
	<p align="center"><b>Samvedana Foundation,</b>  A/20, Keshavkunj Society, I.O.C.Road  Chandkheda, Ahmedabad  Gujarat – 382 424  Email: <a href="mailto:samvedanafoundation@yahoo.co.in">samvedanafoundation@yahoo.co.in</a>  Ph No : 09998902136, 07203029677</p>	
---	---	---

**TENDER NOTICE**  
**(No.SFURTI/KER/GUJ.../2016)**

Sealed Tenders are invited by **M/s.SAMVEDANA FOUNDATION**, A/20, Keshavkunj Society, I.O.C.Road,Chandkheda, Ahmedabad, the implementing agency of **SAMVEDANA SFURTI COIR CLUSTER**, from reputed Manufacturers only for supply, erection,installation and commissioning of the following Machinery & Equipment for theCommon Facility Centre (CFC) to be set up at Survey No. 111/1, Bivadi village, Danta, Banaskantha, Gujarat under the Scheme of Fund for Regeneration ofTraditional Industries (SFURTI) of Coir Board, Ministry of MSME, Government ofIndia with financial assistance from Government of India.

Sr. No.	Description	Quantity
1	Pith Plus manufacturing and pith composting	1
2	Fiber Extraction Unit	1
3	Electronic Ratt for coir yarn spinning with solar power	10
4	Double Head Auto Feed Coir Yarn Spinning Machine with Re-hankingEquipments	10
5	Anupam Loom with supporting equipments having capacity of 30-35 mtrs/day	2
6	Dying & Bleaching Plant	1
7	Effluent Treatment Plant	1

Technical Specifications for the above Machinery and Equipment are available inthe 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<https://samvedanasfurticoircluster.wordpress.com/>

- Date of commencement of issue of tender 08.06.2015 @ 11.00 A.M.
  - Pre-bid meeting 20.06.2016 @ 11.00 A.M
  - Last date for issue of Tender 28.06.2016 @ 05.00 P.M.
  - Last date for submission of Tenders 29.06.2016 @ 01.00 P.M.
  - Date of opening of sealed Tenders 30.06.2016 @ 02.00 P.M
- (Technical bid only)

**Director**  
**M/s. Samvedana Foundation**

## **IMPORTANT NOTE**

The Tender Schedules for the following items are given below.

<b>Sr. No.</b>	<b>Description</b>	<b>Quantity</b>
1	Pith Plus manufacturing and pith composting	1
2	Fiber Extraction Unit	1
3	Electronic Ratt for coir yarn spinning with solar power	10
4	Double Head Auto Feed Coir Yarn Spinning Machine with Re-hanking Equipments	10
5	Anupam Loom with supporting equipments having capacity of 30-35 mtrs/day	2
6	Dying & Bleaching Plant	1
7	Effluent Treatment Plant	1

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.**

**Samvedana Foundation,  
A/20, Keshavkunj Society, I.O.C.Road  
Chandkheda, Ahmedabad  
Gujarat – 382 424  
Email: [samvedanafoundation@yahoo.co.in](mailto:samvedanafoundation@yahoo.co.in)**

## **TENDER DOCUMENT**

**TENDER NOTICE NO. SFURTI/KER/GUJ01/2016**

# **TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF PITH PLUS MANUFACTURING AND PITH COMOSTING ON TURNKEY BASIS**

Prepared by



**Entrepreneurship Development Institute of India  
(Technical Agency for SFURTI Coir Clusters of  
Kerala and Gujarat) - Thrissur – Kerala  
Phone Nos. 0487 2206242 and 2206241  
Email: [edikerala@gmail.com](mailto:edikerala@gmail.com) & [riken@ediindia.org](mailto:riken@ediindia.org)**

**CONTENTS**

<b>Clause</b>	<b>Topic</b>	<b>Page No</b>
1	Preamble	1
2	Scope of Work	1
3	Qualification Criteria	2
4	Language of the Tender	2
5	Purchase of Tender Documents	3
6	Pre Bid Meeting	3
7	Clarification on the Tender Document	3
8	Amendment of Tender Document	3
9	Authorization of the Tenderer	3
10	Submission of Tender in Two Cover System	3
11	Earnest Money Deposit	4
12	Validity	5
13	Opening and Evaluation of The Tender	5
14	Price Offer	5
15	Evaluation of the Price	6
16	Award of Contract	6
17	Security Deposit	6
18	Agreement	6
19	Issue of Purchase Order	7
20	Schedule of Supply	7
21	Performance Test	7
22	Training of Staff	8
23	Performance Guarantee	8
24	Payment Conditions	8
25	Penalty	9
26	Termination Of The Contract	9
27	General Conditions	9
28	Arbitration	9
29	Jurisdiction of the Court	10
	<b>ANNEXURES</b>	
I	Technical Specifications	11
I(a)	Compliance to the Technical Specifications	12
II	Part-I (Covering Letter)	13
III	Details of the Tenderer	15
IV	Annual Turnover Statement	16
V	List of customers to whom the tendered items are supplied in the past 3 years	17
VI	Declaration for not having blacklisted	18
VII	Declaration for not having tampered the tender document	19
VIII	Part-II (Covering Letter)	20
IX	Price Bid	21
X	Checklist Of Documents	22

**TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF PITH PLUS  
MANUFACTURING AND PITH COMPOSTING  
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 Banaskantha Coir Cluster under SFURTI.

SAMVEDANA SFURTI COIR CLUSTER - SSCC, the Special Purpose Vehicle (SPV) of Sabarkantha Coir Cluster proposes to establish a Common Facility Centre (CFC) at Survey No. 111/1, Bivadi village, Danta, Banaskantha with the financial assistance from Government of India under SFURTI.

In this context, on behalf of SPV, SAMVEDANA FOUNDATION, Chandkheda, Ahmedabad, the implementing agency of SAMVEDANA SFURTI COIR CLUSTER, invites sealed tenders from reputed manufacturers in “Two Cover System” for the supply, erection, and commissioning of PITH PLUS MANUFACTURING AND PITH COMPOSTING on turnkey basis through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as 30.06.2016.

**2. SCOPE OF WORK**

- a) The successful tenderer should undertake supply, erection and commissioning of PITH PLUS MANUFACTURING AND PITH COMPOSTING on turnkey basis. The detailed specification of the PITH PLUS MANUFACTURING AND PITH COMPOSTING is given in Annexure-I.
- b) The successful tenderer should complete supply, erection, commissioning within 120 days from the date of receipt of Purchase Order.

### 3. QUALIFICATION CRITERIA

<b>Clause</b>	<b>Qualification Criteria</b>	<b>Supporting Documents</b>
a)	The tenderer should be a registered legal entity	(1) In case of Private/Public Limited Companies: <ul style="list-style-type: none"> <li>• Copy of incorporation certificate issued by the registrar of companies and</li> <li>• Copy of memorandum and articles of association</li> </ul> (2) In case of Partnership firm, <ul style="list-style-type: none"> <li>• Registered partnership deed</li> </ul> (3) 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 a manufacturer of PITH PLUS MANUFACTURING AND PITH COMPOSTING	<ul style="list-style-type: none"> <li>• Copy of Udyog Aadhaar/Excise VAT/CST registration</li> </ul>
c)	The tenderer should have atleast three years of experience (as on 31 <sup>st</sup> March 2016) in the manufacturing of PITH PLUS MANUFACTURING AND PITH COMPOSTING	<ul style="list-style-type: none"> <li>• Purchase order issued by the clients</li> <li>• Performance certificate issued by the clients</li> <li>• List of similar orders executed in last three years as per Annexure-V</li> </ul>
d)	The tenderer should have reported an average annual turnover of Rs. 2.00 crores in the last three consecutive financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2-014-15 and 2015-16	(i) the average annual turnover statement duly certified by the chartered accountant as per Annexure IV (ii) the annual report/certified copies of balance sheet, profit and loss statement along with schedules for the last three consecutive financial years
e)	The tenderer should not have been blacklisted for supply of any items or services to any government agencies	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, 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 from blog [samvedanacoircluster](http://samvedanacoircluster) at free of cost. The tenderer should give a declaration for not having tampered the Tender document downloaded from Internet (as per Annexure VII).

6. PREBID MEETING

There will be a pre-bid meeting on 20.06.2016 at 11.00 A.M. in Samvedana Foundation, A/20, Keshavakunj Society, IOC Road, Chandkheda, Ahmedabad-382 424 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 Samvedana Foundation 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 blog [samvedanacoircluster](http://samvedanacoircluster) for up to date information like change in date / venue etc., of pre-bid meeting as Samvedana Foundation 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 “Samvedana Foundation”. Samvedana Foundation will upload the clarification on [www.coirboard.nic.in](http://www.coirboard.nic.in) or blog [samvedanacoircluster](http://samvedanacoircluster).

8. AMENDMENT OF TENDER DOCUMENT

Samvedana Foundation 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 blog “[samvedanacoircluster](http://samvedanacoircluster)” 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.

- 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 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 “Tender for the supply, erection, and commissioning of PITH PLUS MANUFACTURING AND PITH COMPOSTING on Turnkey basis” and addressed to “The Secretary, Samvedana Foundation, A/20, Keshavkunj Society, IOC Road, Chandkheda, Ahmedabad-382 424”, 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 “Samvedana Foundation, A/20, Keshavkunj Society, IOC Road, Chandkheda, Ahmedabad-382 424” on or before 1.00 PM on 30.06.2016. 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 30.06.2016. Tenders received after the specified time will not be considered and Samvedana Foundation 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. 5,000/- (Rupees Five Thousand only) in the form of Demand Draft drawn on any Indian Nationalised/ Scheduled Commercial Bank in favour of “SAMVEDANA SFURTI COIR CLUSTER”, payable at Banaskantha. 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 Samvedana Foundation 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 30.06.2016 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) Samvedana Foundation 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, the successful Tenderer should remit a Security Deposit (SD) of 5% of the value of the contract, by way of Demand Draft drawn on any scheduled commercial bank in favour of “SAMVEDANA SFURTI COIR CLUSTER”, payable at Banaskantha, within 5 (five) 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 Samvedana Foundation 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. The successful tenderer should complete supply, PITH PLUS MANUFACTURING AND PITH COMPOSTING within 120 days from the date of receipt of Purchase Order.

20. SCHEDULE OF SUPPLY

- 20(a) The specification of PITH PLUS MANUFACTURING AND PITH COMPOSTING should be as per Annexure-I.
- 20(b) The delivery of PITH PLUS MANUFACTURING AND PITH COMPOSTING ordered shall be completed within 120 days from the date of issue of purchase order. Delay beyond this period will attract penalty.
- 20(c) The PITH PLUS MANUFACTURING AND PITH COMPOSTING should be delivered and installed at Survey No. 111/1, Bivadi village, Danta, Banaskantha.
- 20(d) If the contract is not completed within the stipulated time or extended time, Samvedana Foundation 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 Samvedana Foundation in any manner during the currency of the contract or also found on later date, Samvedana Foundation 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.

21. PERFORMANCE TEST

- 21(a) The successful tenderer shall demonstrate the performance of the PITH PLUS MANUFACTURING AND PITH COMPOSTING 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 Samvedana Foundation as required by the SPV.
- 21(c) The performance tests should be completed within 15 days from the date of installation of PITH PLUS MANUFACTURING AND PITH COMPOSTING.

## 22. TRAINING OF STAFF

- 22(a) The tenderer should provide training to Staffs on the operation and maintenance of PITH PLUS MANUFACTURING AND PITH COMPOSTING before the commencement of performance test.
- 22(b) The tenderer should provide 2 hard copies and soft copies of brochures & operation manuals of PITH PLUS MANUFACTURING AND PITH COMPOSTING.

## 23. PERFORMANCE GUARANTEE

- 23(a) The PITH PLUS MANUFACTURING AND PITH COMPOSTING 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 Samvedana Foundation 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 fulfilment of this contract by the supplier, to the satisfaction of the Samvedana Foundation, 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 issue of Purchase order. 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 Samvedana Foundation.
- 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 paid 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) Samvedana Foundation 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 Samvedana Foundation immediately on demand, without raising any dispute/protest.

25. PENALTY

- 25(a) Failure to execute the entire contract within 120 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) Failure to attend the service complaint reported by Samvedana Foundation within 24 hours will attract a penalty of Rs.5,000/- per day.
- 25(c) Any delay on the part of Samvedana Foundation should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict Samvedana Foundation from levying penalty.

26. TERMINATION OF THE CONTRACT

Samvedana Foundation 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.

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 Samvedana Foundation / 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, Bangalore. 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 Ahmedabad 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 Ahmedabad only.

We agree to the above terms and conditions.

SIGNATURE OF THE TENDERER

DATE:

NAME IN BLOCK LETTERS:

DESIGNATION:

ADDRESS:

## TECHNICAL SPECIFICATIONS

### 1-(i): Specification for Product/Machinery Output/Performance (Strict adherence required)

<b>Product/Machine Output/Performance Requirement</b>	
Machine	Pith Plus manufacturing and pith composting
Product	Pith Plus
Production	40kg/batch

### 1-(ii) Machinery Specification (Equivalent/ Superior specification required)

<b>Parameter</b>	<b>Specification</b>
Auto Clave	
Incubator	
Rotary Screener	
Balance	
Stitching machine	
Water Pump & Hose	
a. Brand Name	
b. Warranty	
c. Output power	
d. Rated voltage	
e. Frequency	
f. RPM	
g. ISI, ISO, standard details	
h. Starter	
Machine Size	
Machine Weight	
Space Requirement	
Specific Details	

**COMPLIANCE TO THE TECHNICAL SPECIFICATIONS**

The tenders should specify the specifications of **pith plus manufacture and pith composting** to be supplied. The Compliance report should be enclosed along with technical bid. Specifications of offered **pith plus manufacture and pith composting** is to written clearly in the column “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 1(i)**

<b>Product/Machine Output/Performance Requirement</b>	
Machine	Pith Plus manufacturing and pith composting
Product	Pith Plus
Production	40kg/batch

**Compliance to Annexure 1(ii)**

<b>Parameter</b>	<b>Offered Specification</b>
Auto Clave	
Incubator	
Rotary Screener	
Balance	
Stitching machine	
Water Pump & Hose	
a. Brand Name	
b. Warranty	
c. Output power	
d. Rated voltage	
e. Frequency	
f. RPM	
g. ISI, ISO, standard details	
h. Starter	
Machine Size	
Machine Weight	
Space Requirement	
Specific Details	



**PART-I**

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

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

Secretary  
Samvedana Foundation  
A / 20, Keshavkunj Soceity,  
I.O.C. Road,  
Chandkheda,  
Ahmedabad – 382424

Sir,

Sub: Tender for the supply, erection, and commissioning Pith Plus Manufacture and Pith Composting 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 Pith Plus Manufacture and Pith Composting on turnkey basis as specified by Samvedana Foundation in this tender document.

We enclose the following documents:

- 1) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 2) Demand Draft for Rs.5,000/- (Rupees Five Thousand only), towards EMD (DD No.\_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “SAMVEDANA SFURTI COIR CLUSTER”, payable at BANASKANTHA).
- 3) Letter of Authorization for authorized signatory from the tenderer organization.

- 4) Compliance report to the technical Specifications of the Pith Plus Manufacture and Pith Composting 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 Pith Plus Manufacture and Pith Composting are supplied in the past 3 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 in Gujarat	
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/ VAT	
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		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 Pith Plus Manufacture and Pith Composting are supplied in the past 3 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 Pith Plus Manufacture and Pith Composting 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 **blog** “samvedanacoircluster”. 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 SAMVEDANA FOUNDATION-Ahmedabad/Coir Board or prosecuted.

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

**PART-II**

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

Secretary  
Samvedana Foundation  
A / 20, Keshavkunj Soceity,  
I.O.C. Road,  
Chandkheda,  
Ahmedabad – 382424

Sir,

Sub: Tender for the supply, erection, and commissioning of Pith Plus Manufacture and Pith Composting on turnkey basis – Submission of **Part – II** – Price Offer-Reg

Ref:- Our tender (Technical Bid) submitted today for “Pith Plus Manufacture and Pith Composting”

In continuation of our above tender, we submit herewith the price offer for “Pith Plus Manufacture and Pith Composting on turnkey basis” as specified by SAMVEDANA FOUNDATION in this tender document. We agree to abide by the terms and conditions stipulated by the SAMVEDANA FOUNDATION and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the SAMVEDANA FOUNDATION in this tender will hold good as per SAMVEDANA FOUNDATION tender conditions.

Yours faithfully,

**SIGNATURE OF THE TENDERER**



**ANNEXURE –IX**

**PRICE BID**

**(Amount in Rs.)**

<b>Sl. No</b>	<b>Description</b>	<b>Basic price</b>	<b>Excise Duty</b>	<b>VAT</b>	<b>CST</b>	<b>Total Cost</b>
<b>1</b>	Pith Plus Manufacture and Pith Composting					

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

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

**CHECKLIST OF DOCUMENTS**

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

- 1) A covering letter on your letter head addressed to Samvedana Foundation, A / 20, Keshavkunj Soccity, I.O.C. Road, , Chandkheda, , Ahmedabad – 382424 (as per Annexure-II)
- 2) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 3) Demand Draft for Rs.5,000/- (Rupees Five Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “SAMVEDANA SFURTI COIR CLUSTER”, payable at BANASKANTHA).
- 4) Letter of Authorization for authorized signatory from the tenderer organization.
- 5) Compliance report to the technical Specifications of the Pith Plus Manufacture and Pith Composting 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 Pith Plus Manufacture and Pith Composting are supplied in the past 3 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 Samvedana Foundation, A / 20, Keshavkunj Soceity, I.O.C. Road, , Chandkheda, , Ahmedabad – 382424 (as per Annexure-VIII)
- 2) Price Bid as per Annexure-IX of the Tender document.

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

**Samvedana Foundation**  
**A/20, Keshavkunj Society, I.O.C.Road**  
**Chandkheda, Ahmedabad**  
**Gujarat – 382 424**  
Email: [samvedanafoundation@yahoo.co.in](mailto:samvedanafoundation@yahoo.co.in)

## **TENDER DOCUMENT**

**TENDER NOTICE NO. SFURTI/KER/GUJ02/2016**

# **TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF FIBER EXTRACTION UNIT ON TURNKEY BASIS**

Prepared by



**Entrepreneurship Development Institute of India**  
**(Technical Agency for SFURTI Coir Clusters of**  
**Kerala and Gujarat) - Thrissur – Kerala**  
**Phone Nos. 0487 2206242 and 2206241**  
Email: [edikerala@gmail.com](mailto:edikerala@gmail.com) & [riken@ediindia.org](mailto:riken@ediindia.org)

## CONTENTS

Clause	Topic	Page No
1	Preamble	1
2	Scope of Work	1
3	Qualification Criteria	2
4	Language of the Tender	2
5	Purchase of Tender Documents	3
6	Pre Bid Meeting	3
7	Clarification on the Tender Document	3
8	Amendment of Tender Document	3
9	Authorization of the Tenderer	3
10	Submission of Tender in Two Cover System	3
11	Earnest Money Deposit	4
12	Validity	5
13	Opening and Evaluation of The Tender	5
14	Price Offer	5
15	Evaluation of the Price	6
16	Award of Contract	6
17	Security Deposit	6
18	Agreement	6
19	Issue of Purchase Order	7
20	Schedule of Supply	7
21	Performance Test	7
22	Training of Staff	8
23	Performance Guarantee	8
24	Payment Conditions	8
25	Penalty	9
26	Termination Of The Contract	9
27	General Conditions	9
28	Arbitration	9
29	Jurisdiction of the Court	10
	<b>ANNEXURES</b>	
I	Technical Specifications	11
I(a)	Compliance to the Technical Specifications	13
II	Part-I (Covering Letter)	26
III	Details of the Tenderer	28
IV	Annual Turnover Statement	29
V	List of customers to whom the tendered items are supplied in the past 3 years	30
VI	Declaration for not having blacklisted	31
VII	Declaration for not having tampered the tender document	32
VIII	Part-II (Covering Letter)	33
IX	Price Bid	34
X	Checklist Of Documents	35

**TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF  
FIBER EXTRACTION UNIT  
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 BANASKANTHA Coir Cluster under SFURTI.

SAMVEDANA SFURTI COIR CLUSTER - SSCC, the Special Purpose Vehicle (SPV) of Sabarkantha Coir Cluster proposes to establish a Common Facility Centre (CFC) at Survey No. 111/1, Bivadi village, Danta, Banaskantha with the financial assistance from Government of India under SFURTI.

In this context, on behalf of SPV, SAMVEDANA FOUNDATION, Chandkheda, Ahmedabad, the implementing agency of SAMVEDANA SFURTI COIR CLUSTER, invites sealed tenders from reputed manufacturers in “Two Cover System” for the supply, erection, and commissioning of SUPPLY, ERECTION AND COMMISSIONING OF FIBER EXTRACTION UNIT ON TURNKEY BASIS through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as 30.06.2016.

**2. SCOPE OF WORK**

- a) The successful tenderer should undertake supply, erection and commissioning of FIBER EXTRACTION UNIT on turnkey basis. The detailed specification of the FIBER EXTRACTION UNIT is given in Annexure-I.
- b) The successful tenderer should complete supply, erection, commissioning within 120 days from the date of receipt of Purchase Order.

### 3. QUALIFICATION CRITERIA

<b>Clause</b>	<b>Qualification Criteria</b>	<b>Supporting Documents</b>
a)	The tenderer should be a registered legal entity	(1) In case of Private/Public Limited Companies: <ul style="list-style-type: none"> <li>• Copy of incorporation certificate issued by the registrar of companies and</li> <li>• Copy of memorandum and articles of association</li> </ul> (2) In case of Partnership firm, <ul style="list-style-type: none"> <li>• Registered partnership deed</li> </ul> (3) 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 a manufacturer of FIBER EXTRACTION UNIT	<ul style="list-style-type: none"> <li>• Copy of Udyog Aadhaar/Excise VAT/CST registration</li> </ul>
c)	The tenderer should have atleast three years of experience (as on 31 <sup>st</sup> March 2016) in the manufacturing of FIBER EXTRACTION UNIT	<ul style="list-style-type: none"> <li>• Purchase order issued by the clients</li> <li>• Performance certificate issued by the clients</li> <li>• List of similar orders executed in last three years as per Annexure-V</li> </ul>
d)	The tenderer should have reported an average annual turnover of Rs. 2.00 crores in the last three consecutive financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2-014-15 and 2015-16	(i) the average annual turnover statement duly certified by the chartered accountant as per Annexure IV (ii) the annual report/certified copies of balance sheet, profit and loss statement along with schedules for the last three consecutive financial years
e)	The tenderer should not have been blacklisted for supply of any items or services to any government agencies	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, 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 from blog [samvedanacoircluster](http://samvedanacoircluster) at free of cost. The tenderer should give a declaration for not having tampered the Tender document downloaded from Internet (as per Annexure VII).

6. PREBID MEETING

There will be a pre-bid meeting on 20.06.2016 at 11.00 A.M. in Samvedana Foundation, A/20, Keshavakunj Society, IOC Road, Chandkheda, Ahmedabad-382 424 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 Samvedana Foundation 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 blog [samvedanacoircluster](http://samvedanacoircluster) for up to date information like change in date / venue etc., of pre-bid meeting as Samvedana Foundation 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 “Samvedana Foundation”. Samvedana Foundation will upload the clarification on [www.coirboard.nic.in](http://www.coirboard.nic.in) or blog [samvedanacoircluster](http://samvedanacoircluster).

8. AMENDMENT OF TENDER DOCUMENT

Samvedana Foundation 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 blog “[samvedanacoircluster](http://samvedanacoircluster)” 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.



- 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 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 “Tender for the supply, erection, and commissioning of FIBER EXTRACTION UNIT on Turnkey basis” and addressed to “The Secretary, Samvedana Foundation, A/20, Keshavkunj Society, IOC Road, Chandkheda, Ahmedabad-382 424”, 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 “Samvedana Foundation, A/20, Keshavkunj Society, IOC Road, Chandkheda, Ahmedabad-382 424” on or before 1.00 PM on 30.06.2016. 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 30.06.2016. Tenders received after the specified time will not be considered and Samvedana Foundation 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. 25,000/- (Rupees Twenty Five Thousand only) in the form of Demand Draft drawn on any Indian Nationalised/ Scheduled Commercial Bank in favour of “SAMVEDANA SFURTI COIR CLUSTER”, payable at Banaskantha. 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 Samvedana Foundation 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 30.06.2016 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) Samvedana Foundation 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, the successful Tenderer should remit a Security Deposit (SD) of 5% of the value of the contract, by way of Demand Draft drawn on any scheduled commercial bank in favour of “SAMVEDANA SFURTI COIR CLUSTER”, payable at Banaskantha, within 5 (five) 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 Samvedana Foundation 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. The successful tenderer should complete supply, FIBER EXTRACTION UNIT within 120 days from the date of receipt of Purchase Order.

20. SCHEDULE OF SUPPLY

- 20(a) The specification of FIBER EXTRACTION UNIT should be as per Annexure-I.
- 20(b) The delivery of FIBER EXTRACTION UNIT ordered shall be completed within 120 days from the date of issue of purchase order. Delay beyond this period will attract penalty.
- 20(c) The FIBER EXTRACTION UNIT should be delivered and installed at Survey No. 111/1, Bivadi village, Danta, Banaskantha.
- 20(d) If the contract is not completed within the stipulated time or extended time, Samvedana Foundation 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 Samvedana Foundation in any manner during the currency of the contract or also found on later date, Samvedana Foundation 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.

21. PERFORMANCE TEST

- 21(a) The successful tenderer shall demonstrate the performance of the FIBER EXTRACTION UNIT 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 Samvedana Foundation as required by the SPV.
- 21(c) The performance tests should be completed within 15 days from the date of installation of FIBER EXTRACTION UNIT.

## 22. TRAINING OF STAFF

- 22(a) The tenderer should provide training to Staffs on the operation and maintenance of FIBER EXTRACTION UNIT before the commencement of performance test.
- 22(b) The tenderer should provide 2 hard copies and soft copies of brochures & operation manuals of FIBER EXTRACTION UNIT.

## 23. PERFORMANCE GUARANTEE

- 23(a) The FIBER EXTRACTION UNIT 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 Samvedana Foundation 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 fulfilment of this contract by the supplier, to the satisfaction of the Samvedana Foundation, 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 issue of Purchase order. 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 Samvedana Foundation.
- 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 paid 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) Samvedana Foundation 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 Samvedana Foundation immediately on demand, without raising any dispute/protest.

## 25. PENALTY

- 25(a) Failure to execute the entire contract within 120 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) Failure to attend the service complaint reported by Samvedana Foundation within 24 hours will attract a penalty of Rs.5,000/- per day.
- 25(c) Any delay on the part of Samvedana Foundation should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict Samvedana Foundation from levying penalty.

## 26. TERMINATION OF THE CONTRACT

Samvedana Foundation 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.

## 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 Samvedana Foundation / 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, Bangalore. 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 Ahmedabad 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 Ahmedabad only.

We agree to the above terms and conditions.

SIGNATURE OF THE TENDERER

DATE:

NAME IN BLOCK LETTERS:

DESIGNATION:

ADDRESS:

### TECHNICAL SPECIFICATIONS FOR FIBER EXTRACTION UNIT

The proposed Fiber Extraction Unit should be comprising of :

1. Disintegrator
2. Decorticator
3. Fiber Screener
4. Pith Screener
5. Conveyors
6. Bailing Press

Given below is the specification for Product/ Machinery Output/Performance and compliance of each of its specification. Tenderer may strictly adhere with each of these requirements.

#### DISINTEGRATOR

Product/Machine Output/Performance Requirement	
Machine	<b>Disintegrator</b>
Minimum Production Capacity	10000 Husk / shift.

**Machinery Specification (Equivalent/ Superior specification required)**

Sl. No.	Parameter	Specification
1.	Electric motor	20hp/15Kw
	a. Brand name	
	b. Warranty	1 Year
	c. Output power	1.5 kW
	d. Rated voltage	440 Volts
	e. Frequency	50 Hertz
	f. Rpm	1440 rpm
	g. ISI,ISO standard details:	International Standard Frames
	h. Starter	L&T Star Delta Starter
2.	Length of Machine	920 mm
	<b>Material Specification</b>	
3.	Material for Frame	ISMC 125
4.	Material for Shell	20 mm Square Bar



5.	Shell Dia	880 mm
6.	Shaft Dia	78 mm
7.	Hand Sets Beater Arms	50 mm x 12 mm
8.	Flange Size	12mm+6mm
9.	Knife	
	<b>Brand Names</b>	
10.	Bearing	SKF/ZKL
11.	Bearing Block	SMR
12.	Sleeve	BI
13.	Pulley	7 inches x 3 C
14.	Belt (Drive)	C Section
15.	Machine Size	1230mm x 920mm x 1025mm
16.	Machine Weight	320 kg
17.	Floor Area (Space Requirement)	2200mm x 1750mm
18.	Specific details:	

**COMPLIANCE TO THE TECHNICAL SPECIFICATIONS (Annexure-1(a))**

The tenders should specify the specifications of **Disintegrator** to be supplied. The Compliance report should be enclosed along with technical bid. Specifications of offered **Disintegrator** is to written clearly in the column “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/Machine Output/Performance Requirement</b>	
Machine	Disintegrator
Minimum Production Capacity	10000 Husk / shift.

<b>Sl. No.</b>	<b>Parameter</b>	<b>Offered Specification</b>
1.	Electric motor	
	a. Brand name	
	b. Warranty	
	c. Output power	
	d. Rated voltage	
	e. Frequency	
	f. Rpm	
	g. ISI,ISO standard details:	
	h. Starter	
2.	Length of Machine	
	<b>Material Specification</b>	
3.	Material for Frame	
4.	Material for Shell	
5.	Shell Dia	
6.	Shaft Dia	
7.	Hand Sets Beater Arms	
8.	Flange Size	
9.	Knife	
	<b>Brand Names</b>	
10.	Bearing	
11.	Bearing Block	
12.	Sleeve	

13.	Pulley	
14.	Belt (Drive)	
15.	Machine Size	
16.	Machine Weight	
17.	Floor Area (Space Requirement)	
18.	Specific details:	

## DECORTICATOR

<b>Product/Machine Output/Performance Requirement</b>	
Machine	<b>Decorticator</b>
Minimum Production Capacity	10000 Husk / shift.

### 1-(ii) Machinery Specification (Equivalent/ Superior specification required)

<b>Sl. No.</b>	<b>Parameter</b>	<b>Specification</b>
1.	Electric motor	25hp/18.75kW
	a. Brand name	
	b. Warranty	1 Year
	c. Output power	18.75 kW
	d. Rated voltage	440 Volts
	e. Frequency	50 Hertz
	f. Rpm	1440 rpm
	g. ISI,ISO standard details:	International Standard Frames
	h. Starter	L&T Star Delta Starter
2.	Length of Machine	2200 mm
	<b>Material Specification</b>	
3.	Material for Frame	ISMC 125
4.	Shell Size	1800mm
5.	Shell Dia	1000mm
6.	Shaft Dia	88 mm
7.	Hand Sets- Beater Arms	50 mm x 16 mm
8.	Flange Size	
9.	Cleat Piece	
10.	Knife	
	<b>Brand Names</b>	
11	Bearing	SKF/ZKL
12	Bearing Block	SMR
13	Sleeve	BI
14	Pulley	10 inches x 3 C
15	Belt (Drive)	C Section
16	Machine Size	2200mm x 1360mm x 1180mm

17	Machine Weight	720 kg
18	Floor Area (Space Requirement)	3080mm x 2275mm
19	Specific details:	

**COMPLIANCE TO THE TECHNICAL SPECIFICATIONS :Annexure-1(a)**

The tenders should specify the specifications of Decorticator to be supplied. The Compliance report should be enclosed along with technical bid. Specifications of offered Decorticator is to written clearly in the column “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 1(i)**

<b>Product/Machine Output/Performance Requirement</b>	
Machine	Decorticator
Minimum Production Capacity	10000 Husk / shift.

**Compliance to Annexure 1(ii)**

<b>Sl. No.</b>	<b>Parameter</b>	<b>Specification</b>
i	Electric motor	
	a. Brand name	
	b. Warranty	
	c. Output power	
	d. Rated voltage	
	e. Frequency	
	f. Rpm	
	g. ISI,ISO standard details:	
	h. Starter	
2.	Length of Machine	
	<b>Material Specification</b>	
3.	Material for Frame	
4.	Shell Size	
5.	Shell Dia	
6.	Shaft Dia	
7.	Hand Sets- Beater Arms	
8.	Flange Size	
9.	Cleat Piece	
10.	Knife	
	<b>Brand Names</b>	
11	Bearing	
12	Bearing Block	
13	Sleeve	
14	Pulley	
15	Belt (Drive)	
16	Machine Size	
17	Machine Weight	
18	Floor Area (Space Requirement)	
19	Specific details:	

## FIBER SCREENER

<b>Product/Machine Output/Performance Requirement</b>	
Machine	<b>Fiber Screener</b>
Minimum Production Capacity	One tone of fiber/ shift.

### 1-(ii) Machinery Specification (Equivalent/ Superior specification required)

<b>Sl. No.</b>	<b>Parameter</b>	<b>Specification</b>
1.	Electric motor	2hp/1.5kW
	a. Brand name	
	b. Warranty	1 Year
	c. Output power	1.5 kW
	d. Rated voltage	440 Volts
	e. Frequency	50 Hertz
	f. Rpm	1440 rpm
	g. ISI,ISO standard details:	International Standard Frames
	h. Starter	L&T DOL Starter
2.	Drum Length	2520 mm
3.	Frame Details	ISMA 50& ISMC 75
4.	Screener Dia	1000mm (Cylindrical)
5.	Side Member Angle	
6.	Ring Size	1000 mm
7.	Bearing Details	P209 & P205
8.	Roller	
9.	Mesh Assembly	SS Perforated Sheet
10.	Drive System	All Belt Drive System
11.	Machine Size	3500mm x 1000mm x 1830mm
12.	Machine Weight	140 kg(approx)
13.	Floor Area (Space Requirement)	3550mm x 1000mm
14.	Specific details:	

**COMPLIANCE TO THE TECHNICAL SPECIFICATIONS: Annexure-1(a)**

The tenders should specify the specifications of Fiber Screener to be supplied. The Compliance report should be enclosed along with technical bid. Specifications of offered Fiber Screener is to be written clearly in the column “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 1(i)**

<b>Product/Machine Output/Performance Requirement</b>	
Machine	Fiber Screener
Minimum Production Capacity	One tone of fiber/ shift.

**Compliance to Annexure 1(ii)**

<b>Sl. No.</b>	<b>Parameter</b>	<b>Specification</b>
1.	Electric motor	
	a. Brand name	
	b. Warranty	
	c. Output power	
	d. Rated voltage	
	e. Frequency	
	f. Rpm	
	g. ISI,ISO standard details:	
	h. Starter	
2.	Drum Length	
3.	Frame Details	
4.	Screener Dia	
5.	Side Member Angle	
6.	Ring Size	
7.	Bearing Details	
8.	Roller	
9.	Mesh Assembly	
10.	Drive System	
11.	Machine Size	
12.	Machine Weight	
13.	Floor Area (Space Requirement)	
14.	Specific details:	



## PITH SCREENER

<b>Product/Machine Output/Performance Requirement</b>	
Machine	<b>Pith Screener</b>
Minimum Production Capacity	Two tonnes of fiber/ shift.

### 1-(ii) Machinery Specification (Equivalent/ Superior specification required)

<b>Sl. No.</b>	<b>Parameter</b>	<b>Offered Specification</b>
1.	Electric motor	2hp/1.5kW
	a. Brand name	
	b. Warranty	1 Year
	c. Output power	1.5 kW
	d. Rated voltage	440 Volts
	e. Frequency	50 Hertz
	f. Rpm	1440 rpm
	g. ISI,ISO standard details:	International Standard Frames
	h. Starter	L&T DOL Starter
2.	Drum Length	2300 mm Tapered Drum
3.	Frame Details	ISMA 65& ISMA 40
4.	Screener Dia	1000mm Minor Dia & 1800 Major Dia
5.	Side Member Angle	
6.	Ring Size	1000 mm Minor Dia & 1800 Major Dia
7.	Bearing Brand	TRC
8.	Mesh Assembly	Weld Mesh ¼”size
9.	Drive System	All Belt Drive System
10.	Machine Size	3680mm x 1800mm x 2200mm
11.	Machine Weight	150 kg(approx)
12.	Floor Area (Space Requirement)	3680mm x 1800mm
13.	Specific details:	

**COMPLIANCE TO THE TECHNICAL SPECIFICATIONS : Annexure-1(a)**

The tenders should specify the specifications of Pith Screener to be supplied. The Compliance report should be enclosed along with technical bid. Specifications of offered Pith Screener is to be written clearly in the column “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 1(i)**

<b>Product/Machine Output/Performance Requirement</b>	
Machine	Pith Screener
Minimum Production Capacity	Two tonnes of fiber/ shift.

**Compliance to Annexure 1(ii)**

<b>Sl. No.</b>	<b>Parameter</b>	<b>Specification</b>
1.	Electric motor	
	a. Brand name	
	b. Warranty	
	c. Output power	
	d. Rated voltage	
	e. Frequency	
	f. Rpm	
	g. ISI,ISO standard details:	
	h. Starter	
2.	Drum Length	
3.	Frame Details	
4.	Screener Dia	
5.	Side Member Angle	
6.	Ring Size	
7.	Bearing Brand	
8.	Mesh Assembly	
9.	Drive System	
10.	Machine Size	
11.	Machine Weight	
12.	Floor Area (Space Requirement)	
13.	Specific details:	

## COVEYORS

<b>Product/Machine Output/Performance Requirement</b>	
Machine	<b>Conveyors</b>

### 1-(ii) Machinery Specification (Equivalent/ Superior specification required)

Sl. No.	Parameter	Offered Specification
1	Electric motor	2hp/1.5kW
	a. Brand name	Crompton Greaves
	b. Warranty	1 Year
	c. Output power	1.5 kW
	d. Rated voltage	440 Volts
	e. Frequency	50 Hertz
	f. Rpm	1440 rpm
	g. ISI,ISO standard details:	International Standard Frames
	h. Starter	L&T DOL Starter
2	Frame Details	ISMC 75
3	Width	
4	Roller size	140mm
5	Bearing Brand	TRC
6	Block Brand	
7	Belt Details	
8	Cone Roller	Cone Rollers are engineering failures. Actual requirement is 3 segmented roller assembly
9	Leg Assembly	
10	Drive System	Geared drive
11	Machine Size	
12	Machine Weight	
13	Space Requirement	
14	Specific Details	

### **COMPLIANCE TO THE TECHNICAL SPECIFICATIONS: Annexure-1(a)**

The tenders should specify the specifications of Conveyor to be supplied. The Compliance report should be enclosed along with technical bid. Specifications of offered Conveyor is to written clearly in the column “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 1(i)**

<b>Product/Machine Output/Performance Requirement</b>	
Machine	<b>Conveyors</b>

**Compliance to Annexure 1(ii)**

<b>Sl. No.</b>	<b>Parameter</b>	<b>Specification</b>
1	Electric motor	
	a. Brand name	
	b. Warranty	
	c. Output power	
	d. Rated voltage	
	e. Frequency	
	f. Rpm	
	g. ISI,ISO standard details:	
	h. Starter	
2	Frame Details	
3	Width	
4	Roller size	
5	Bearing Brand	
6	Block Brand	
7	Belt Details	
8	Cone Roller	
9	Leg Assembly	
10	Drive System	
11	Machine Size	
12	Machine Weight	
13	Space Requirement	
14	Specific Details	

## BAILING PRESS

<b>Product/Machine Output/Performance Requirement</b>	
Machine	<b>Bailing Press</b>
Baling Capacity	30 to 35 kg (Dry Fiber)
Production Capacity	Minimum 4 to 5 Bundle Per Hour

### 1-(ii) Machinery Specification (Equivalent/ Superior specification required)

<b>Sl. No.</b>	<b>Parameter</b>	<b>Specification</b>
1	Bale Size	850mm x 600mm x 350mm
2	Electric motor	5hp/3.75kW
	a. Brand name	
	b. Warranty	1 Year
	c. Output power	3.75 kW
	d. Rated voltage	440 Volts
	e. Frequency	50 Hertz
	f. Rpm	1440 rpm
	g. ISI,ISO standard details:	International Standard Frames
	h. Starter	L&T DOL Starter
3	Frame Details	ISMC 100
4	Total Height	2550 mm & 1850mm from working
5	Box Sheet Thickness	2.5 mm
6	Bed Frame	ISMC 75
7	Belt, Pulley Brand	
8	Drive System	Gear & Pulley System
9	Machine Size	2550mm x 1250mm x 885mm
10	Machine Weight	1240 kg
11	Space Requirement	1450mm x 1100mm
12	Specific Details	The smaller size of bale increases

### **COMPLIANCE TO THE TECHNICAL SPECIFICATIONS: Annexure-1(a)**

The tenders should specify the specifications of bailing press to be supplied. The Compliance report should be enclosed along with technical bid. Specifications of offered bailing press is to written clearly in the column “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 1(i)**

<b>Product/Machine Output/Performance Requirement</b>	
Machine	Bailing Press
Bale Size	30 to 35 kg (Dry Fiber)
Production Capacity	Minimum 4 to 5 Bundle Per Hour

**Compliance to Annexure 1(ii)**

<b>Sl. No.</b>	<b>Parameter</b>	<b>Specification</b>
1	Bale Size	
2		
	Electric motor	
	a. Brand name	
	b. Warranty	
	c. Output power	
	d. Rated voltage	
	e. Frequency	
	f. rpm	
	g. ISI,ISO standard details:	
3	h. Starter	
4	Frame Details	
5	Total Height	
6	Box Sheet Thickness	
7	Bed Frame	
8	Belt, Pulley Brand	
9	Drive System	
10	Machine Size	
11	Machine Weight	
12	Space Requirement	
	Specific Details	

**PART-I**

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

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

Secretary  
Samvedana Foundation  
A / 20, Keshavkunj Soceity,  
I.O.C. Road,  
Chandkheda,  
Ahmedabad – 382424

Sir,

Sub: Tender for the supply, erection, and commissioning FIBER EXTRACTION UNIT 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 FIBER EXTRACTION UNIT specified by Samvedana Foundation in this tender document.

We enclose the following documents:

- 1) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 2) Demand Draft for Rs.5,000/- (Rupees Five Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “SAMVEDANA SFURTI COIR CLUSTER”, payable at BANASKANTHA).

- 3) Letter of Authorization for authorized signatory from the tenderer organization.
- 4) Compliance report to the technical Specifications of the FIBER EXTRACTION UNIT 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 FIBER EXTRACTION UNIT are supplied in the past 3 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 in Gujarat	
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/ VAT	
11. PAN Number	
12. Service Tax Registration Number	
13. PAN Number	

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

**ANNEXURE – IV**

**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.

<b>S.no</b>	<b>Year</b>	<b>Turnover in lakh (Rs.)</b>
1	2012-2013	
2	2013-2014	
3	2014-2015	
4	2015-2016	
	Total	Lakh
Average annual turnover Lakh		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 FIBER EXTRACTION UNIT are supplied in the past 3 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 FIBER EXTRACTION UNIT 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 **blog** “samvedanacoircluster”. 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 SAMVEDANA FOUNDATION- Ahmedabad/Coir Board or prosecuted.

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

**PART-II**

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

Secretary

Samvedana Foundation

A / 20, Keshavkunj Soceity,

I.O.C. Road,

Chandkheda,

Ahmedabad – 382424

Sir,

Sub: Tender for the supply, erection, and commissioning of FIBER EXTRACTION UNIT on turnkey basis – Submission of **Part – II** – Price Offer-Reg

Ref:- Our tender (Technical Bid) submitted today for “FIBER EXTRACTION UNIT”

In continuation of our above tender, we submit herewith the price offer for “FIBER EXTRACTION UNIT on turnkey basis” as specified by SAMVEDANA FOUNDATION in this tender document. We agree to abide by the terms and conditions stipulated by the SAMVEDANA FOUNDATION and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the SAMVEDANA FOUNDATION in this tender will hold good as per SAMVEDANA FOUNDATION tender conditions.

Yours faithfully,

**SIGNATURE OF THE TENDERER**

**ANNEXURE –IX**

**PRICE BID**

**(Amount in Rs.)**

<b>Sl. No</b>	<b>Description</b>	<b>Basic price</b>	<b>Excise Duty</b>	<b>VAT</b>	<b>CST</b>	<b>Total Cost</b>
<b>1</b>	FIBER EXTRACTION UNIT					

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

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

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

- 2) A covering letter on your letter head addressed to Samvedana Foundation, A / 20, Keshavkunj Soccity, I.O.C. Road, , Chandkheda, , Ahmedabad – 382424 (as per Annexure-II)
- 2) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 3) Demand Draft for Rs.5,000/- (Rupees Five Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “SAMVEDANA SFURTI COIR CLUSTER”, payable at BANASKANTHA).
- 4) Letter of Authorization for authorized signatory from the tenderer organization.
- 5) Compliance report to the technical Specifications of the FIBER EXTRACTION UNIT 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 FIBER EXTRACTION UNIT are supplied in the past 3 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**

- 2) A covering letter on the letter head addressed to Samvedana Foundation, A / 20, Keshavkunj Soceity, I.O.C. Road, , Chandkheda, , Ahmedabad – 382424 (as per Annexure-VIII)
- 2) Price Bid as per Annexure-IX of the Tender document.

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

**Samvedana Foundation,  
A/20, Keshavkunj Society, I.O.C.Road  
Chandkheda, Ahmedabad  
Gujarat – 382 424  
Email: [samvedanafoundation@yahoo.co.in](mailto:samvedanafoundation@yahoo.co.in)**

## **TENDER DOCUMENT**

**TENDER NOTICE NO. SFURTI/KER/GUJ03/2016**

**TENDER FOR THE SUPPLY, ERECTION AND  
COMMISSIONING OF ELECTRONIC RATT FOR COIR  
YARN SPINNING WITH SOLAR POWER (10 NOS)  
ON TURNKEY BASIS**

Prepared by



**Entrepreneurship Development Institute of India  
(Technical Agency for SFURTI Coir Clusters of  
Kerala and Gujarat) - Thrissur – Kerala  
Phone Nos. 0487 2206242 and 2206241  
Email: [edikerala@gmail.com](mailto:edikerala@gmail.com) & [riken@ediindia.org](mailto:riken@ediindia.org)**

## CONTENTS

Clause	Topic	Page No
<b>1</b>	<b>Preamble</b>	<b>1</b>
<b>2</b>	<b>Scope of Work</b>	<b>1</b>
<b>3</b>	<b>Qualification Criteria</b>	<b>2</b>
<b>4</b>	<b>Language of the Tender</b>	<b>2</b>
<b>5</b>	<b>Purchase of Tender Documents</b>	<b>3</b>
<b>6</b>	<b>Pre Bid Meeting</b>	<b>3</b>
<b>7</b>	<b>Clarification on the Tender Document</b>	<b>3</b>
<b>8</b>	<b>Amendment of Tender Document</b>	<b>3</b>
<b>9</b>	<b>Authorization of the Tenderer</b>	<b>3</b>
<b>10</b>	<b>Submission of Tender in Two Cover System</b>	<b>3</b>
<b>11</b>	<b>Earnest Money Deposit</b>	<b>4</b>
<b>12</b>	<b>Validity</b>	<b>5</b>
<b>13</b>	<b>Opening and Evaluation of The Tender</b>	<b>5</b>
<b>14</b>	<b>Price Offer</b>	<b>5</b>
<b>15</b>	<b>Evaluation of the Price</b>	<b>6</b>
<b>16</b>	<b>Award of Contract</b>	<b>6</b>
<b>17</b>	<b>Security Deposit</b>	<b>6</b>
<b>18</b>	<b>Agreement</b>	<b>6</b>
<b>19</b>	<b>Issue of Purchase Order</b>	<b>7</b>
<b>20</b>	<b>Schedule of Supply</b>	<b>7</b>
<b>21</b>	<b>Performance Test</b>	<b>7</b>
<b>22</b>	<b>Training of Staff</b>	<b>8</b>
<b>23</b>	<b>Performance Guarantee</b>	<b>8</b>
<b>24</b>	<b>Payment Conditions</b>	<b>8</b>
<b>25</b>	<b>Penalty</b>	<b>9</b>
<b>26</b>	<b>Termination Of The Contract</b>	<b>9</b>
<b>27</b>	<b>General Conditions</b>	<b>9</b>
<b>28</b>	<b>Arbitration</b>	<b>9</b>
<b>29</b>	<b>Jurisdiction of the Court</b>	<b>10</b>
	<b>ANNEXURES</b>	
<b>I</b>	<b>Technical Specifications</b>	<b>11</b>
<b>I(a)</b>	<b>Compliance to the Technical Specifications</b>	<b>12</b>
<b>II</b>	<b>Part-I (Covering Letter)</b>	<b>13</b>
<b>III</b>	<b>Details of the Tenderer</b>	<b>15</b>
<b>IV</b>	<b>Annual Turnover Statement</b>	<b>16</b>
<b>V</b>	<b>List of customers to whom the tendered items are supplied in the past 3 years</b>	<b>17</b>
<b>VI</b>	<b>Declaration for not having blacklisted</b>	<b>18</b>
<b>VII</b>	<b>Declaration for not having tampered the tender document</b>	<b>19</b>
<b>VIII</b>	<b>Part-II (Covering Letter)</b>	<b>20</b>
<b>IX</b>	<b>Price Bid</b>	<b>21</b>
<b>X</b>	<b>Checklist Of Documents</b>	<b>22</b>

**TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF ELECTRONIC  
RATT FOR COIR YARNN SPINNING WITH SOLAR POWER -10 Nos.  
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 Banaskantha Coir Cluster under SFURTI.

SAMVEDANA SFURTI COIR CLUSTER - SSCC, the Special Purpose Vehicle (SPV) of Sabarkantha Coir Cluster proposes to establish a Common Facility Centre (CFC) at Survey No. 111/1, Bivadi village, Danta, Banaskantha with the financial assistance from Government of India under SFURTI.

In this context, on behalf of SPV, SAMVEDANA FOUNDATION, Chandkheda, Ahmedabad, the implementing agency of SAMVEDANA SFURTI COIR CLUSTER, invites sealed tenders from reputed manufacturers in “Two Cover System” for the supply, erection, and commissioning of **ELECTRONIC RATT FOR COIR YARNN SPINNING WITH SOLAR POWER** on turnkey basis through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as 30.06.2016.

2. SCOPE OF WORK

- a) The successful tenderer should undertake supply, erection and commissioning of **ELECTRONIC RATT FOR COIR YARNN SPINNING WITH SOLAR POWER** on turnkey basis. The detailed specification of the **ELECTRONIC RATT FOR COIR YARNN SPINNING WITH SOLAR POWER** is given in Annexure-I.
- b) The successful tenderer should complete supply, erection, commissioning within 120 days from the date of receipt of Purchase Order.

### 3. QUALIFICATION CRITERIA

Clause	Qualification Criteria	Supporting Documents
a)	The tenderer should be a registered legal entity	(1) In case of Private/Public Limited Companies: <ul style="list-style-type: none"> <li>• Copy of incorporation certificate issued by the registrar of companies and</li> <li>• Copy of memorandum and articles of association</li> </ul> (2) In case of Partnership firm, <ul style="list-style-type: none"> <li>• Registered partnership deed</li> </ul> (3) 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 a manufacturer of <b>ELECTRONIC RATT FOR COIR YARNN SPINNING WITH SOLAR POWER</b>	<ul style="list-style-type: none"> <li>• Copy of Udyog Aadhaar/Excise VAT/CST registration</li> </ul>
c)	The tenderer should have atleast three years of experience (as on 31 <sup>st</sup> March 2016) in the manufacturing of <b>ELECTRONIC RATT FOR COIR YARNN SPINNING WITH SOLAR POWER</b>	<ul style="list-style-type: none"> <li>• Purchase order issued by the clients</li> <li>• Performance certificate issued by the clients</li> <li>• List of similar orders executed in last three years as per Annexure-V</li> </ul>
d)	The tenderer should have reported an average annual turnover of Rs. 2.00 crores in the last three consecutive financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2-014-15 and 2015-16	(i) the average annual turnover statement duly certified by the chartered accountant as per Annexure IV (ii) the annual report/certified copies of balance sheet, profit and loss statement along with schedules for the last three consecutive financial years
e)	The tenderer should not have been blacklisted for supply of any items or services to any government agencies	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, 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 from blog [samvedanacoircluster](http://samvedanacoircluster) at free of cost. The tenderer should give a declaration for not having tampered the Tender document downloaded from Internet (as per Annexure VII).

## 6. PRE-BID MEETING

There will be a pre-bid meeting on 20.06.2016 at 11.00 A.M. in Samvedana Foundation, A/20, Keshavakunj Society, IOC Road, Chandkheda, Ahmedabad-382 424 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 Samvedana Foundation 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 blog [samvedanacoircluster](http://samvedanacoircluster) for up to date information like change in date / venue etc., of pre-bid meeting as Samvedana Foundation 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 “Samvedana Foundation”. Samvedana Foundation will upload the clarification on [www.coirboard.nic.in](http://www.coirboard.nic.in) or blog [samvedanacoircluster](http://samvedanacoircluster).

## 8. AMENDMENT OF TENDER DOCUMENT

Samvedana Foundation 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 blog “[samvedanacoircluster](http://samvedanacoircluster)” 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.

- 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 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 “Tender for the supply, erection, and commissioning of **ELECTRONIC RATT FOR COIR YARN SPINNING WITH SOLAR POWER** on Turnkey basis” and addressed to “The Secretary, Samvedana Foundation, A/20, Keshavkunj Society, IOC Road, Chandkheda, Ahmedabad-382 424”, 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 “Samvedana Foundation, A/20, Keshavkunj Society, IOC Road, Chandkheda, Ahmedabad-382 424” on or before 1.00 PM on 30.06.2016. 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 30.06.2016. Tenders received after the specified time will not be considered and Samvedana Foundation 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. 5,000/- (Rupees Five Thousand only) in the form of Demand Draft drawn on any Indian Nationalised/ Scheduled Commercial Bank in favour of “SAMVEDANA SFURTI COIR CLUSTER”, payable at Banaskantha. 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 Samvedana Foundation 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 30.06.2016 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) Samvedana Foundation 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, the successful Tenderer should remit a Security Deposit (SD) of 5% of the value of the contract, by way of Demand Draft drawn on any scheduled commercial bank in favour of “SAMVEDANA SFURTI COIR CLUSTER”, payable at Banaskantha, within 5 (five) 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 Samvedana Foundation 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. The successful tenderer should complete supply of **ELECTRONIC RATT FOR COIR YARNN SPINNING WITH SOLAR POWER** within 120 days from the date of receipt of Purchase Order.

20. SCHEDULE OF SUPPLY

- 20(a) The specification of **ELECTRONIC RATT FOR COIR YARNN SPINNING WITH SOLAR POWER** should be as per Annexure-I.
- 20(b) The delivery of **ELECTRONIC RATT FOR COIR YARNN SPINNING WITH SOLAR POWER** ordered shall be completed within 120 days from the date of issue of purchase order. Delay beyond this period will attract penalty.
- 20(c) The **ELECTRONIC RATT FOR COIR YARNN SPINNING WITH SOLAR POWER** should be delivered and installed at Survey No. 111/1, Bivadi village, Danta, Banaskantha.
- 20(d) If the contract is not completed within the stipulated time or extended time, Samvedana Foundation 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 Samvedana Foundation in any manner during the currency of the contract or also found on later date, Samvedana Foundation 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.

21. PERFORMANCE TEST

- 21(a) The successful tenderer shall demonstrate the performance of the **ELECTRONIC RATT FOR COIR YARNN SPINNING WITH SOLAR POWER** 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 Samvedana Foundation as required by the SPV.

21(c) The performance tests should be completed within 15 days from the date of installation of **ELECTRONIC RATT FOR COIR YARNN SPINNING WITH SOLAR POWER.**

## 22. TRAINING OF STAFF

22(a) The tenderer should provide training to Staffs on the operation and maintenance of **ELECTRONIC RATT FOR COIR YARNN SPINNING WITH SOLAR POWER** before the commencement of performance test.

22(b) The tenderer should provide 2 hard copies and soft copies of brochures & operation manuals of **ELECTRONIC RATT FOR COIR YARNN SPINNING WITH SOLAR POWER.**

## 23. PERFORMANCE GUARANTEE

23(a) The **ELECTRONIC RATT FOR COIR YARNN SPINNING WITH SOLAR POWER** 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 Samvedana Foundation 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 fulfilment of this contract by the supplier, to the satisfaction of the Samvedana Foundation, 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 issue of Purchase order. 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 Samvedana Foundation.

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 paid 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) Samvedana Foundation 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 Samvedana Foundation immediately on demand, without raising any dispute/protest.

## 25. PENALTY

25(a) Failure to execute the entire contract within 120 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) Failure to attend the service complaint reported by Samvedana Foundation within 24 hours will attract a penalty of Rs.1000/- per day.

25(c) Any delay on the part of Samvedana Foundation should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict Samvedana Foundation from levying penalty.

## 26. TERMINATION OF THE CONTRACT

Samvedana Foundation 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.

## 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 Samvedana Foundation / 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, Bangalore. 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 Ahmedabad 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 Ahmedabad only.

We agree to the above terms and conditions.

SIGNATURE OF THE TENDERER

DATE:

NAME IN BLOCK LETTERS:

DESIGNATION:

ADDRESS:

## TECHNICAL SPECIFICATIONS

### 1-(i): Specification for Product/Machinery Output/Performance (Strict adherence required)

<b>Product/Machine Output/Performance Requirement</b>	
Machine	Electronic Ratt for coir yarn spinning with solar power-10 Nos.
Yarn runnage	100 to 160 runnage for loose and hard twist yarn
Minimum Production Capacity	10 kg to 15 kg/8hours

### 1-(ii) Machinery Specification (Equivalent/ Superior specification required)

<b>Parameter</b>	<b>Specification</b>
Structure	
Stand	
Movable Stand	
Motors	
i. Warranty	
j. Output power	
k. Rated Voltage	
l. Frequency	
m. RPM range	
n. ISO, ISI standard details	
Re-hanking equipment	
Machine size	
Machine weight	
Space requirement	
Specific details	

**COMPLIANCE TO THE TECHNICAL SPECIFICATIONS**

The tenders should specify the specifications of **Electronic Ratt for Coir Yarn Spinning with Solar Power** to be supplied. The Compliance report should be enclosed along with technical bid. Specifications of offered **Electronic Ratt for Coir Yarn Spinning with Solar Power** is to written clearly in the column “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 1(i)**

<b>Product/Machine Output/Performance Requirement</b>	
Machine	Electronic Ratt for coir yarn spinning with solar power-10 Nos.
Yarn runnage	100 to 160 runnage for loose and hard twist yarn
Minimum Production Capacity	10 kg to 15 kg/8hours

**Compliance to Annexure 1(ii)**

<b>Parameter</b>	<b>Offered Specification</b>
Structure	
Stand	
Movable Stand	
Motors	
a. Warranty	
b. Output power	
c. Rated Voltage	
d. Frequency	
e. RPM range	
f. ISO, ISI standard details	
Re-hanking equipment	
Machine size	
Machine weight	
Space requirement	
Specific details	

**PART-I**

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

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

Secretary  
Samvedana Foundation  
A / 20, Keshavkunj Soceity,  
I.O.C. Road,  
Chandkheda,  
Ahmedabad – 382424

Sir,

Sub: Tender for the supply, erection, and commissioning of Electronic Ratt for Coir Yarn Spinning with Solar Power 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 Electronic Ratt for Coir Yarn Spinning with Solar Power on turnkey basis as specified by Samvedana Foundation in this tender document.

We enclose the following documents:

- 1) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 2) Demand Draft for Rs.5,000/- (Rupees Five Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “SAMVEDANA SFURTI COIR CLUSTER”, payable at BANASKANTHA).



- 3) Letter of Authorization for authorized signatory from the tenderer organization.
- 4) Compliance report to the technical Specifications of Electronic Ratt for Coir Yarn Spinning with Solar Power 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 Electronic Ratt for Coir Yarn Spinning with Solar Power are supplied in the past 3 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 in Gujarat	
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/ VAT	
11. PAN Number	
12. Service Tax Registration Number	
13. PAN Number	

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

**ANNEXURE – IV**

**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.

<b>S.no</b>	<b>Year</b>	<b>Turnover in lakh (Rs.)</b>
1	2012-2013	
2	2013-2014	
3	2014-2015	
4	2015-2016	
	Total	Lakh
Average annual turnover Lakh		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 Electronic Ratt for Coir Yarn Spinning with Solar Power are supplied in the past 3 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 Electronic Ratt for Coir Yarn Spinning with Solar Power 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 **blog** “samvedanacoircluster”. 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 SAMVEDANA FOUNDATION- Ahmedabad/Coir Board or prosecuted.

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

**PART-II**

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

Secretary

Samvedana Foundation

A / 20, Keshavkunj Soceity,

I.O.C. Road,

Chandkheda,

Ahmedabad – 382424

Sir,

Sub: Tender for the supply, erection, and commissioning of Electronic Ratt for Coir Yarn Spinning with Solar Power on turnkey basis – Submission of **Part – II** – Price Offer-Reg

Ref:- Our tender (Technical Bid) submitted today for “Electronic Ratt for Coir Yarn Spinning with Solar Power”

In continuation of our above tender, we submit herewith the price offer for “Electronic Ratt for Coir Yarn Spinning with Solar Power on turnkey basis” as specified by SAMVEDANA FOUNDATION in this tender document. We agree to abide by the terms and conditions stipulated by the SAMVEDANA FOUNDATION and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the SAMVEDANA FOUNDATION in this tender will hold good as per SAMVEDANA FOUNDATION tender conditions.

Yours faithfully,

**SIGNATURE OF THE TENDERER**

**ANNEXURE –IX**

**PRICE BID**

**(Amount in Rs.)**

<b>Sl. No</b>	<b>Description</b>	<b>Basic price</b>	<b>Excise Duty</b>	<b>VAT</b>	<b>CST</b>	<b>Total Cost</b>
<b>1</b>	Electronic Ratt for Coir Yarn Spinning with Solar Power-10 Nos.					

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

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



**CHECKLIST OF DOCUMENTS**

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

- 3) A covering letter on your letter head addressed to Samvedana Foundation, A / 20, Keshavkunj Socceity, I.O.C. Road, , Chandkheda, , Ahmedabad – 382424 (as per Annexure-II)
- 2) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 3) Demand Draft for Rs.5,000/- (Rupees Five Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “SAMVEDANA SFURTI COIR CLUSTER”, payable at BANASKANTHA).
- 4) Letter of Authorization for authorized signatory from the tenderer organization.
- 5) Compliance report to the technical Specifications of the Electronic Ratt for Coir Yarn Spinning with Solar Power 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 Electronic Ratt for Coir Yarn Spinning with Solar Power are supplied in the past 3 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**

- 3) A covering letter on the letter head addressed to Samvedana Foundation, A / 20, Keshavkunj Soceity, I.O.C. Road, , Chandkheda, , Ahmedabad – 382424 (as per Annexure-VIII)
- 2) Price Bid as per Annexure-IX of the Tender document.

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

**Samvedana Foundation,  
A/20, Keshavkunj Society, I.O.C.Road  
Chandkheda, Ahmedabad  
Gujarat – 382 424  
Email: [samvedanafoundation@yahoo.co.in](mailto:samvedanafoundation@yahoo.co.in)**

## **TENDER DOCUMENT**

**TENDER NOTICE NO. SFURTI/GUJ04/2016**

**TENDER FOR THE SUPPLY, ERECTION AND  
COMMISSIONING OF  
DOUBLE HEAD AUTO FEED COIR YARN SPINNING  
MACHINE WITH RE-HANKING EQUIPMENTS 10 NOS.  
ON TURNKEY BASIS**

Prepared by



**Entrepreneurship Development Institute of India  
(Technical Agency for SFURTI Coir Clusters of  
Kerala and Gujarat) - Thrissur – Kerala  
Phone Nos. 0487 2206242 and 2206241**

Email: [edikerala@gmail.com](mailto:edikerala@gmail.com) & [riken@ediindia.org](mailto:riken@ediindia.org)

## CONTENTS

<b>Clause</b>	<b>Topic</b>	<b>Page No</b>
<b>1</b>	<b>Preamble</b>	<b>1</b>
<b>2</b>	<b>Scope of Work</b>	<b>1</b>
<b>3</b>	<b>Qualification Criteria</b>	<b>2</b>
<b>4</b>	<b>Language of the Tender</b>	<b>2</b>
<b>5</b>	<b>Purchase of Tender Documents</b>	<b>3</b>
<b>6</b>	<b>Pre Bid Meeting</b>	<b>3</b>
<b>7</b>	<b>Clarification on the Tender Document</b>	<b>3</b>
<b>8</b>	<b>Amendment of Tender Document</b>	<b>3</b>
<b>9</b>	<b>Authorization of the Tenderer</b>	<b>3</b>
<b>10</b>	<b>Submission of Tender in Two Cover System</b>	<b>3</b>
<b>11</b>	<b>Earnest Money Deposit</b>	<b>4</b>
<b>12</b>	<b>Validity</b>	<b>5</b>
<b>13</b>	<b>Opening and Evaluation of The Tender</b>	<b>5</b>
<b>14</b>	<b>Price Offer</b>	<b>5</b>
<b>15</b>	<b>Evaluation of the Price</b>	<b>6</b>
<b>16</b>	<b>Award of Contract</b>	<b>6</b>
<b>17</b>	<b>Security Deposit</b>	<b>6</b>
<b>18</b>	<b>Agreement</b>	<b>6</b>
<b>19</b>	<b>Issue of Purchase Order</b>	<b>7</b>
<b>20</b>	<b>Schedule of Supply</b>	<b>7</b>
<b>21</b>	<b>Performance Test</b>	<b>7</b>
<b>22</b>	<b>Training of Staff</b>	<b>8</b>
<b>23</b>	<b>Performance Guarantee</b>	<b>8</b>
<b>24</b>	<b>Payment Conditions</b>	<b>8</b>
<b>25</b>	<b>Penalty</b>	<b>9</b>
<b>26</b>	<b>Termination Of The Contract</b>	<b>9</b>
<b>27</b>	<b>General Conditions</b>	<b>9</b>
<b>28</b>	<b>Arbitration</b>	<b>9</b>
<b>29</b>	<b>Jurisdiction of the Court</b>	<b>10</b>
	<b>ANNEXURES</b>	
<b>I</b>	<b>Technical Specifications</b>	<b>11</b>
<b>I(a)</b>	<b>Compliance to the Technical Specifications</b>	<b>13</b>
<b>II</b>	<b>Part-I (Covering Letter)</b>	<b>15</b>
<b>III</b>	<b>Details of the Tenderer</b>	<b>17</b>
<b>IV</b>	<b>Annual Turnover Statement</b>	<b>18</b>
<b>V</b>	<b>List of customers to whom the tendered items are supplied in the past 3 years</b>	<b>19</b>
<b>VI</b>	<b>Declaration for not having blacklisted</b>	<b>20</b>
<b>VII</b>	<b>Declaration for not having tampered the tender document</b>	<b>21</b>
<b>VIII</b>	<b>Part-II (Covering Letter)</b>	<b>22</b>
<b>IX</b>	<b>Price Bid</b>	<b>23</b>
<b>X</b>	<b>Checklist Of Documents</b>	<b>24</b>

**TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF  
DOUBLE HEAD AUTO FEED COIR YARN SPINNING MACHINE WITH  
RE-HANKING EQUIPMENTS – 10 NOS 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 Banaskantha Coir Cluster under SFURTI.

SAMVEDANA SFURTI COIR CLUSTER - SSCC, the Special Purpose Vehicle (SPV) of Sabarkantha Coir Cluster proposes to establish a Common Facility Centre (CFC) at Survey No. 111/1, Bivadi village, Danta, Banaskantha with the financial assistance from Government of India under SFURTI.

In this context, on behalf of SPV, SAMVEDANA FOUNDATION, Chandkheda, Ahmedabad, the implementing agency of SAMVEDANA SFURTI COIR CLUSTER, invites sealed tenders from reputed manufacturers in “Two Cover System” for the supply, erection, and commissioning of **DOUBLE HEAD AUTO FEED COIR YARN SPINNING MACHINE WITH RE-HANKING EQUIPMENTS** on turnkey basis through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as 30.06.2016.

2. SCOPE OF WORK

- a) The successful tenderer should undertake supply, erection and commissioning of **DOUBLE HEAD AUTO FEED COIR YARN SPINNING MACHINE WITH RE-HANKING EQUIPMENTS** on turnkey basis. The detailed specification of the **DOUBLE HEAD AUTO FEED COIR YARN SPINNING MACHINE WITH RE-HANKING EQUIPMENTS** is given in Annexure-I.
- b) The successful tenderer should complete supply, erection, commissioning within 120 days from the date of receipt of Purchase Order.

### 3. QUALIFICATION CRITERIA

Clause	Qualification Criteria	Supporting Documents
a)	The tenderer should be a registered legal entity	(1) In case of Private/Public Limited Companies: <ul style="list-style-type: none"> <li>• Copy of incorporation certificate issued by the registrar of companies and</li> <li>• Copy of memorandum and articles of association</li> </ul> (2) In case of Partnership firm, <ul style="list-style-type: none"> <li>• Registered partnership deed</li> </ul> (3) 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 a manufacturer of <b>DOUBLE HEAD AUTO FEED COIR YARN SPINNING MACHINE WITH RE-HANKING EQUIPMENTS</b>	<ul style="list-style-type: none"> <li>• Copy of Udyog Aadhaar/Excise VAT/CST registration</li> </ul>
c)	The tenderer should have atleast three years of experience (as on 31 <sup>st</sup> March 2016) in the manufacturing of <b>DOUBLE HEAD AUTO FEED COIR YARN SPINNING MACHINE WITH RE-HANKING EQUIPMENTS</b>	<ul style="list-style-type: none"> <li>• Purchase order issued by the clients</li> <li>• Performance certificate issued by the clients</li> <li>• List of similar orders executed in last three years as per Annexure-V</li> </ul>
d)	The tenderer should have reported an average annual turnover of Rs. 2.00 crores in the last three consecutive financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2-014-15 and 2015-16	(i) the average annual turnover statement duly certified by the chartered accountant as per Annexure IV (ii) the annual report/certified copies of balance sheet, profit and loss statement along with schedules for the last three consecutive financial years
e)	The tenderer should not have been blacklisted for supply of any items or services to any government agencies	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, 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 from blog [samvedanacoircluster](http://samvedanacoircluster) at free of cost. The tenderer should give a declaration for not having tampered the Tender document downloaded from Internet (as per Annexure VII).

## 6. PRE-BID MEETING

There will be a pre-bid meeting on 20.06.2016 at 11.00 A.M. in Samvedana Foundation, A/20, Keshavakunj Society, IOC Road, Chandkheda, Ahmedabad-382 424 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 Samvedana Foundation 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 blog [samvedanacoircluster](http://samvedanacoircluster) for up to date information like change in date / venue etc., of pre-bid meeting as Samvedana Foundation 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 “Samvedana Foundation”. Samvedana Foundation will upload the clarification on [www.coirboard.nic.in](http://www.coirboard.nic.in) or blog [samvedanacoircluster](http://samvedanacoircluster).

## 8. AMENDMENT OF TENDER DOCUMENT

Samvedana Foundation 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 blog “[samvedanacoircluster](http://samvedanacoircluster)” 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.

- 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 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 “Tender for the supply, erection, and commissioning of **DOUBLE HEAD AUTO FEED COIR YARN SPINNING MACHINE WITH RE-HANKING EQUIPMENTS** on Turnkey basis” and addressed to “The Secretary, Samvedana Foundation, A/20, Keshavkunj Society, IOC Road, Chandkheda, Ahmedabad-382 424”, 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 “Samvedana Foundation, A/20, Keshavkunj Society, IOC Road, Chandkheda, Ahmedabad-382 424” on or before 1.00 PM on 30.06.2016. 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 30.06.2016. Tenders received after the specified time will not be considered and Samvedana Foundation 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. 5,000/- (Rupees Five Thousand only) in the form of Demand Draft drawn on any Indian Nationalised/ Scheduled Commercial Bank in favour of “SAMVEDANA SFURTI COIR CLUSTER”, payable at Banaskantha. 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 Samvedana Foundation 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 30.06.2016 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) Samvedana Foundation 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, the successful Tenderer should remit a Security Deposit (SD) of 5% of the value of the contract, by way of Demand Draft drawn on any scheduled commercial bank in favour of “SAMVEDANA SFURTI COIR CLUSTER”, payable at Banaskantha, within 5 (five) 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 Samvedana Foundation 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. The successful tenderer should complete supply of **DOUBLE HEAD AUTO FEED COIR YARN SPINNING MACHINE WITH RE-HANKING EQUIPMENTS** within 120 days from the date of receipt of Purchase Order.

20. SCHEDULE OF SUPPLY

20(a) The specification of **DOUBLE HEAD AUTO FEED COIR YARN SPINNING MACHINE WITH RE-HANKING EQUIPMENTS** should be as per Annexure-I.

20(b) The delivery of **DOUBLE HEAD AUTO FEED COIR YARN SPINNING MACHINE WITH RE-HANKING EQUIPMENTS** ordered shall be completed within 120 days from the date of issue of purchase order. Delay beyond this period will attract penalty.

20(c) The **DOUBLE HEAD AUTO FEED COIR YARN SPINNING MACHINE WITH RE-HANKING EQUIPMENTS** should be delivered and installed at Survey No. 111/1, Bivadi village, Danta, Banaskantha.

20(d) If the contract is not completed within the stipulated time or extended time, Samvedana Foundation 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 Samvedana Foundation in any manner during the currency of the contract or also found on later date, Samvedana Foundation 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.

21. PERFORMANCE TEST

21(a) The successful tenderer shall demonstrate the performance of the **DOUBLE HEAD AUTO FEED COIR YARN SPINNING MACHINE WITH RE-HANKING EQUIPMENTS** 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 Samvedana Foundation as required by the SPV.

21(c) The performance tests should be completed within 15 days from the date of installation of **DOUBLE HEAD AUTO FEED COIR YARN SPINNING MACHINE WITH RE-HANKING EQUIPMENTS.**

22. TRAINING OF STAFF

22(a) The tenderer should provide training to Staff on the operation and maintenance of **DOUBLE HEAD AUTO FEED COIR YARN SPINNING MACHINE WITH RE-HANKING EQUIPMENTS** before the commencement of performance test.

22(b) The tenderer should provide 2 hard copies and soft copies of brochures & operation manuals of **DOUBLE HEAD AUTO FEED COIR YARN SPINNING MACHINE WITH RE-HANKING EQUIPMENTS.**

23. PERFORMANCE GUARANTEE

23(a) The **DOUBLE HEAD AUTO FEED COIR YARN SPINNING MACHINE WITH RE-HANKING EQUIPMENTS** 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 Samvedana Foundation 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 fulfilment of this contract by the supplier, to the satisfaction of the Samvedana Foundation, 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 issue of Purchase order. 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 Samvedana Foundation.

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 paid 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) Samvedana Foundation 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 Samvedana Foundation immediately on demand, without raising any dispute/protest.

## 25. PENALTY

25(a) Failure to execute the entire contract within 120 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) Failure to attend the service complaint reported by Samvedana Foundation within 24 hours will attract a penalty of Rs.1000/- per day.

25(c) Any delay on the part of Samvedana Foundation should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict Samvedana Foundation from levying penalty.

## 26. TERMINATION OF THE CONTRACT

Samvedana Foundation 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.

## 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 Samvedana Foundation / 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, Bangalore. 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 Ahmedabad 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 Ahmedabad only.

We agree to the above terms and conditions.

SIGNATURE OF THE TENDERER

DATE:

NAME IN BLOCK LETTERS:

DESIGNATION:

ADDRESS:

**TECHNICAL SPECIFICATIONS****1-(i): Specification for Product/Machinery Output/Performance (Strict adherence required)**

<b>Product/Machine Output/Performance Requirement</b>	
Machine	Double Head Auto Feed Coir Yarn Spinning Machine with Re-hanking Equipments -10 Nos.
Yarn Runnage	100 to 200 runnage for loose and hard twist yarn
Minimum Production Capacity	70kg to 75kg / 8 hours

**1-(ii) Machinery Specification (Equivalent/ Superior specification required)**

<b>Sl. No.</b>	<b>Parameter</b>	<b>Specification</b>
1	Channel	
2	Angle	
3	Tray Sheet	
4	Push Items	
5	Pipe Items	
6	Gear Wheels	
7	Chain	
8	Chain Sprocket	
9	Back sheet	
10	V.Belt	
11	Ax Belt	
12	Chain Adjustment	
13	Conveyor Belt	
14	Reaper	
15	Bobbin	
16	Nozzle	
17	Needle	
18	Electric Motor	
	a. Brand name	
	b. Warranty	

	c. Output power	
	d. Rated Voltage	
	e. Frequency	
	f. RPM range	
	g. ISO, ISI standard details	
	h. Starter	
19	Electrical Control Panel	
20	Re-hanking equipment	
21	Machine size	
22	Machine weight	
23	Space requirement	
	Specific details:	



**COMPLIANCE TO THE TECHNICAL SPECIFICATIONS**

The tenders should specify the specifications of Double Head Auto Feed Coir Yarn Spinning Machine with Re-hanking Equipments to be supplied. The Compliance report should be enclosed along with technical bid. Specifications of offered Double Head Auto Feed Coir Yarn Spinning Machine with Re-hanking Equipments is to written clearly in the column “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 1(i)**

<b>Product/Machine Output/Performance Requirement</b>	
Machine	Double Head Auto Feed Coir Yarn Spinning Machine with Re-hanking Equipments -10 Nos.
Yarn Runnage	100 to 200 runnage for loose and hard twist yarn
Minimum Production Capacity	70kg to 75kg / 8 hours

**Compliance to Annexure 1(ii)**

<b>Sl. No.</b>	<b>Parameter</b>	<b>Offered Specification</b>
1.	Channel	
2	Angle	
3	Tray Sheet	
4	Push items	
5	Pipe items	
6	Gear Wheels	
7	Chain	
8	Chain Sprocket	
9	Back sheet	
10	V.Belt	
11	Ax Belt	
12	Chain Adjustment	
13	Conveyor Belt	
14	Reaper	
15	Bobbin	

16	Nozzle	
17	Needle	
18	Electric Motor	
	i. Brand name	
	j. Warranty	
	k. Output power	
	l. Rated Voltage	
	m. Frequency	
	n. RPM range	
	o. ISO, ISI standard details	
	p. Starter	
19	Electrical Control Panel	
20	Re-hanking equipment	
21	Machine size	
22	Machine weight	
23	Space requirement	
	Specific details:	

PART-I

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

From,

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

To,

Secretary  
Samvedana Foundation  
A / 20, Keshavkunj Soceity,  
I.O.C. Road,  
Chandkheda,  
Ahmedabad – 382424

Sir,

Sub: Tender for the supply, erection, and commissioning of Double Head Auto Feed Coir Yarn Spinning Machine with Re-hanking Equipments -10 Nos. 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 Double Head Auto Feed Coir Yarn Spinning Machine with Re-hanking Equipments -10 Nos. on turnkey basis as specified by Samvedana Foundation in this tender document.

We enclose the following documents:

- 1) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 2) Demand Draft for Rs.5,000/- (Rupees Five Thousand only), towards EMD (DD No.\_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “SAMVEDANA SFURTI COIR CLUSTER”, payable at BANASKANTHA).
- 3) Letter of Authorization for authorized signatory from the tenderer organization.

- 4) Compliance report to the technical Specifications of Double Head Auto Feed Coir Yarn Spinning Machine with Re-hanking Equipments -10 Nos. 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 Auto Feed Coir Yarn Spinning Machine with Re-hanking Equipments -10 Nos. are supplied in the past 3 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 in Gujarat	
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/ VAT	
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		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 Auto Feed Coir Yarn Spinning Machine with Re-hanking Equipments are supplied in the past 3 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 Electronic Ratt for Coir Yarn Spinning with Solar Power 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 **blog** “samvedanacoircluster”. 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 SAMVEDANA FOUNDATION- Ahmedabad/Coir Board or prosecuted.

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

**PART-II**

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

Secretary

Samvedana Foundation

A / 20, Keshavkunj Soceity,

I.O.C. Road,

Chandkheda,

Ahmedabad – 382424

Sir,

Sub: Tender for the supply, erection, and commissioning of Double Head Auto Feed Coir Yarn Spinning Machine with Re-hanking Equipments on turnkey basis –  
Submission of **Part – II** – Price Offer-Reg

Ref:- Our tender (Technical Bid) submitted today for “Double Head Auto Feed Coir Yarn Spinning Machine with Re-hanking Equipments”

In continuation of our above tender, we submit herewith the price offer for “Double Head Auto Feed Coir Yarn Spinning Machine with Re-hanking Equipments on turnkey basis” as specified by SAMVEDANA FOUNDATION in this tender document. We agree to abide by the terms and conditions stipulated by the SAMVEDANA FOUNDATION and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the SAMVEDANA FOUNDATION in this tender will hold good as per SAMVEDANA FOUNDATION tender conditions.

Yours faithfully,

**SIGNATURE OF THE TENDERER**

**ANNEXURE -IX**

**PRICE BID**

**(Amount in Rs.)**

<b>Sl. No</b>	<b>Description</b>	<b>Basic price</b>	<b>Excise Duty</b>	<b>VAT</b>	<b>CST</b>	<b>Total Cost</b>
<b>1</b>	Double Head Auto Feed Coir Yarn Spinning Machine with Re-hanking Equipments -10 Nos.					

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

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

**CHECKLIST OF DOCUMENTS**

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

- 1) A covering letter on your letter head addressed to Samvedana Foundation, A / 20, Keshavkunj Soceity, I.O.C. Road, , Chandkheda, , Ahmedabad – 382424 (as per Annexure-II)
- 2) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 3) Demand Draft for Rs.5,000/- (Rupees Five Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “SAMVEDANA SFURTI COIR CLUSTER”, payable at BANASKANTHA).
- 4) Letter of Authorization for authorized signatory from the tenderer organization.
- 5) Compliance report to the technical Specifications of the Double Head Auto Feed Coir Yarn Spinning Machine with Re-hanking Equipments 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 Electronic Double Head Auto Feed Coir Yarn Spinning Machine with Re-hanking Equipments are supplied in the past 3 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**

- 4) A covering letter on the letter head addressed to Samvedana Foundation, A / 20, Keshavkunj Soceity, I.O.C. Road, , Chandkheda, , Ahmedabad – 382424 (as per Annexure-VIII)
- 2) Price Bid as per Annexure-IX of the Tender document.

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

**Samvedana Foundation,  
A/20, Keshavkunj Society, I.O.C.Road  
Chandkheda, Ahmedabad  
Gujarat – 382 424  
Email: [samvedanafoundation@yahoo.co.in](mailto:samvedanafoundation@yahoo.co.in)**

## **TENDER DOCUMENT**

**TENDER NOTICE NO. SFURTI/KER/GUJ05/2016**

# **TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF ANUPAM LOOMS ON TURNKEY BASIS**

Prepared by



**Entrepreneurship Development Institute of India  
(Technical Agency for SFURTI Coir Clusters of  
Kerala and Gujarat) - Thrissur – Kerala  
Phone Nos. 0487 2206242 and 2206241  
Email: [edikerala@gmail.com](mailto:edikerala@gmail.com) & [riken@ediindia.org](mailto:riken@ediindia.org)**

## CONTENTS

<b>Clause</b>	<b>Topic</b>	<b>Page No</b>
<b>1</b>	<b>Preamble</b>	<b>1</b>
<b>2</b>	<b>Scope of Work</b>	<b>1</b>
<b>3</b>	<b>Qualification Criteria</b>	<b>2</b>
<b>4</b>	<b>Language of the Tender</b>	<b>2</b>
<b>5</b>	<b>Purchase of Tender Documents</b>	<b>3</b>
<b>6</b>	<b>Pre Bid Meeting</b>	<b>3</b>
<b>7</b>	<b>Clarification on the Tender Document</b>	<b>3</b>
<b>8</b>	<b>Amendment of Tender Document</b>	<b>3</b>
<b>9</b>	<b>Authorization of the Tenderer</b>	<b>3</b>
<b>10</b>	<b>Submission of Tender in Two Cover System</b>	<b>4</b>
<b>11</b>	<b>Earnest Money Deposit</b>	<b>4</b>
<b>12</b>	<b>Validity</b>	<b>5</b>
<b>13</b>	<b>Opening and Evaluation of The Tender</b>	<b>5</b>
<b>14</b>	<b>Price Offer</b>	<b>6</b>
<b>15</b>	<b>Evaluation of the Price</b>	<b>6</b>
<b>16</b>	<b>Award of Contract</b>	<b>6</b>
<b>17</b>	<b>Security Deposit</b>	<b>6</b>
<b>18</b>	<b>Agreement</b>	<b>7</b>
<b>19</b>	<b>Issue of Purchase Order</b>	<b>7</b>
<b>20</b>	<b>Schedule of Supply</b>	<b>7</b>
<b>21</b>	<b>Performance Test</b>	<b>7</b>
<b>22</b>	<b>Training of Staff</b>	<b>8</b>
<b>23</b>	<b>Performance Guarantee</b>	<b>8</b>
<b>24</b>	<b>Payment Conditions</b>	<b>8</b>
<b>25</b>	<b>Penalty</b>	<b>9</b>
<b>26</b>	<b>Termination Of The Contract</b>	<b>9</b>
<b>27</b>	<b>General Conditions</b>	<b>9</b>
<b>28</b>	<b>Arbitration</b>	<b>9</b>
<b>29</b>	<b>Jurisdiction of the Court</b>	<b>10</b>
	<b>ANNEXURES</b>	
<b>I</b>	<b>Technical Specifications</b>	<b>11</b>
<b>I(a)</b>	<b>Compliance to the Technical Specifications</b>	<b>12</b>
<b>II</b>	<b>Part-I (Covering Letter)</b>	<b>13</b>
<b>III</b>	<b>Details of the Tenderer</b>	<b>15</b>
<b>IV</b>	<b>Annual Turnover Statement</b>	<b>16</b>
<b>V</b>	<b>List of customers to whom the tendered items are supplied in the past 3 years</b>	<b>17</b>
<b>VI</b>	<b>Declaration for not having blacklisted</b>	<b>18</b>
<b>VII</b>	<b>Declaration for not having tampered the tender document</b>	<b>19</b>
<b>VIII</b>	<b>Part-II (Covering Letter)</b>	<b>20</b>
<b>IX</b>	<b>Price Bid</b>	<b>21</b>
<b>X</b>	<b>Checklist Of Documents</b>	<b>22</b>

## **TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF ANUPAM LOOMS (2 Nos) 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 Banaskantha Coir Cluster under SFURTI.

SAMVEDANA SFURTI COIR CLUSTER - SSCC, the Special Purpose Vehicle (SPV) of Sabarkantha Coir Cluster proposes to establish a Common Facility Centre (CFC) at Survey No. 111/1, Bivadi village, Danta, Banaskantha with the financial assistance from Government of India under SFURTI.

In this context, on behalf of SPV, SAMVEDANA FOUNDATION, Chandkheda, Ahmedabad, the implementing agency of SAMVEDANA SFURTI COIR CLUSTER, invites sealed tenders from reputed manufacturers in “Two Cover System” for the supply, erection, and commissioning of ANUPAM LOOMS (2 nos.) on turnkey basis through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as 30.06.2016.

### **2. SCOPE OF WORK**

- a) The successful tenderer should undertake supply, erection and commissioning of ANUPAM LOOMS (2 Nos.) on turnkey basis. The detailed specification of the ANUPAM LOOMS (2 Nos.) is given in Annexure-I.
- b) The successful tenderer should complete supply, erection, commissioning within 120 days from the date of receipt of Purchase Order.



### 3. QUALIFICATION CRITERIA

<b>Clause</b>	<b>Qualification Criteria</b>	<b>Supporting Documents</b>
a)	The tenderer should be a registered legal entity	(1) In case of Private/Public Limited Companies: <ul style="list-style-type: none"> <li>• Copy of incorporation certificate issued by the registrar of companies and</li> <li>• Copy of memorandum and articles of association</li> </ul> (2) In case of Partnership firm, <ul style="list-style-type: none"> <li>• Registered partnership deed</li> </ul> (3) 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 a manufacturer of ANUPAM LOOM	<ul style="list-style-type: none"> <li>• Copy of Udyog Aadhaar/Excise VAT/CST registration</li> </ul>
c)	The tenderer should have atleast three years of experience (as on 31 <sup>st</sup> March 2016) in the manufacturing of ANUPAM LOOM	<ul style="list-style-type: none"> <li>• Purchase order issued by the clients</li> <li>• Performance certificate issued by the clients</li> <li>• List of similar orders executed in last three years as per Annexure-V</li> </ul>
d)	The tenderer should have reported an average annual turnover of Rs. 2.00 crores in the last three consecutive financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2-014-15 and 2015-16	(i) the average annual turnover statement duly certified by the chartered accountant as per Annexure IV (ii) the annual report/certified copies of balance sheet, profit and loss statement along with schedules for the last three consecutive financial years
e)	The tenderer should not have been blacklisted for supply of any items or services to any government agencies	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, 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 from blog [samvedanacoircluster](http://samvedanacoircluster) at free of cost. The tenderer should give a declaration for not having tampered the Tender document downloaded from Internet (as per Annexure VII).

## 6. PREBID MEETING

There will be a pre-bid meeting on 20.06.2016 at 11.00 A.M. in Samvedana Foundation, A/20, Keshavakunj Society, IOC Road, Chandkheda, Ahmedabad-382 424 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 Samvedana Foundation 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 blog [samvedanacoircluster](http://samvedanacoircluster) for up to date information like change in date / venue etc., of pre-bid meeting as Samvedana Foundation 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 “Samvedana Foundation”. Samvedana Foundation will upload the clarification on [www.coirboard.nic.in](http://www.coirboard.nic.in) or blog [samvedanacoircluster](http://samvedanacoircluster).

## 8. AMENDMENT OF TENDER DOCUMENT

Samvedana Foundation 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 blog “[samvedanacoircluster](http://samvedanacoircluster)” 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.
- 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 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 “Tender for the supply, erection, and commissioning of ANUPAM LOOMS (2 Nos.) on Turnkey basis” and addressed to “The Secretary, Samvedana Foundation, A/20, Keshavkunj Society, IOC Road, Chandkheda, Ahmedabad-382 424”, 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 “Samvedana Foundation, A/20, Keshavkunj Society, IOC Road, Chandkheda, Ahmedabad-382 424” on or before 1.00 PM on 30.06.2016. 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 30.06.2016. Tenders received after the specified time will not be considered and Samvedana Foundation 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. 15,000/- (Rupees Fifteen thousand only) in the form of Demand Draft drawn on any Indian Nationalised/ Scheduled Commercial Bank in favour of “SAMVEDANA SFURTI COIR CLUSTER”, payable at Banaskantha. 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 Samvedana Foundation 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 30.06.2016 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) Samvedana Foundation 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, the successful Tenderer should remit a Security Deposit (SD) of 5% of the value of the contract, by way of Demand Draft drawn on any scheduled commercial bank in favour of "SAMVEDANA SFURTI COIR CLUSTER", payable at Banaskantha, within 5 (five) 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 Samvedana Foundation 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. The successful tenderer should complete supply, ANUPAM LOOMS (2 Nos.) within 120 days from the date of receipt of Purchase Order.

## 20. SCHEDULE OF SUPPLY

- 20(a) The specification of ANUPAM LOOMS should be as per Annexure-I.
- 20(b) The delivery of ANUPAM LOOMS ordered shall be completed within 120 days from the date of issue of purchase order. Delay beyond this period will attract penalty.
- 20(c) The ANUPAM LOOMS should be delivered and installed at Survey No. 111/1, Bivadi village, Danta, Banaskantha.
- 20(d) If the contract is not completed within the stipulated time or extended time, Samvedana Foundation 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 Samvedana Foundation in any manner during the currency of the contract or also found on later date, Samvedana Foundation 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.

## 21. PERFORMANCE TEST

- 21(a) The successful tenderer shall demonstrate the performance of the ANUPAM LOOMS 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 Samvedana Foundation as required by the SPV.

21(c) The performance tests should be completed within 15 days from the date of installation of ANUPAM LOOMS.

## 22. TRAINING OF STAFF

22(a) The tenderer should provide training to Staff on the operation and maintenance of ANUPAM LOOMS before the commencement of performance test.

22(b) The tenderer should provide 2 hard copies and soft copies of brochures & operation manuals of ANUPAM LOOMS.

## 23. PERFORMANCE GUARANTEE

23(a) The ANUPAM LOOMS 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 Samvedana Foundation 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 fulfilment of this contract by the supplier, to the satisfaction of the Samvedana Foundation, 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 issue of Purchase order. 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 Samvedana Foundation.

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 paid 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) Samvedana Foundation 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 Samvedana Foundation immediately on demand, without raising any dispute/protest.

## 25. PENALTY

- 25(a) Failure to execute the entire contract within 120 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) Failure to attend the service complaint reported by Samvedana Foundation within 24 hours will attract a penalty of Rs.5,000/- per day.
- 25(c) Any delay on the part of Samvedana Foundation should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict Samvedana Foundation from levying penalty.

## 26. TERMINATION OF THE CONTRACT

Samvedana Foundation 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.

## 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 Samvedana Foundation / 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, Bangalore. 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 Ahmedabad 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 Ahmedabad only.

We agree to the above terms and conditions.

SIGNATURE OF THE TENDERER

DATE:

NAME IN BLOCK LETTERS:

DESIGNATION:

ADDRESS:

## TECHNICAL SPECIFICATIONS

### 1-(i): Specification for Product/Machinery Output/Performance (Strict adherence required)

<b>Product/Machine Output/Performance Requirement</b>	
Machines	<ul style="list-style-type: none"> <li>• Anupam Loom – 1 Meter Width-2 Nos.</li> <li>• Sheering machine – 2 Nos,</li> <li>• Bobbin Winding 1 head – 2 Nos</li> <li>• Creel Stand – 2 Nos</li> <li>• Wooden Cops winding machine – 2 Nos</li> </ul>
Production Capacity	30-35 Mtr /day

### 1-(ii) Machinery Specification (Equivalent/ Superior specification required)

**Annexure-1(a)**

**COMPLIANCE TO THE TECHNICAL SPECIFICATIONS**

The tenders should specify the specifications of **Anupam loom – 1 mtr width, Sheering machine, Bobin winding -1 head, Creel stand and Wooden cops winding machine** to be supplied. The Compliance report should be enclosed along with technical bid. Specifications of offered **Anupam loom – 1 mtr width, Sheering machine, Bobin winding -1 head, Creel stand and Wooden cops winding machine** are to written clearly in the column “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 1(i)**

<b>Product/Machine Output/Performance Requirement</b>	
Machines	<ul style="list-style-type: none"><li>• Anupam Loom – 1 Meter Width-2 Nos.</li><li>• Sheering machine – 2 Nos,</li><li>• Bobbin Winding 1 head – 2 Nos</li><li>• Creel Stand – 2 Nos</li><li>• Wooden Cops winding machine – 2 Nos</li></ul>
Production Capacity	30-35 Mtr /day

**Compliance to Annexure 1(ii)**

<b>Sl. No.</b>	<b>Parameter</b>	<b>Offered Specifications</b>

PART-I

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

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

Secretary

Samvedana Foundation

A / 20, Keshavkunj Soceity,

I.O.C. Road,

Chandkheda,

Ahmedabad – 382424

Sir,

Sub: Tender for the supply, erection, and commissioning Anupam Looms (2 nos) 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 Anupam looms on turnkey basis as specified by Samvedana Foundation in this tender document.

We enclose the following documents:

- 1) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 2) Demand Draft for Rs.15,000/- (Rupees Fifteen Thousand only), towards EMD (DD No.\_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “SAMVEDANA SFURTI COIR CLUSTER”, payable at BANASKANTHA).
- 3) Letter of Authorization for authorized signatory from the tenderer organization.

- 4) Compliance report to the technical Specifications of the Anupam Looms 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 Anupam Looms are supplied in the past 3 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 in Gujarat	
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/ VAT	
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.

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

**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 Anupam Looms are supplied in the past 3 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 Anupam Looms 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 **blog** “samvedanacoircluster”. 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 SAMVEDANA FOUNDATION-Ahmedabad/Coir Board or prosecuted.

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

**PART-II**

From,

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

To,

Secretary  
Samvedana Foundation  
A / 20, Keshavkunj Soceity,  
I.O.C. Road,  
Chandkheda,  
Ahmedabad – 382424

Sir,

Sub: Tender for the supply, erection, and commissioning of Anupam Looms on turnkey basis  
– Submission of **Part – II** – Price Offer-Reg

Ref:- Our tender (Technical Bid) submitted today for “Anupam Looms”

In continuation of our above tender, we submit herewith the price offer for “Anupam Looms on turnkey basis” as specified by SAMVEDANA FOUNDATION in this tender document. We agree to abide by the terms and conditions stipulated by the SAMVEDANA FOUNDATION and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the SAMVEDANA FOUNDATION in this tender will hold good as per SAMVEDANA FOUNDATION tender conditions.

Yours faithfully,

**SIGNATURE OF THE TENDERER**

**ANNEXURE –IX**

**PRICE BID**

**(Amount in Rs.)**

<b>Sl. No</b>	<b>Description</b>	<b>Basic price</b>	<b>Excise Duty</b>	<b>VAT</b>	<b>CST</b>	<b>Total Cost</b>
<b>1</b>	Anupam Loom (2 Nos.) with other machineries					

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

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

## CHECKLIST OF DOCUMENTS

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

- 1) A covering letter on your letter head addressed to Samvedana Foundation, A / 20, Keshavkunj Soccity, I.O.C. Road, , Chandkheda, , Ahmedabad – 382424 (as per Annexure-II)
- 2) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 3) Demand Draft for Rs.5,000/- (Rupees Five Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “SAMVEDANA SFURTI COIR CLUSTER”, payable at BANASKANTHA).
- 4) Letter of Authorization for authorized signatory from the tenderer organization.
- 5) Compliance report to the technical Specifications of the Anupam Looms 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 Anupam Looms are supplied in the past 3 years should be enclosed (Annexure-V)
- 9) Declaration for not having black liste 21 y Govt. agencies (as per Annexure-VI).
- 10) Declaration for not having tampered t 21 ler 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**

- 5) A covering letter on the letter head addressed to Samvedana Foundation, A / 20, Keshavkunj Soceity, I.O.C. Road, , Chandkheda, , Ahmedabad – 382424 (as per Annexure-VIII)
- 2) Price Bid as per Annexure-IX of the Tender document.

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

**Samvedana Foundation,  
A/20, Keshavkunj Society, I.O.C.Road  
Chandkheda, Ahmedabad  
Gujarat – 382 424  
Email: [samvedanafoundation@yahoo.co.in](mailto:samvedanafoundation@yahoo.co.in)**

## **TENDER DOCUMENT**

**TENDER NOTICE NO. SFURTI/KER/GUJ06/2016**

### **TENDER FOR THE SUPPLY OF MACHINE/EQUIPMENT FOR DYEING & BLEACHING PLANT ON TURNKEY BASIS**

Prepared by



**Entrepreneurship Development Institute of India  
(Technical Agency for SFURTI Coir Clusters of  
Kerala and Gujarat) - Thrissur – Kerala  
Phone Nos. 0487 2206242 and 2206241  
Email: [edikerala@gmail.com](mailto:edikerala@gmail.com) & [riken@ediindia.org](mailto:riken@ediindia.org)**

## CONTENTS

<b>Clause</b>	<b>Topic</b>	<b>Page No</b>
<b>1</b>	<b>Preamble</b>	<b>1</b>
<b>2</b>	<b>Scope of Work</b>	<b>1</b>
<b>3</b>	<b>Qualification Criteria</b>	<b>2</b>
<b>4</b>	<b>Language of the Tender</b>	<b>2</b>
<b>5</b>	<b>Purchase of Tender Documents</b>	<b>3</b>
<b>6</b>	<b>Pre Bid Meeting</b>	<b>3</b>
<b>7</b>	<b>Clarification on the Tender Document</b>	<b>3</b>
<b>8</b>	<b>Amendment of Tender Document</b>	<b>3</b>
<b>9</b>	<b>Authorization of the Tenderer</b>	<b>3</b>
<b>10</b>	<b>Submission of Tender in Two Cover System</b>	<b>4</b>
<b>11</b>	<b>Earnest Money Deposit</b>	<b>4</b>
<b>12</b>	<b>Validity</b>	<b>5</b>
<b>13</b>	<b>Opening and Evaluation of The Tender</b>	<b>5</b>
<b>14</b>	<b>Price Offer</b>	<b>6</b>
<b>15</b>	<b>Evaluation of the Price</b>	<b>6</b>
<b>16</b>	<b>Award of Contract</b>	<b>6</b>
<b>17</b>	<b>Security Deposit</b>	<b>6</b>
<b>18</b>	<b>Agreement</b>	<b>7</b>
<b>19</b>	<b>Issue of Purchase Order</b>	<b>7</b>
<b>20</b>	<b>Schedule of Supply</b>	<b>7</b>
<b>21</b>	<b>Performance Test</b>	<b>8</b>
<b>22</b>	<b>Training of Staff</b>	<b>8</b>
<b>23</b>	<b>Performance Guarantee</b>	<b>8</b>
<b>24</b>	<b>Payment Conditions</b>	<b>8</b>
<b>25</b>	<b>Penalty</b>	<b>9</b>
<b>26</b>	<b>Termination Of The Contract</b>	<b>9</b>
<b>27</b>	<b>General Conditions</b>	<b>9</b>
<b>28</b>	<b>Arbitration</b>	<b>10</b>
<b>29</b>	<b>Jurisdiction of the Court</b>	<b>10</b>
	<b>ANNEXURES</b>	
<b>I</b>	<b>Technical Specifications</b>	<b>11</b>
<b>I(a)</b>	<b>Compliance to the Technical Specifications</b>	<b>12</b>
<b>II</b>	<b>Part-I (Covering Letter)</b>	<b>13</b>
<b>III</b>	<b>Details of the Tenderer</b>	<b>15</b>
<b>IV</b>	<b>Annual Turnover Statement</b>	<b>16</b>
<b>V</b>	<b>List of customers to whom the tendered items are supplied in the past 3 years</b>	<b>17</b>
<b>VI</b>	<b>Declaration for not having blacklisted</b>	<b>18</b>
<b>VII</b>	<b>Declaration for not having tampered the tender document</b>	<b>19</b>
<b>VIII</b>	<b>Part-II (Covering Letter)</b>	<b>20</b>
<b>IX</b>	<b>Price Bid</b>	<b>21</b>
<b>X</b>	<b>Checklist Of Documents</b>	<b>22</b>



**TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF EFFLEUNT  
TENDER FOR THE SUPPLY OF MACHINE/EQUIPMENT FOR DYEING AND  
BLEACHING PLANT 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 Samvedana SFURTI Coir Cluster.

SAMVEDANA SFURTI COIR CLUSTER - SSCC, the Special Purpose Vehicle (SPV) of Sabarkantha Coir Cluster proposes to establish a Common Facility Centre (CFC) at Survey No. 111/1, Bivadi village, Danta, Banaskantha with the financial assistance from Government of India under SFURTI.

In this context, **on behalf of SPV**, SAMVEDANA FOUNDATION, Chandkheda, Ahmedabad the implementing agency of SAMVEDANA SFURTI COIR CLUSTER, invites sealed tenders from reputed manufacturers in “Two Cover System” for the supply, erection, and commissioning of **MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLANT ON TURNKEY BASIS** on turnkey basis through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as 30.06.2016.

2. SCOPE OF WORK

- a) The successful tenderer should undertake supply, erection and commissioning of **MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLANT ON TURNKEY BASIS** on turnkey basis. The detailed specification of the **MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLANT** is given in Annexure-I.
- b) The successful tenderer should complete supply, erection, commissioning within 120 days from the date of receipt of Purchase Order.

### 3. QUALIFICATION CRITERIA

Clause	Qualification Criteria	Supporting Documents
a)	The tenderer should be a registered legal entity	(1) In case of Private/Public Limited Companies: <ul style="list-style-type: none"> <li>• Copy of incorporation certificate issued by the registrar of companies and</li> <li>• Copy of memorandum and articles of association</li> </ul> (2) In case of Partnership firm, <ul style="list-style-type: none"> <li>• Registered partnership deed</li> </ul> (3) 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/commissioning of <b>MACHINE FOR DYEING AND BLEACHING PLANT ON TURNKEY BASIS</b>	<ul style="list-style-type: none"> <li>• Copy of Udyog Aadhaar/Excise VAT/CST registration</li> </ul>
c)	The tenderer should have atleast three years of experience (as on 31 <sup>st</sup> March 2016) in the field	<ul style="list-style-type: none"> <li>• Purchase order issued by the clients</li> <li>• Performance certificate issued by the clients</li> <li>• List of similar orders executed in last three years as per Annexure-V</li> </ul>
d)	The tenderer should have reported an average annual turnover of Rs. 50 lacs in the last three consecutive financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2-014-15 and 2015-16	(i) the average annual turnover statement duly certified by the chartered accountant as per Annexure IV (ii) the annual report/certified copies of balance sheet, profit and loss statement along with schedules for the last three consecutive financial years
e)	The tenderer should not have been blacklisted for supply of any items or services to any government agencies	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, 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 from blog [samvedanacoircluster](http://samvedanacoircluster) 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 [www.coirboard.nic.in](http://www.coirboard.nic.in) or blog [samvedanacoircluster](http://samvedanacoircluster).

## 6. PREBID MEETING

There will be a pre-bid meeting on 20.06.2016 at 11.00 A.M. in

There will be a pre-bid meeting on 20.06.2016 at 11.00 A.M. in Samvedana Foundation, A/20, Keshavakunj Society, IOC Road, Chandkheda, Ahmedabad-382 424 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 SAMVEDANA FOUNDATION 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 blog [samvedanacoircluster](http://samvedanacoircluster) for up to date information like change in date / venue etc., of pre-bid meeting as Samvedana Foundation 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 “Samvedana Foundation”. Samvedana Foundation will upload the clarification on [www.coirboard.nic.in](http://www.coirboard.nic.in) or blog [samvedanacoircluster](http://samvedanacoircluster).

## 8. AMENDMENT OF TENDER DOCUMENT

SAMVEDANA FOUNDATION 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 blog [samvedanacoircluster](http://samvedanacoircluster) 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.
- 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 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 “Tender for the supply, erection, and commissioning of **MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLANT ON TURNKEY BASIS** ” and addressed to “The Secretary, Samvedana Foundation, A/20, Keshavkunj Society, IOC Road, Chandkheda, Ahmedabad-382 424”, 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 Secretary, Samvedana Foundation, A/20, Keshavkunj Society, IOC Road, Chandkheda, Ahmedabad-382 424”, on or before 1.00 PM on 30.06.2016. 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 30.06.2016. Tenders received after the specified time will not be considered and Samvedana Foundation 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. 8,000/- (Rupees Eight Thousand only) in the form of Demand Draft drawn on any Indian Nationalised/ Scheduled Commercial Bank in favour of “SAMVEDANA SFURTI COIR CLUSTER”, payable at Banaskantha. 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 SAMVEDANA FOUNDATION 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 30.06.2016 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) SAMVEDANA FOUNDATION 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, the successful Tenderer should remit a Security Deposit (SD) of 5% of the value of the contract, by way of Demand Draft drawn on any scheduled commercial bank in favour of "SAMVEDANA SFURTI COIR CLUSTER", payable at Banaskantha, within 5 (five) 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 SAMVEDANA FOUNDATION 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. The successful tenderer should complete supply, **MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLANT** within 120 days from the date of receipt of Purchase Order.

## 20. SCHEDULE OF SUPPLY

- 20(a) The specification of **MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLANT** should be as per Annexure-I.
- 20(b) The delivery of **MACHIN/EQUIPMENT FOR DYEING AND BLEACHING PLANT** ordered shall be completed within 120 days from the date of issue of purchase order. Delay beyond this period will attract penalty.
- 20(c) The **MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLANT** should be delivered and installed at at Survey No. 111/1, Bivadi village, Danta, Banaskantha..
- 20(d) If the contract is not completed within the stipulated time or extended time, SAMVEDANA FOUNDATION 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 SAMVEDANA FOUNDATION in any manner during the currency of the contract or also found on later date, SAMVEDANA FOUNDATION 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.

21. PERFORMANCE TEST

- 21(a) The successful tenderer shall demonstrate the performance of the **MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLANT** 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 SAMVEDANA FOUNDATION as required by the SPV.
- 21(c) The performance tests should be completed within 15 days from the date of installation of **MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLANT** .

22. TRAINING OF STAFF

- 22(a) The tenderer should provide training to Staff on the operation and maintenance of **MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLANT** before the commencement of performance test.
- 22(b) The tenderer should provide 2 hard copies and soft copies of brochures & operation manuals **MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLANT ON TURNKEY BASIS**.

23. PERFORMANCE GUARANTEE

- 23(a) The **MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLANT** 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 SAMVEDANA FOUNDATION 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 fulfilment of this contract by the supplier, to the satisfaction of the SAMVEDANA FOUNDATION, 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 SAMVEDANA FOUNDATION.

- 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 paid 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) SAMVEDANA FOUNDATION 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 SAMVEDANA FOUNDATION immediately on demand, without raising any dispute/protest.

## 25. PENALTY

- 25(a) Failure to execute the entire contract within 120 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) Failure to attend the service complaint reported by SAMVEDANA FOUNDATION within 24 hours will attract a penalty of Rs.1,000/- per day.
- 25(c) Any delay on the part of SAMVEDANA FOUNDATION should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict SAMVEDANA FOUNDATION from levying penalty.

## 26. TERMINATION OF THE CONTRACT

SAMVEDANA FOUNDATION 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.

## 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 SAMVEDANA FOUNDATION / 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, Bangalore.. 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 Ahmedabad.

## 29. JURISDICTION OF THE COURT

Any dispute arising out of non-fulfilment 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 Ahmedabad only.

We agree to the above terms and conditions.

**SIGNATURE OF THE TENDERER**

**DATE:**

**NAME IN BLOCK LETTERS:**

**DESIGNATION:**

**ADDRESS:**

**TECHNICAL SPECIFICATIONS**

**1-(i): Specification for Product/Machinery Output/Performance (Strict adherence required)**

<b>Product/Machine Output/Performance Requirement</b>	
Machine	<b>MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLNT</b>

**COMPLIANCE TO THE TECHNICAL SPECIFICATIONS**

The tenders should specify the specifications of **MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLANT** to be supplied. The Compliance report should be enclosed along with technical bid. Specifications of offered **MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLANT** is to be written clearly in the column “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 1(i)**

<b>Product/Machine Output/Performance Requirement</b>	
<b>Particulars</b>	<b>Offered Specifications</b>
Machine	<b>MACHIN/EQUIPMENT FOR DYEING AND BLEACHING PLANT</b>

**PART-I**

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

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

The Secretary  
Samvedana Foundation  
A / 20, Keshavkunj Soceity,  
I.O.C. Road,  
Chandkheda,  
Ahmedabad – 382424

Sir,

Sub: Tender for the supply, erection, and commissioning of  
**MACHINE/EQUIPMENFOR DYEING AND BLEACHING PLANT** (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 **MACHINE/EQUIPMENT FOR DYEING AND BLEACHING Plant** on turnkey basis as specified by Samvedana Foundation in this tender document.

We enclose the following documents:

- 1) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 2) Demand Draft for Rs.8,000/- (Rupees Eight Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “Samvedana SFURTI Coir Clusrter”, payable at Banaskantha).
- 3) Letter of Authorization for authorized signatory from the tenderer organization.
- 4) Compliance report to the technical Specifications of the **MACHINE/equipment FOR DYEING AND BLEACHING Plant** 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 **MACHINE/equipment FOR DYEING AND BLEACHING plant** are supplied in the past 3 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 in Ahmedabad	
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/ VAT	
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.

<b>S.no</b>	<b>Year</b>	<b>Turnover in lakh (Rs.)</b>
1	2012-2013	
2	2013-2014	
3	2014-2015	
4	2015-2016	
	Total	Lakh
Average annual turnover Lakh		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 MACHINE FOR DYEING AND BLEACHING ON TURNKEY BASIS are supplied in the past 3 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 **MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLANT** 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 **blog samvedanacoircluster**. 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 the SAMVEDANA FOUNDATION/Coir Board or prosecuted.

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

**PART-II**

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

The Secretary  
Samvedana Foundation  
A / 20, Keshavkunj Soceity,  
I.O.C. Road,  
Chandkheda,  
Ahmedabad – 382424

Sir,

Sub: Tender for the supply, erection, and commissioning of **MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLANT** on turnkey basis – Submission of **Part – II** – Price Offer-Reg

Ref:- Our tender (Technical Bid) submitted today for “**MACHIN/EQUIPMENT FOR DYEING AND BLEACHING PLANT** ”

In continuation of our above tender, we submit herewith the price offer for “**MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLANT ON TURNKEY BASIS**” as specified by Samvedana Foundation in this tender document. We agree to abide by the terms and conditions stipulated by the Samvedana Foundation and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the Samvedana Foundation in this tender will hold good as per Samvedana Foundation tender conditions.

Yours faithfully,

**SIGNATURE OF THE TENDERER**

**ANNEXURE –IX**

**PRICE BID**

**(Amount in Rs.)**

<b>Sl. No</b>	<b>Description</b>	<b>Basic price</b>	<b>Excise Duty</b>	<b>VAT</b>	<b>CST</b>	<b>Total Cost</b>
<b>1</b>	<b>MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLANT ON TURNKEY BASIS</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) A covering letter on your letter head addressed to the Secretary Samvedana Foundation, A / 20, Keshavkunj Soceity, I.O.C. Road, Chandkheda, Ahmedabad – 382424 (as per Annexure-II)
- 2) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 3) Demand Draft for Rs.8,000/- (Rupees Eight Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “Samvedana SFURTI Coir Cluster”, payable at Banaskantha).
- 4) Letter of Authorization for authorized signatory from the tenderer organization.
- 5) Compliance report to the technical Specifications of the **MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLANT** 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 **MACHINE/EQUIPMENT FOR DYEING AND BLEACHING PLANT** are supplied in the past 3 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 Secretary, Samvedana Foundation, A / 20, Keshavkunj Soceity, I.O.C. Road, Chandkheda, Ahmedabad – 382424 (as per Annexure-VIII)
- 2) Price Bid as per Annexure-IX of the Tender document.

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

**Samvedana Foundation,  
A/20, Keshavkunj Society, I.O.C.Road  
Chandkheda, Ahmedabad  
Gujarat – 382 424  
Email: [samvedanafoundation@yahoo.co.in](mailto:samvedanafoundation@yahoo.co.in)**

## **TENDER DOCUMENT**

**TENDER NOTICE NO. SFURTI/KER/GUJ07/2016**

# **TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF EFFLUENT TREATMENT PLANTS ON TURNKEY BASIS**

Prepared by



**Entrepreneurship Development Institute of India  
(Technical Agency for SFURTI Coir Clusters of  
Kerala and Gujarat) - Thrissur – Kerala  
Phone Nos. 0487 2206242 and 2206241**

**Email: [edikerala@gmail.com](mailto:edikerala@gmail.com) & [riken@ediindia.org](mailto:riken@ediindia.org)**



## CONTENTS

<b>Clause</b>	<b>Topic</b>	<b>Page No</b>
<b>1</b>	<b>Preamble</b>	<b>1</b>
<b>2</b>	<b>Scope of Work</b>	<b>1</b>
<b>3</b>	<b>Qualification Criteria</b>	<b>2</b>
<b>4</b>	<b>Language of the Tender</b>	<b>2</b>
<b>5</b>	<b>Purchase of Tender Documents</b>	<b>3</b>
<b>6</b>	<b>Pre Bid Meeting</b>	<b>3</b>
<b>7</b>	<b>Clarification on the Tender Document</b>	<b>3</b>
<b>8</b>	<b>Amendment of Tender Document</b>	<b>3</b>
<b>9</b>	<b>Authorization of the Tenderer</b>	<b>4</b>
<b>10</b>	<b>Submission of Tender in Two Cover System</b>	<b>4</b>
<b>11</b>	<b>Earnest Money Deposit</b>	<b>4</b>
<b>12</b>	<b>Validity</b>	<b>5</b>
<b>13</b>	<b>Opening and Evaluation of The Tender</b>	<b>5</b>
<b>14</b>	<b>Price Offer</b>	<b>6</b>
<b>15</b>	<b>Evaluation of the Price</b>	<b>6</b>
<b>16</b>	<b>Award of Contract</b>	<b>6</b>
<b>17</b>	<b>Security Deposit</b>	<b>6</b>
<b>18</b>	<b>Agreement</b>	<b>7</b>
<b>19</b>	<b>Issue of Purchase Order</b>	<b>7</b>
<b>20</b>	<b>Schedule of Supply</b>	<b>7</b>
<b>21</b>	<b>Performance Test</b>	<b>8</b>
<b>22</b>	<b>Training of Staff</b>	<b>8</b>
<b>23</b>	<b>Performance Guarantee</b>	<b>8</b>
<b>24</b>	<b>Payment Conditions</b>	<b>8</b>
<b>25</b>	<b>Penalty</b>	<b>9</b>
<b>26</b>	<b>Termination Of The Contract</b>	<b>9</b>
<b>27</b>	<b>General Conditions</b>	<b>9</b>
<b>28</b>	<b>Arbitration</b>	<b>10</b>
<b>29</b>	<b>Jurisdiction of the Court</b>	<b>10</b>
	<b>ANNEXURES</b>	
<b>I</b>	<b>Technical Specifications</b>	<b>11</b>
<b>I(a)</b>	<b>Compliance to the Technical Specifications</b>	<b>12</b>
<b>II</b>	<b>Part-I (Covering Letter)</b>	<b>14</b>
<b>III</b>	<b>Details of the Tenderer</b>	<b>15</b>
<b>IV</b>	<b>Annual Turnover Statement</b>	<b>16</b>
<b>V</b>	<b>List of customers to whom the tendered items are supplied in the past 3 years</b>	<b>17</b>
<b>VI</b>	<b>Declaration for not having blacklisted</b>	<b>18</b>
<b>VII</b>	<b>Declaration for not having tampered the tender document</b>	<b>19</b>
<b>VIII</b>	<b>Part-II (Covering Letter)</b>	<b>20</b>
<b>IX</b>	<b>Price Bid</b>	<b>21</b>
<b>X</b>	<b>Checklist Of Documents</b>	<b>22</b>

## **ERECTION AND COMMISSIONING OF EFFLUENT TREATMENT PLANT 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 Samvedana SFURTI Coir Cluster.

SAMVEDANA SFURTI COIR CLUSTER - SSCC, the Special Purpose Vehicle (SPV) of Sabarkantha Coir Cluster proposes to establish a Common Facility Centre (CFC) at Survey No. 111/1, Bivadi village, Danta, Banaskantha with the financial assistance from Government of India under SFURTI.

In this context, **on behalf of SPV**, SAMVEDANA FOUNDATION, Chandkheda, Ahmedabad the implementing agency of SAMVEDANA SFURTI COIR CLUSTER, invites sealed tenders from reputed manufacturers in “Two Cover System” for the supply, erection, and commissioning of **EFFLEUNT TREATMENT PLANT** on turnkey basis through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as 30.06.2016.

### **2. SCOPE OF WORK**

- a) The successful tenderer should undertake supply, erection and commissioning of **EFFLEUNT TREATMENT PLANT** on turnkey basis. The detailed specification of the **EFFLEUNT TREATMENT PLANT** is given in Annexure-I.
- b) The successful tenderer should complete supply, erection, commissioning within 120 days from the date of receipt of Purchase Order.

### 3. QUALIFICATION CRITERIA

Clause	Qualification Criteria	Supporting Documents
a)	The tenderer should be a registered legal entity	(1) In case of Private/Public Limited Companies: <ul style="list-style-type: none"> <li>• Copy of incorporation certificate issued by the registrar of companies and</li> <li>• Copy of memorandum and articles of association</li> </ul> (2) In case of Partnership firm, <ul style="list-style-type: none"> <li>• Registered partnership deed</li> </ul> (3) 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/commissioning agent of <b>EFFLEUNT TREATMENT PLANT</b>	<ul style="list-style-type: none"> <li>• Copy of Udyog Aadhaar/Excise VAT/CST registration</li> </ul>
c)	The tenderer should have atleast three years of experience (as on 31 <sup>st</sup> March 2016) in the field	<ul style="list-style-type: none"> <li>• Purchase order issued by the clients</li> <li>• Performance certificate issued by the clients</li> <li>• List of similar orders executed in last three years as per Annexure-V</li> </ul>
d)	The tenderer should have reported an average annual turnover of Rs. 50 lacs in the last three consecutive financial years i.e. 2012-13, 2013-14 and 2014-15 (or) 2013-14, 2-014-15 and 2015-16	(i) the average annual turnover statement duly certified by the chartered accountant as per Annexure IV (ii) the annual report/certified copies of balance sheet, profit and loss statement along with schedules for the last three consecutive financial years
e)	The tenderer should not have been blacklisted for supply of any items or services to any government agencies	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, 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 from blog [samvedanacoircluster](http://samvedanacoircluster) 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 [www.coirboard.nic.in](http://www.coirboard.nic.in) or blog, [samvedanacoircluster](http://samvedanacoircluster).

## 6. PREBID MEETING

There will be a pre-bid meeting on 20.06.2016 at 11.00 A.M. in

There will be a pre-bid meeting on 20.06.2016 at 11.00 A.M. in Samvedana Foundation, A/20, Keshavakunj Society, IOC Road, Chandkheda, Ahmedabad-382 424 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 SAMVEDANA FOUNDATION 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 blog [samvedanacoircluster](http://samvedanacoircluster) for up to date information like change in date / venue etc., of pre-bid meeting as Samvedana Foundation 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 “Samvedana Foundation”. Samvedana Foundation will upload the clarification on [www.coirboard.nic.in](http://www.coirboard.nic.in) or blog, [samvedanacoircluster](http://samvedanacoircluster).

## 8. AMENDMENT OF TENDER DOCUMENT

SAMVEDANA FOUNDATION 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 blog [samvedanacoircluster](http://samvedanacoircluster) 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.

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 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 “Tender for the supply, erection, and commissioning of **EFFLEUNT TREATMENT PLANT** on Turnkey basis” and addressed to “The Secretary, Samvedana Foundation, A/20, Keshavkunj Society, IOC Road, Chandkheda, Ahmedabad-382 424”, 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 Secretary, Samvedana Foundation, A/20, Keshavkunj Society, IOC Road, Chandkheda, Ahmedabad-382 424”, on or before 1.00 PM on 24.06.2016. 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 30.06.2016. Tenders received after the specified time will not be considered and Samvedana Foundation 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. 8,000/- (Rupees Eight Thousand only) in the form of Demand Draft drawn on any Indian Nationalised/ Scheduled Commercial Bank in favour of “SAMVEDANA SFURTI

COIR CLUSTER”, payable at Banaskantha. 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 SAMVEDANA FOUNDATION 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 30.06.2016 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 qu 5 on Criteria. Tender Committee reserves the right to disqualify any of the tende not satisfied with the documents furnished.

13(e) SAMVEDANA FOUNDATION 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, the successful Tenderer should remit a Security Deposit (SD) of 5% of the value of the contract, by way of Demand Draft drawn on any scheduled commercial bank in favour of "SAMVEDANA SFURTI COIR CLUSTER", payable at Banaskantha, within 5 (five) 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 SAMVEDANA FOUNDATION 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. The successful tenderer should complete supply, **EFFLEUNT TREATMENT PLANT** within 120 days from the date of receipt of Purchase Order.

#### 20. SCHEDULE OF SUPPLY

- 20(a) The specification of **EFFLEUNT TREATMENT PLANT** should be as per Annexure-I.
- 20(b) The delivery of **EFFLEUNT TREATMENT PLANT** ordered shall be completed within 120 days from the date of issue of purchase order. Delay beyond this period will attract penalty.
- 20(c) The **EFFLEUNT TREATMENT PLANT** should be delivered and installed at at Survey No. 111/1, Bivadi village, Danta, Banaskantha..
- 20(d) If the contract is not completed within the stipulated time or extended time, SAMVEDANA FOUNDATION 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 SAMVEDANA FOUNDATION in any manner during the currency of the contract or also found on later date, SAMVEDANA FOUNDATION 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. 7



21. PERFORMANCE TEST

- 21(a) The successful tenderer shall demonstrate the performance of the **EFFLEUNT TREATMENT PLANTS** 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 SAMVEDANA FOUNDATION as required by the SPV.
- 21(c) The performance tests should be completed within 15 days from the date of installation of **EFFLEUNT TREATMENT PLANT**.

22. TRAINING OF STAFF

- 22(a) The tenderer should provide training to Staff on the operation and maintenance of **EFFLEUNT TREATMENT PLANT** before the commencement of performance test.
- 22(b) The tenderer should provide 2 hard copies and soft copies of brochures & operation manuals **EFFLEUNT TREATMENT PLANT**.

23. PERFORMANCE GUARANTEE

- 23(a) The **EFFLEUNT TREATMENT PLANT** 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 SAMVEDANA FOUNDATION 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 fulfilment of this contract by the supplier, to the satisfaction of the SAMVEDANA FOUNDATION, 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 SAMVEDANA FOUNDATION.

- 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 paid 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) SAMVEDANA FOUNDATION 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 SAMVEDANA FOUNDATION immediately on demand, without raising any dispute/protest.

## 25. PENALTY

- 25(a) Failure to execute the entire contract within 120 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) Failure to attend the service complaint reported by SAMVEDANA FOUNDATION within 24 hours will attract a penalty of Rs.1,000/- per day.
- 25(c) Any delay on the part of SAMVEDANA FOUNDATION should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict SAMVEDANA FOUNDATION from levying penalty.

## 26. TERMINATION OF THE CONTRACT

SAMVEDANA FOUNDATION 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.

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 SAMVEDANA FOUNDATION / 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, Bangalore.. 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 Ahmedabad.

29. JURISDICTION OF THE COURT

Any dispute arising out of non-fulfilment 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 Ahmedabad only.

We agree to the above terms and conditions.

**SIGNATURE OF THE TENDERER**

**DATE:**

**NAME IN BLOCK LETTERS:**

**DESIGNATION:**

**ADDRESS:**

**TECHNICAL SPECIFICATIONS**

**1-(i): Specification for Product/Machinery Output/Performance (Strict adherence required)**

<b>Product/Machine Output/Performance Requirement</b>	
Machine	Effluent treatment plant
RCC tank construction	4.5 L x 3 W x 1.5H Meter
Agitator-Electric Motor	½ HP

**COMPLIANCE TO THE TECHNICAL SPECIFICATIONS**

The tenders should specify the specifications of Effluent treatment plant to be supplied. The Compliance report should be enclosed along with technical bid. Specifications of offered Effluent treatment plant is to be written clearly in the column “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 1(i)**

<b>Product/Machine Output/Performance Requirement</b>	
Machine	Effluent treatment plant
RCC tank construction	
Agitator-Electric Motor	

**PART-I**

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

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

The Secretary  
Samvedana Foundation  
A / 20, Keshavkunj Soceity,  
I.O.C. Road,  
Chandkheda,  
Ahmedabad – 382424

Sir,

Sub: Tender for the supply, erection, and commissioning of **EFFLEUNT TREATMENT PLANT** (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 **EFFLEUNT TREATMENT PLANT** on turnkey basis as specified by Samvedana Foundation in this tender document.

We enclose the following documents:

- 1) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 2) Demand Draft for Rs.8,000/- (Rupees Eight Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “Samvedana SFURTI Coir Clusrter”, payable at Banaskantha).
- 3) Letter of Authorization for authorized signatory from the tenderer organization.
- 4) Compliance report to the technical Specifications of the **EFFLEUNT TREATMENT PLANT** 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 **EFFLEUNT TREATMENT PLANT** are supplied in the past 3 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 in Ahmedabad	
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/ VAT	
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		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 EFFLEUNT TREATMENT PLANT are supplied in the past 3 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 **EFFLEUNT TREATMENT PLANT** 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 **blog samvedanacoircluster**. 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 the TBI-SAMVEDANA FOUNDATION/Coir Board or prosecuted.

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

**PART-II**

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

The Secretary  
Samvedana Foundation  
A / 20, Keshavkunj Soceity,  
I.O.C. Road,  
Chandkheda,  
Ahmedabad – 382424

Sir,

Sub: Tender for the supply, erection, and commissioning of Effluent Treatment Plant on turnkey basis – Submission of **Part – II** – Price Offer-Reg

Ref:- Our tender (Technical Bid) submitted today for “Effluent Treatment Plant on turnkey basis”

In continuation of our above tender, we submit herewith the price offer for “Effluent Treatment Plant on turnkey basis” as specified by Samvedana Foundation in this tender document. We agree to abide by the terms and conditions stipulated by the Samvedana Foundation and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the Samvedana Foundation in this tender will hold good as per Samvedana Foundation tender conditions.

Yours faithfully,

**SIGNATURE OF THE TENDERER**

**ANNEXURE –IX**

**PRICE BID**

**(Amount in Rs.)**

<b>Sl. No</b>	<b>Description</b>	<b>Basic price</b>	<b>Excise Duty</b>	<b>VAT</b>	<b>CST</b>	<b>Total Cost</b>
<b>1</b>	Effluent Treatment Plant					

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

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

## CHECKLIST OF DOCUMENTS

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

- 1) A covering letter on your letter head addressed to the Secretary Samvedana Foundation, A / 20, Keshavkunj Soceity, I.O.C. Road, Chandkheda, Ahmedabad – 382424 (as per Annexure-II)
- 2) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 3) Demand Draft for Rs.8,000/- (Rupees Eight Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “Samvedana SFURTI Coir Cluster”, payable at Banaskantha).
- 4) Letter of Authorization for authorized signatory from the tenderer organization.
- 5) Compliance report to the technical Specifications of the Effluent Treatment Plant 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 Effluent Treatment Plant are supplied in the past 3 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 Secretary, Samvedana Foundation, A / 20, Keshavkunj Soceity, I.O.C. Road, Chandkheda, Ahmedabad – 382424 (as per Annexure-VIII)
- 2) Price Bid as per Annexure-IX of the Tender document.

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