents downloaded from Internet (Annexure-VII).
- 11) The copy of certificate of incorporation/ registration
- 12) Copy of Memorandum and Articles of Association
- 13) Copy of Registered Partnership deed, in case of Partnership Firm
- 14) Copy of Udyog Aadhaar/ Excise/VAT/CST registration
- 15) Purchase Order issued by the clients.
- 16) Performance certificate issued by the clients
- 17) The Annual Report / certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2014-15 and 2015-16 should be enclosed.
- 18) Copy of Service Tax Registration Certificate
- 19) Copy of PAN allotment Certificate/ PANCARD issued by Income Tax Department
- 20) Latest Assessment orders under TN VAT Act/CST Act.
- 21) Latest I.T return.
- 22) Latest Service Tax Clearance Certificate.

23) Notarized translated English version of the documents in a language other than English/Tamil, if any

**Documents to be enclosed in Part-II**

- 1) A covering letter on the letter head addressed to The Director, M/s. Eco Coir Cluster India Private Limited, Implementing Agency, Pollachi Coir Cluster, Pollachi, Coimbatore district, Tamil Nadu (as per Annexure-VIII)
- 2) Price Bid as per Annexure-IX of the Tender document.

**Both ‘Part I – Technical bid’ cover and ‘Part II – Price bid’ cover must be placed in a separate sealed cover superscripted as “Pollachi Coir Cluster - Tender for the supply, erection, and commissioning of Double Head Double Conveyor Type Coir Yarn Spinning Machine with Auto Feeding System on turnkey basis” and addressed to “The Director, M/s. Eco Coir Cluster India Private Limited, C/o. Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District, Tamil Nadu”, containing the name and address of the Tenderer.**

**Note: Tenders submitted in unsealed cover would summarily be rejected.**