
	<p>Technology Business Incubator, National Institute of Technology Calicut, NIT Campus PO, Chathamangalam, Kozhikode- 673601 Phone: 0495 2286147 & 9895264652 www.tbi.nitc.ac.in - Email: atm@nit.ac.in</p>	 <p>Ministry of Micro, Small and Medium Enterprises, Government of India</p>
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01 Aug 2016

TENDER NOTICE
(SFURTI/KER/BAL.../2016)

Sealed Tenders are invited by **Technology Business Incubator, National Institute of Technology Calicut, NIT Campus PO, Chathamangalam, Kozhikode- 673601**, the Implementing Agency of **Balussery Coir Cluster, Naduvannur**, only from the reputed Manufactures for the supply, erection installation and commissioning of the following Machinery & Equipment for the Common Facility Center (CFC) to be set up Naduvannur, Kozhikode, Kerala State under the Scheme of Fund for Regeneration of Traditional Industries (SFURTI) of Ministry of MSME, Government of India.

SI No.	DESCRIPTION	QUANTITY IN Nos.
1.	Fiber extraction unit	1
2	Pith plus and Pith composting	1
3.	Automatic Spinning Machines	6
4.	Auto feeder Spinning Machines	6
5.	Effluent Treatment Plant	2

Technical Specification for the above Machinery & Equipment are available in the Annexure to the Tender document.

Tender Document may be **DOWNLOADED** from the date of advertisement (11:00AM onwards) from the website www.coirboard.nic.in or www.tbi.nitc.ac.in

- Date of Commencement of issue of Tender 02.08.2016 @ 11:00AM
- Pre-Bid Meeting 08.08.2016 @ 11:00AM
- Last Date of Issue of Tenders 12.08.2016 @ 05:00PM
- Last Date of submission of Tenders 16.08.2016 @ 01:00PM
- Date of opening of sealed Tenders 16.08.2016 @ 03.00PM
(Technical Bid Only)

Chairman
Technology Business Incubator
National Institute of Technology Calicut.

IMPORTANT NOTICE

The Tender Schedule for the following items are given below

SI No.	DESCRIPTION	QUANTITY IN Nos.
1.	Fiber extraction unit	1
2	Pith plus and Pith composting	1
3.	Automatic Spinning Machines	6
4.	Auto feeder Spinning Machines	6
5.	Effluent Treatment Plant	2

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

**Technology Business Incubator
National Institute of Technology Calicut
NIT Campus (PO), Kozhikode-673601
PHONES 0495 2286147 & 9895264652
www.tbi.nitc.ac.in - Email: atm@nit.ac.in**

TENDER DOCUMENT

TENDER NOTICE NO. SFURTI/KER/BAL1/2016

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
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FIBRE 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 Balusserry Coir Cluster under SFURTI.

Balusserry Coir Cluster Development Society, the Special Purpose Vehicle (SPV) of Balusserry Coir Cluster propose to establish a Common Facility Centre (CFC) at Re-survey No. 62/1A Echil Malayail, Kavil PO, Nadavannur, Calicut with the financial assistance from Government of India under SFURTI.

In this context, on behalf of SPV, The Technology Business Incubator, National Institute of Technology, Calicut the implementing agency of Balusserry Coir Cluster, invites sealed tenders from reputed manufacturers in “Two Cover System” for the 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 16.08.2016.

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 Fibre Extraction Unit is given in Annexure-I.
- b) The successful tenderer should complete supply, erection, commissioning within 60 days from the date of receipt of Purchase Order.

3. QUALIFICATION CRITERIA

Clause	Qualification Criteria	Supporting Documents
a)	The tenderer should be a registered legal entity	(1) In case of Private/Public Limited Companies: <ul style="list-style-type: none"> • Copy of incorporation certificate issued by the registrar of companies and • Copy of memorandum and articles of association (2) In case of Partnership firm, <ul style="list-style-type: none"> • Registered partnership deed (3) In case of Proprietorship firm <ul style="list-style-type: none"> • Copy of VAT registration certificate / service tax registration certificate
b)	The tenderer should a manufacturer of fiber extraction unit	<ul style="list-style-type: none"> • Copy of Udyog Aadhaar/Excise VAT/CST registration
c)	The tenderer should have atleast three years of experience (as on 31 st March 2016) in the manufacturing of fiber extraction units	<ul style="list-style-type: none"> • Purchase order issued by the clients • Performance certificate issued by the clients • List of similar orders executed in last three years as per Annexure-V
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 or from blog Balusserry Coir Cluster 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 or blog [balusserrycoircluster](http://balusserrycoircluster.com).

6. PREBID MEETING

There will be a pre-bid meeting on 08.08.2016 at 11.00 A.M. in Technology Business Incubation, National Institute of Technology, Calicut, Kerala 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 NIT at least two days prior to the pre-bid meeting date. The tenderers may also check www.coirboard.nic.in or [www.balusserrycoircluster](http://www.balusserrycoircluster.com) for up to date information like change in date / venue etc., of pre-bid meeting as NIT 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 "NIT". NIT will upload the clarification on www.coirboard.nic.in or blog [balusserrycoir cluster](http://balusserrycoircluster.com).

8. AMENDMENT OF TENDER DOCUMENT

NIT whether on its own initiative or as a result of a query, suggestion or comment of an Applicant or a Respondent, may modify the tender document by issuing an addendum or a corrigendum at any time before the opening of the tender, with the concurrence of the tender committee. Any such addendum or corrigendum will be uploaded on www.coirboard.nic.in or blog [balusserry coir cluster](http://balusserrycoircluster.com) and the same will be binding on all Applicants or Respondents or Tenderers, as the case may be.

9. AUTHORISATION OF THE TENDERER

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

10. SUBMISSION OF TENDER IN TWO COVER SYSTEM

- 10(a) Every page of the terms and conditions of the tender document should be signed and enclosed with the tender, in token of having accepted the tender conditions. Failing which the tender will be rejected summarily.
- 10(b) Tenders should be submitted in two parts:
 - a) Part I will cover Technical bid and
 - b) Part II will cover Price bid
- 10(c) Tenderers should ensure submission of all documents along with Part I and Part II proposal as per the Check list given in Annexure -X.
- 10(d) Tenderers are requested to submit Part I and Part II in 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 Manager, Technology Business Incubator, National Institute of Technology, Calicut”, 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 “Technology Business Incubator, National Institute of Technology, Calicut” on or before 1.00 PM on 16.08.2016. 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 16.08.2016. Tenders received after the specified time will not be considered and NIT 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 “Balusserry Coir Cluster Development Society”, payable at Nadavannur. 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) EMD Exemption clauses: The firm registered with NSIC/covered under MSMED Act 2006/MSME are exempted from furnishing earnest money deposited provided that such Micro and small scale units are registered under single point registration scheme of the NSIC/covered under MSMED Act 2006/MSME and the certificate is valid on the scheduled date of tender opening and product range mentioned in the certificate is the same or similar to our requirement.

The NSIC copies duly attested by Notary Public or gazetted officers or practicing Chartered Accountant with seal and date shall only be accepted.

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 NIT 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 up to 1.00 PM as per the office clock on 16.08.2016 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 03.00 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 03.00 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) NIT 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 (I⁵ 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 “Balusserry Coir Cluster Development Society”, payable at Nadavannur, 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 NIT 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.

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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 60 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 60 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 Re-Survey No. 62/1A, Echil, Malayil Kavil PO Nadavannur, Calicut
- 20(d) If the contract is not completed within the stipulated time or extended time, NIT 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 NIT in any manner during the currency of the contract or also found on later date, NIT 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 NIT as required by the SPV.
- 21(c) The performance tests should be completed within 15 days from the date of installation. ⁷
Fiber Extraction Unit.

22. TRAINING OF STAFF

- 22(a) The tenderer should provide training to Staff 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 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 NIT 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 NIT, 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 NIT.
- 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) NIT 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 NIT immediately on demand, without raising any dispute/protest.

25. PENALTY

- 25(a) Failure to execute the entire contract within 60 days from the date of issue of purchase order will attract a penalty of 1% per week, on the full value of the contract upto a maximum of 5%. Delays beyond that period will result in cancellation of the orders.
- 25(b) Failure to attend the service complaint reported by NIT within 24 hours will attract a penalty of Rs.1,000/- per day.
- 25(c) Any delay on the part of NIT should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict NIT from levying penalty.

26. TERMINATION OF THE CONTRACT

NIT reserves the right to terminate the contract at any time during the validity period, on account of non-fulfilment of contract, on any count.

27. GENERAL CONDITIONS

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

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 NIT / 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, Kannur. 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 Calicut 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 Calicut 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

DISINTEGRATER

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

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

1-(ii) 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
	Material Specification	
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	
	Brand Names	
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:	

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

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.

Compliance to Annexure 1(i)

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

Compliance to Annexure 1(ii)

Sl. No.	Parameter	Offered Specification
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	
	Material Specification	
3.	Material for Frame	
4.	Material for Shell	
5.	Shell Dia	
6.	Shaft Dia	
7.	Hand Sets Beater Arms	
8.	Flange Size	

9.	Knife	
	Brand Names	
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

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

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

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

Sl. No.	Parameter	Specification
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
	Material Specification	
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	
	Brand Names	
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

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)

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

Compliance to Annexure 1(ii)

Sl. No.	Parameter	Offered Specification
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	
	Material Specification	
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	
	Brand Names	
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:	

FIBRE SCREENER

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

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

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

Sl. No.	Parameter	Specification
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

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 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)

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

Compliance to Annexure 1(ii)

Sl. No.	Parameter	Offered Specification
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

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

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

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

Sl. No.	Parameter	Specification
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

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)

Product/Machine Output/Performance Requirement	
Machine	Pith Screener
Minimum Production Capacity	Two tones’ of fiber/ shift.

Compliance to Annexure 1(ii)

Sl. No.	Parameter	Offered Specification
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:	

CONVEYORS

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

Product/Machine Output/Performance Requirement	
Machine	Conveyors

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

Sl. No.	Parameter	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

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 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)

Product/Machine Output/Performance Requirement	
Machine	Conveyors

Compliance to Annexure 1(ii)

Sl. No.	Parameter	Offered Specification
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**1-(i): Specification for Product/Machinery Output/Performance (Strict adherence required)**

Product/Machine Output/Performance Requirement	
Machine	Bailing Press
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)

Sl. No.	Parameter	Specification
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

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)

Product/Machine Output/Performance Requirement	
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)

Sl. No.	Parameter	Offered Specification
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,

Th Manager,
Technology Business Incubator,
National Institute of Technology, NIT Campus PO, Calicut
Kozhikode 673 601

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 on turnkey basis specified by NIT 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.25,000/- (Rupees Twenty five Thousand only), towards EMD (DD No._____ dated _____ drawn on _____ Bank in favour of “Balusserry Coir Cluster Development Society”, payable at Nadavannur).
- 3) Letter of Authorization for authorized signatory from the tenderer organization.
- 4) Compliance report to the technical Specifications of Fiber Extraction Unit on turnkey basis as per Annexure-I (a).

Signature of the tenderer with seal

- 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 on turnkey basis 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

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 Calicut	
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 Fiber Extraction Unit 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)

Sl.No	Name & address of the client	Phone / Mobile Number	Quantity Supplied	Year of supply	Work Order /completion certificate enclosed (Yes/No)
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 of balusserrycoircluster. 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 NIT/Coir Board or prosecuted.

SIGNATURE OF THE TENDERER
(With seal and address)

PART-II

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

Th Manager,
Technology Business Incubator,
National Institute of Technology, NIT Campus PO, Calicut
Kozhikode 673 601

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 on turnkey basis”

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

Yours faithfully,

SIGNATURE OF THE TENDERER

ANNEXURE –IX

PRICE BID

(Amount in Rs.)

Sl. No	Description	Basic price	Excise Duty	VAT	CST	Total Cost
1	Fiber Extraction Unit on turnkey basis					

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 Manager, Technology Business Incubator, National Institute of Technology Calicut, NIT Campus, Kozhikode-673 601 (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.25,000/- (Rupees Twenty Thousand only), towards EMD (DD No. _____ dated _____ drawn on _____ Bank in favour of “Balusserry Coir Cluster Development Society”, payable at Nadavannur).
- 4) Letter of Authorization for authorized signatory from the tenderer organization.
- 5) Compliance report to the technical Specifications of the Fiber Extraction Unit on turnkey basis 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 on turnkey basis 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 General Manager, Technology Business Incubator, National Institute of Technology-Calicut, NIT Campus PO, Kozhikode- 673601 (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.

**Technology Business Incubator
National Institute of Technology Calicut
NIT Campus (PO), Kozhikode-673601
PHONES: 0495 2286147 7 9855264652
www.tbi.nitc.ac.in - Email: atm@nit.ac.in**

TENDER DOCUMENT

TENDER NOTICE NO. SFURTI/KER/BAL2/2016

TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF PITH PLUS MANUFACTURE AND PITH COMPOSTING 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 2206241, 2206242

Email: edikerala@gmail.com & rajan@ediindia.org

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TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF PITH PLUS MANUFACTURE 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 Balusserry Coir Cluster under SFURTI.

Balusserry Coir Cluster Development Society, the Special Purpose Vehicle (SPV) of Balusserry Coir Cluster propose to establish a Common Facility Centre (CFC) at Re-survey No. 62/1A Echil Malayail, Kavil PO, Nadavannur, Calicut with the financial assistance from Government of India under SFURTI.

In this context, on behalf of SPV, The Technology Business Incubator, National Institute of Technology, Calicut the implementing agency of Balusserry Coir Cluster, invites sealed tenders from reputed manufacturers in “Two Cover System” for the supply, erection, and commissioning of **PITH PLUS MANUFACTURE AND PITH COMPOSTING** on turnkey basis through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as 16.08.2016.

2. SCOPE OF WORK

- a) The successful tenderer should undertake supply, erection and commissioning of **PITH PLUS MANUFACTURE AND PITH COMPOSTING** on turnkey basis. The detailed specification of the **PITH PLUS MANUFACTURE 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

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"> • Copy of incorporation certificate issued by the registrar of companies and • Copy of memorandum and articles of association (2) In case of Partnership firm, <ul style="list-style-type: none"> • Registered partnership deed (3) In case of Proprietorship firm <ul style="list-style-type: none"> • Copy of VAT registration certificate / service tax registration certificate
b)	The tenderer should a manufacturer of PITH PLUS MANUFACTURE AND PITH COMPOSTING	<ul style="list-style-type: none"> • Copy of Udyog Aadhaar/Excise VAT/CST registration
c)	The tenderer should have atleast three years of experience (as on 31 st March 2016) in the manufacturing of PITH PLUS MANUFACTURE AND PITH COMPOSTING	<ul style="list-style-type: none"> • Purchase order issued by the clients • Performance certificate issued by the clients • List of similar orders executed in last three years as per Annexure-V
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 or from blog Balusserry Coir Cluster 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 or blog balusserrycoircluster

6. PREBID MEETING

There will be a pre-bid meeting on 08.08.2016 at 11.00 A.M. in Technology Business Incubation, National Institute of Technology, Calicut, Kerala 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 NIT at least two days prior to the pre-bid meeting date. The tenderers may also check www.coirboard.nic.in or www.balusserrycoircluster for up to date information like change in date / venue etc., of pre-bid meeting as NIT 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 “NIT”. NIT will upload the clarification on www.coirboard.nic.in or blog [balusserry coir cluster](http://balusserrycoircluster).

8. AMENDMENT OF TENDER DOCUMENT

NIT whether on its own initiative or as a result of a query, suggestion or comment of an Applicant or a Respondent, may modify the tender document by issuing an addendum or a corrigendum at any time before the opening of the tender, with the concurrence of the tender committee. Any such addendum or corrigendum will be uploaded on www.coirboard.nic.in or blog [balusserry coir cluster](http://balusserrycoircluster) and the same will be binding on all Applicants or Respondents or Tenderers, as the case may be.

9. AUTHORISATION OF THE TENDERER

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

10. SUBMISSION OF TENDER IN TWO COVER SYSTEM

- 10(a) Every page of the terms and conditions of the tender document should be signed and enclosed with the tender, in token of having accepted the tender conditions. Failing which the tender will be rejected summarily.
- 10(b) Tenders should be submitted in two parts:
 - a) Part I will cover Technical bid and
 - b) Part II will cover Price bid
- 10(c) Tenderers should ensure submission of all documents along with Part I and Part II proposal as per the Check list given in Annexure -X.
- 10(d) Tenderers are requested to submit Part I and Part II in 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 MANUFACTURE AND PITH COMPOSTING** on Turnkey basis” and addressed to “The Manager, Technology Business Incubator, National Institute of Technology, Calicut”, 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 “Technology Business Incubator, National Institute of Technology, Calicut” on or before 1.00 PM on 16.08.2016. 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 16.08.2016. Tenders received after the specified time will not be considered and NIT 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 “Balusserry Coir Cluster Development Society”, payable at Nadavannur. 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) EMD Exemption clauses: The firm registered with NSIC/covered under MSMED Act 2006/MSME are exempted from furnishing earnest money deposited provided that such Micro and small scale units are registered under single point registration scheme of the NSIC/covered under MSMED Act 2006/MSME and the certificate is valid on the scheduled date of tender opening and product range mentioned in the certificate is the same or similar to our requirement.

The NSIC copies duly attested by Notary Public or gazetted officers or practicing Chartered Accountant with seal and date shall only be accepted.

- 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 NIT 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 up to 1.00 PM as per the office clock on 16.08.2016 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 03.00 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 03.00 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) NIT 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

5

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 “Balusserry Coir Cluster Development Society”, payable at Nadavannur, 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 NIT 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 fail⁶ 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 MANUFACTURE 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 MANUFACTURE AND PITH COMPOSTING** should be as per Annexure-I.

20(b) The delivery of **PITH PLUS MANUFACTURE AND PITH COMPOSTING** ordered shall be completed within 60 days from the date of issue of purchase order. Delay beyond this period will attract penalty.

20(c) The **PITH PLUS MANUFACTURE AND PITH COMPOSTING** should be delivered and installed at Resurvey No. 62/1A Echil, Malayil Kavil PO, Nadavannur, Calicut

20(d) If the contract is not completed within the stipulated time or extended time, NIT 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 NIT in any manner during the currency of the contract or also found on later date, NIT 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 MANUFACTURE 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 NIT as required by the SPV.
- 21(c) The performance tests should be completed within 15 days from the date of installation of **PITH PLUS MANUFACTURE AND PITH COMPOSTING**. 7

22. TRAINING OF STAFF

- 22(a) The tenderer should provide training to Staffs on the operation and maintenance of **PITH PLUS MANUFACTURE 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 **PITH PLUS MANUFACTURE AND PITH COMPOSTING**.

23. PERFORMANCE GUARANTEE

- 23(a) The **PITH PLUS MANUFACTURE 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 NIT 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 NIT, 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 NIT.

- 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) NIT 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 NIT immediately on demand, without any dispute/protest.

25. PENALTY

- 25(a) Failure to execute the entire contract within 60 days from the date of issue of purchase order will attract a penalty of 1% per week, on the full value of the contract upto a maximum of 5%. Delays beyond that period will result in cancellation of the orders.
- 25(b) Failure to attend the service complaint reported by NIT within 24 hours will attract a penalty of Rs.1,000/- per day.
- 25(c) Any delay on the part of NIT should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict NIT from levying penalty.

26. TERMINATION OF THE CONTRACT

NIT reserves the right to terminate the contract at any time during the validity period, on account of non-fulfilment of contract, on any count.

27. GENERAL CONDITIONS

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

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 NIT / 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, Kannur. 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 Calicut only.

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 Calicut 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)

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

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

Parameter	Specification
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 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)

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

Compliance to Annexure 1(ii)

Parameter	Offered Specification
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,

The Manager,
Technology Business Incubator,
National Institute of Technology- Calicut
NIT Campus PO
Kozhikode 673 601

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 NIT 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 “Balusserry Coir Cluster Development Society”, payable at Nadavannur”).
- 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** on turnkey basis 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

Signature of the tenderer with seal

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 Calicut	
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 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)

Sl.No	Name & address of the client	Phone / Mobile Number	Quantity Supplied	Year of supply	Work Order /completion certificate enclosed (Yes/No)
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** 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** blog Balusserrycoircluster. 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 NIT/Coir Board or prosecuted.

SIGNATURE OF THE TENDERER
(with seal and address)

PART-II

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

The Manager,
Technology Business Incubator
National Institute of Technology Calicut
NIT Campus PO
Kozhikode 673 601

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 NIT in this tender document. We agree to abide by the terms and conditions stipulated by the NIT and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the NIT in this tender will hold good as per NIT tender conditions.

Yours faithfully,

SIGNATURE OF THE TENDERER

ANNEXURE –IX

PRICE BID

(Amount in Rs.)

Sl. No	Description	Basic price	Excise Duty	VAT	CST	Total Cost
1	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 The Manager, Technology Business Incubator, National Institute of Technology Calicut, NIT Campus PO, Kozhikode 673 601 (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 “Balusserry Coir Cluster Development Society”, payable at Nadavannur).
- 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 The Manager, Technology Business Incubator, National Institute of Technology Calicut, NIT Campus PO, Kozhikode 673 601 (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.

**Technology Business Incubator
National Institute of Technology Calicut
NIT Campus (PO), Kozhikode-673601
PHONE NOS; 0495 2286147 & 9895264652
www.tbi.nitc.ac.in - Email: atm@nit.ac.in**

TENDER DOCUMENT

TENDER NOTICE NO. SFURTI/KER/BAL3/2016

TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 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 & rajan@ediindia.org

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**DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING
MACHINE UNITS (6 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 Balusserry Coir Cluster under SFURTI.

Balusserry Coir Cluster Development Society, the Special Purpose Vehicle (SPV) of Balusserry Coir Cluster propose to establish a Common Facility Centre (CFC) at Survey No, 174/2, Nadavannur village with the financial assistance from Government of India under SFURTI.

In this context, **on behalf of SPV**, The Technology Business Incubator, National Institute of Technology, Calicut the implementing agency of Balusserry Coir Cluster, invites sealed tenders from reputed manufacturers in “Two Cover System” for the supply, erection, and commissioning of **DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS** through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as 25.6.2016

2. SCOPE OF WORK

- a) The successful tenderer should undertake supply, erection and commissioning of **DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS**. The detailed specification of the **DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS** 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">• Copy of incorporation certificate issued by the registrar of companies and• Copy of memorandum and articles of association (2) In case of Partnership firm,

		<ul style="list-style-type: none"> Registered partnership deed (3) In case of Proprietorship firm Copy of VAT registration certificate / service tax registration certificate
b)	The tenderer should a manufacturer of DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS	<ul style="list-style-type: none"> Copy of Udyog Aadhaar/Excise VAT/CST registration
c)	The tenderer should have atleast three years of experience (as on 31 st March 2016) in the manufacturing of DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS	<ul style="list-style-type: none"> Purchase order issued by the clients Performance certificate issued by the clients List of similar orders executed in last three years as per Annexure-V
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	<ul style="list-style-type: none"> (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 or from blog Balussery Coir Cluster 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 either www.coirboard.nic.in or blog balussery coir cluster.

6. PREBID MEETING

There will be a pre-bid meeting on 08.08.2016 at 11.00 A.M. in Technology Business Incubation, National Institute of Technology, Calicut, Kerala 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 NIT at least two days prior to the pre-bid meeting date. The tenderers may also check www.coirboard.nic.in or www.balusserrycoircluster for up to date information like change in date / venue etc., of pre-bid meeting as NIT 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 “NIT”. NIT will upload the clarification on www.coirboard.nic.in or blog balusserrycoircluster.

8. AMENDMENT OF TENDER DOCUMENT

NIT whether on its own initiative or as a result of a query, suggestion or comment of an Applicant or a Respondent, may modify the tender document by issuing an addendum or a corrigendum at any time before the opening of the tender, with the concurrence of the tender committee. Any such addendum or corrigendum will be uploaded on www.coirboard.nic.in or blog balusserrycoircluster and the same will be binding on all Applicants or Respondents or Tenderers, as the case may be.

9. AUTHORISATION OF THE TENDERER

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

10. SUBMISSION OF TENDER IN TWO COVER SYSTEM

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

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

a) Part I will cover Technical bid and

b) Part II will cover Price bid

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

- 10(d) Tenderers are requested to submit Part I and Part II in 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 AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS” and addressed to “The Manager, Technology Business Incubator, National Institute of Technology, Calicut”, 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 “Technology Business Incubator, National Institute of Technology, Calicut” on or before 1.00 PM on 16.08.2016. 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 16.08.2016. Tenders received after the specified time will not be considered and NIT 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. 70,000/- (Rupees Seventy Thousand only) in the form of Demand Draft drawn on any Indian Nationalised/ Scheduled Commercial Bank in favour of “Balusserry Coir Cluster Development Society”, payable at Nadavannur. 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) EMD Exemption clauses: The firm registered with NSIC/covered under MSMED Act 2006/MSME are exempted from furnishing earnest money deposited provided that such Micro and small scale units are registered under single point registration scheme of the NSIC/covered under MSMED Act 2006/MSME and the certificate is valid on the scheduled date of tender opening and product range mentioned in the certificate is the same or similar to our requirement.

The NSIC copies duly attested by Notary Public or gazetted officers or practicing Chartered Accountant with seal and date shall only be accepted.

- 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 NIT 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.

4

13. OPENING AND EVALUATION OF THE TENDER

- 13(a) The tenders received upto 1.00 PM as per the office clock on 16.08.2016 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 03.00 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 03.00 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) NIT 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. 5

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 “Balussery Coir Cluster Development Society”, payable at Nadavannur, 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 NIT 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, **DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS** within 120 days from the date of receipt of Purchase Order.

20. SCHEDULE OF SUPPLY

- 20(a) The specification of **DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS** should be as per Annexure-I.
- 20(b) The delivery of **DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS** 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 AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS** should be delivered and installed at Survey No.174/2, Nadavannur, Calicut
- 20(d) If the contract is not completed within the stipulated time or extended time, NIT 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 NIT in any manner during the currency of the contract or also found on later date, NIT 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 AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS**

(6 NOS) ON TURNKEY BASIS 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 NIT as required by the SPV.

21(c) The performance tests should be completed within 15 days from the date of installation of **DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS.**

7

22. TRAINING OF STAFF

22(a) The tenderer should provide training to Staff on the operation and maintenance of **DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS** before the commencement of performance test.

22(b) The tenderer should provide 2 hard copies and soft copies of brochures & operation manuals **DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS.**

23. PERFORMANCE GUARANTEE

23(a) The **DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS** 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 NIT 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 NIT, 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 NIT.

- 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) NIT 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 NIT immediately on demand, without raising any dispute/protest.

25. PENALTY

- 25(a) Failure to execute the entire contract within 60 days from the date of issue of purchase order will attract a penalty of 1% per week, on the full value of the contract upto a maximum of 5%. Delays beyond that period will result in cancellation of the orders.
- 25(b) Failure to attend the service complaint reported by NIT within 24 hours will attract a penalty of Rs.1,000/- per day.
- 25(c) Any delay on the part of NIT should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict NIT from levying penalty.

26. TERMINATION OF THE CONTRACT

NIT reserves the right to terminate the contract at any time during the validity period, on account of non-fulfilment of contract, on any count.

27. GENERAL CONDITIONS

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

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 NIT / 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, Kannur. 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 Calicut only.

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 Calicut 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)

Product/Machine Output/Performance Requirement	
Machine	DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS
Yarn Runnage	100 to 200 runnage for loose and hard twist yarn
Minimum Production Capacity	50kg to 70kg / 8 hours

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

Sl. No.	Parameter	Offered Specification
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	
12	Chain Adjustment	
14	Reaper	
15	Bobbin	
16	Nozzle	
18	Needle	
19	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	
20	Electrical Control Panel	
21	Re-hanking equipment	
22	Machine size	
23	Machine weight	
24	Space requirement	
	Specific details:	

COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

The tenders should specify the specifications of Double Head Automatic Coir Yarn Spinning Machine (Direct Feed) with Re-hanking Equipments to be supplied. The Compliance report should be enclosed along with technical bid. Specifications of offered Double Head Automatic Coir Yarn Spinning Machine (Direct Feed) 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)

Product/Machine Output/Performance Requirement	
Machine	Double Head Automatic Coir Yarn Spinning Machine (Direct Feed) with Re-hanking Equipments -6 Nos.
Yarn Runnage	100 to 200 runnage for loose and hard twist yarn
Minimum Production Capacity	50kg to 70kg / 8 hours

Compliance to Annexure 1(ii)

Sl. No.	Parameter	Offered Specifications
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	
12	Chain Adjustment	
14	Reaper	
15	Bobbin	
16	Nozzle	

18	Needle	
19	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	
20	Electrical Control Panel	
21	Re-hanking equipment	
22	Machine size	
23	Machine weight	
24	Space requirement	
	Specific details:	

PART-I

Date: _____

From,

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

To,

The Manager,
Technology Business Incubator
National Institute of Technology Calicut
NIT Campus PO
Kozhikode 673 601

Sir,

Sub: Tender for the supply, erection, and commissioning **DOUBLE HEAD
AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE
UNITS (6 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 **DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS** as specified by NIT 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.10,000/- (Rupees Seventy Thousand only), towards EMD (DD No. _____ dated _____ drawn on _____ Bank in favour of “Balusserry Coir Cluster Development Society”, payable at Balusserry).
- 3) Letter of Authorization for authorized signatory from the tenderer organization.
- 4) **Compliance report to the technical Specifications of the DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS 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 AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS** 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

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 Calicut	
8. Number of staff 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 AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) 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)

Sl.No	Name & address of the client	Phone / Mobile Number	Quantity Supplied	Year of supply	Work Order /completion certificate enclosed (Yes/No)
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 **DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) 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 balusserrycoircluster**. 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 NIT/Coir Board or prosecuted.

SIGNATURE OF THE TENDERER
(With seal and address)

PART-II

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

The Manager,
Technology Business Incubator
National Institute of Technology Calicut
NIT Campus PO
Kozhikode 673 601

Sir,

Sub: Tender for the supply, erection, and commissioning of **DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS** on turnkey basis – Submission of **Part – II** – Price Offer-Reg

Ref:- Our tender (Technical Bid) submitted today for “**DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS**”.

In continuation of our above tender, we submit herewith the price offer for “**DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS**” as specified by NIT in this tender document. We agree to abide by the terms and conditions stipulated by the NIT and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the NIT in this tender will hold good as per NIT tender conditions.

Yours faithfully,

SIGNATURE OF THE TENDERER

ANNEXURE –IX

PRICE BID

(Amount in Rs.)

Sl. No	Description	Basic price	Excise Duty	VAT	CST	Total Cost
1	DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS					

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 Manager, Technology Business Incubator, National Institute of Technology Calicut, NIT Campus PO, Kozhikode-673601 (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.70,000/- (Rupees Seventy Thousand only), towards EMD (DD No. _____ dated _____ drawn on _____ Bank in favour of “Balusserry Coir Cluster Development Society”, payable at Nadavannur).
- 4) Letter of Authorization for authorized signatory from the tenderer organization.
- 5) Compliance report to the technical Specifications of the **DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS** as per Annexure-I (a).
- 6) Details of the Tenderer (Annexure-III)
- 7) Average annual turnover of the legal entity in the 3 preceding financial years duly Certified by a Chartered Accountant (as per Annexure-IV).
- 8) List of customers to whom **DOUBLE HEAD AUTOMATIC COIR YARN SPINNING AND REHANKING MACHINE UNITS (6 NOS) ON TURNKEY BASIS** 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 Manager, Technology Business Incubator, National Institute of Technology Calicut, NIT Campus PO, Kozhikode 673 601 (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.

**Technology Business Incubator
National Institute of Technology Calicut
NIT Campus (PO), Kozhikode-673601
PHONES; 0495 2286147 & 9895264652
www.tbi.nitc.ac.in - Email: atm@nit.ac.in**

TENDER DOCUMENT

TENDER NOTICE NO. SFURTI/KER/BAL04/2016

TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF DOUBLE HEAD AUTO FEED COIR YARN SPINNING WITH REHANKING MACHINE UNITS (6 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**

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DOUBLE HEAD AUTO FEED COIR YARN SPINNING WITH REHANKING MACHINES (6 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 Balusserry Coir Cluster under SFURTI.

Balusserry Coir Cluster Development Society, the Special Purpose Vehicle (SPV) of Balusserry Coir Cluster proposes to establish a Common Facility Centre (CFC) at Survey No, 174/2, Nadavannur village with the financial assistance from Government of India under SFURTI.

In this context, on behalf of SPV, The Technology Business Incubator, National Institute of Technology, Calicut the implementing agency of Balusserry 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 WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS** through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as 16.08.2016.

2. SCOPE OF WORK

- a) The successful tenderer should undertake supply, erection and commissioning of **DOUBLE HEAD AUTO FEED COIR YARN SPINNING WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS**. The detailed specification of the **DOUBLE HEAD AUTO FEED COIR YARN SPINNING WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS** 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	<p>(1) In case of Private/Public Limited Companies:</p> <ul style="list-style-type: none"> • Copy of incorporation certificate issued by the registrar of companies and • Copy of memorandum and articles of association <p>(2) In case of Partnership firm,</p> <ul style="list-style-type: none"> • Registered partnership deed <p>(3) In case of Proprietorship firm</p> <ul style="list-style-type: none"> • Copy of VAT registration certificate / service tax registration certificate
b)	The tenderer should a manufacturer of DOUBLE HEAD AUTO FEED COIR YARN SPINNING WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS	<ul style="list-style-type: none"> • Copy of Udyog Aadhaar/Excise VAT/CST registration
c)	The tenderer should have atleast three years of experience (as on 31 st March 2016) in the manufacturing of DOUBLE HEAD AUTO FEED COIR YARN SPINNING WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS	<ul style="list-style-type: none"> • Purchase order issued by the clients • Performance certificate issued by the clients • List of similar orders executed in last three years as per Annexure-V
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	<p>(i) the average annual turnover statement duly certified by the chartered accountant as per Annexure IV</p> <p>(ii) the annual report/certified copies of balance sheet, profit and loss statement along with schedules for the last three consecutive financial years</p>
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 or from blog Balusserry Coir Cluster 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 or blog balusserrycoircluster

6. PREBID MEETING

There will be a pre-bid meeting on 08.08.2016 at 11.00 A.M. in Technology Business Incubation, National Institute of Technology, Calicut, Kerala 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 NIT at least two days prior to the pre-bid meeting date. The tenderers may also check www.coirboard.nic.in or www.balusserrycoircluster for up to date information like change in date / venue etc., of pre-bid meeting as NIT 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 “NIT”. NIT will upload the clarification on www.coirboard.nic.in or blog balusserrycoircluster.

8. AMENDMENT OF TENDER DOCUMENT

NIT whether on its own initiative or as a result of a query, suggestion or comment of an Applicant or a Respondent, may modify the tender document by issuing an addendum or a corrigendum at any time before the opening of the tender, with the concurrence of the tender committee. Any such addendum or corrigendum will be uploaded on www.coirboard.nic.in or blog balusserrycoircluster and the same will be binding on all Applicants or Respondents or Tenderers, as the case may be.

9. AUTHORISATION OF THE TENDERER

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

10. SUBMISSION OF TENDER IN TWO COVER SYSTEM

- 10(a) Every page of the terms and conditions of the tender document should be signed and enclosed with the tender, in token of having accepted the tender conditions. Failing which the tender will be rejected summarily.
- 10(b) Tenders should be submitted in two parts:
 - a) Part I will cover Technical bid and
 - b) Part II will cover Price bid
- 10(c) Tenderers should ensure submission of all documents along with Part I and Part II proposal as per the Check list given in Annexure -X.
- 10(d) Tenderers are requested to submit Part I and Part II in 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 WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS”** and addressed to “The Manager, Technology Business Incubator, National Institute of Technology, Calicut”, 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 “Technology Business Incubator, National Institute of Technology, Calicut” on or before 1.00 PM on 16.08.2016”. 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 16.08.2016. Tenders received after the specified time will not be considered and NIT 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 “Balusserry Coir Cluster Development Society”, payable at Nadavannur. 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) EMD Exemption clauses: The firm registered with NSIC/covered under MSMED Act 2006/MSME are exempted from furnishing earnest money deposited provided that such Micro and small scale units are registered under single point registration scheme of the NSIC/covered under MSMED Act 2006/MSME and the certificate is valid on the scheduled date of tender opening and product range mentioned in the certificate is the same or similar to our requirement.

The NSIC copies duly attested by Notary Public or gazetted officers or practicing Chartered Accountant with seal and date shall only be accepted.

- 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 NIT 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 16.08.2016 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 03.00 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 03.00 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) NIT 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 (5 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 “Balusserry Coir Cluster Development Society”, payable at Nadavannur, 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 SIPPO 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.

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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, **DOUBLE HEAD AUTO FEED COIR YARN SPINNING WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS** 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 WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS** should be as per Annexure-I.
- 20(b) The delivery of **DOUBLE HEAD AUTO FEED COIR YARN SPINNING WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS** 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 WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS** should be delivered and installed at Survey No.174/2, Nadavannur, Calicut

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

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21. PERFORMANCE TEST

- 21(a) The successful tenderer shall demonstrate the performance of the **DOUBLE HEAD AUTO FEED COIR YARN SPINNING WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS** 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 NIT 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 WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS**.

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 WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS** before the commencement of performance test.
- 22(b) The tenderer should provide 2 hard copies and soft copies of brochures & operation manuals **DOUBLE HEAD AUTO FEED COIR YARN SPINNING WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS**.

23. PERFORMANCE GUARANTEE

- 23(a) The **DOUBLE HEAD AUTO FEED COIR YARN SPINNING WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS** 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 NIT 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 NIT, 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 NIT.
- 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) NIT 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 NIT immediately on demand, without raising any dispute/protest.

25. PENALTY

- 25(a) Failure to execute the entire contract within 60 days from the date of issue of purchase order will attract a penalty of 1% per week, on the full value of the contract upto a maximum of 5%. Delays beyond that period will result in cancellation of the orders.
- 25(b) Failure to attend the service complaint reported by NIT within 24 hours will attract a penalty of Rs.5,000/- per day.
- 25(c) Any delay on the part of NIT should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict NIT from levying penalty.

26. TERMINATION OF THE CONTRACT

NIT reserves the right to terminate the contract at any time during the validity period, on account of non-fulfilment of contract, on any count.

27. GENERAL CONDITIONS

- 27(a) Conditional Tender in any form will not be accepted.
- 27(b) Any notice regarding any problems, to the supplier shall be deemed to be sufficiently served, if given in writing at his usual or last known place of business.
- 27(c) The Tender Committee reserves the right to reject any or all the tenders without assigning any reason thereof.
- 27(d) The Tender Committee reserves the right to reduce or enhance quantity or items of supply without assigning any reason thereof.
- 27(e) The Tender Committee reserves the right to relax or waive or amend any of the terms and 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 NIT / 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, Kannur. 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 Calicut only.

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 Calicut only.

We agree to the above terms and conditions.

SIGNATURE OF THE TENDERER

DATE:

NAME IN BLOCK LETTERS:

DESIGNATION:

ADDRESS:

Annexure-1

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TECHNICAL SPECIFICATIONS

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

Product/Machine Output/Performance Requirement	
Machine	DOUBLE HEAD AUTO FEED COIR YARN SPINNING WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS.
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)

Sl. No.	Parameter	Offered Specification
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	11
	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:	

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)

Product/Machine Output/Performance Requirement	
Machine	DOUBLE HEAD AUTO FEED COIR YARN SPINNING WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS.
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)

Sl. No.	Parameter	Offered Specification
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	13
	q. Brand name	
	r. Warranty	
	s. Output power	
	t. Rated Voltage	
	u. Frequency	
	v. RPM range	
	w. ISO, ISI standard details	
	x. 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,

The Manager,
Technology Business Incubator
National Institute of Technology Calicut
NIT Campus PO
Kozhikode 673 601

Sir,

Sub: Tender for the supply, erection, and commissioning **DOUBLE HEAD AUTO FEED COIR YARN SPINNING WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS** 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 **DOUBLE HEAD AUTO FEED COIR YARN SPINNING WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS** as specified by NIT 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 “Balusserry Coir Cluster Development Society”, payable at Nadavannur).

- 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 WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS** 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 UNITS (6 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 Calicut	
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 WITH REHANKING MACHINES (6 NOS) 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)

Sl.No	Name & address of the client	Phone / Mobile Number	Quantity Supplied	Year of supply	Work Order /completion certificate enclosed (Yes/No)
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 **DOUBLE HEAD AUTO FEED COIR YARN SPINNING WITH REHANKING MACHINES (6 NOS) 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 balusserrycoircluster**. 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 NIT Coir Board or prosecuted.

SIGNATURE OF THE TENDERER
(With seal and address)

PART-II

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

The Manager,
Technology Business Incubator,
National Institute of Technology Calicut,
NIT Campus PO
Kozhikode 673 601

Sir,

Sub: Tender for the supply, erection, and commissioning of **DOUBLE HEAD AUTO FEED COIR YARN SPINNING WITH REHANKING MACHINES (6 NOS) 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 WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS**”

In continuation of our above tender, we submit herewith the price offer for “**DOUBLE HEAD AUTO FEED COIR YARN SPINNING WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS**” as specified by NIT in this tender document. We agree to abide by the terms and conditions stipulated by the NIT and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the NIT in this tender will hold good as per NIT tender conditions.

Yours faithfully,

SIGNATURE OF THE TENDERER

ANNEXURE –IX

PRICE BID

(Amount in Rs.)

Sl. No	Description	Basic price	Excise Duty	VAT	CST	Total Cost
1	DOUBLE HEAD AUTO FEED COIR YARN SPINNING WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS					

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 Manager, Technology Business Incubator, National Institute of Technology Calicut, NIT Campus PO, Kozhikode 673 601 (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.15,000/- (Rupees Fifteen Thousand only), towards EMD (DD No. _____ dated _____ drawn on _____ Bank in favour of “Balusserry Coir Cluster Development Society”, payable at Nadavannur).
- 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 WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS** as per Annexure-I (a).
- 6) Details of the Tenderer (Annexure-III)
- 7) Average annual turnover of the legal entity in the 3 preceding financial years duly Certified by a Chartered Accountant (as per Annexure-IV).
- 8) List of customers to whom **DOUBLE HEAD AUTO FEED COIR YARN SPINNING WITH REHANKING MACHINES (6 NOS) ON TURNKEY BASIS** 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 Manager, Technology Business Incubator, National Institute of Technology Calicut, NIT Campus PO, Kozhikode 673 701 (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.

**Technology Business Incubator
National Institute of Technology Calicut
NIT Campus (PO), Kozhikode-673601
Phone Nos: 0495-2286147 & 9895264652
www.tbi.nitc.ac.in - Email: atm@nit.ac.in**

TENDER DOCUMENT

TENDER NOTICE NO. SFURTI/KER/BAL5/2016

TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF EFFLEUNT 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 & rajan@ediindia.org**

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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 Balusserry Coir Cluster under SFURTI.

Balusserry Coir Cluster Development Society, the Special Purpose Vehicle (SPV) of Balusserry Coir Cluster proposes to establish three Common Facility Centres (CFC) at Survey No. 174/2, Nadavannur Village, Calicut with the financial assistance from Government of India under SFURTI.

In this context, **on behalf of SPV**, The Technology Business Incubator, National Institute of Technology, Calicut, the implementing agency of Balusserry 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 16.08.2016.

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 60days 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"> • Copy of incorporation certificate issued by the registrar of companies and • Copy of memorandum and articles of association (2) In case of Partnership firm, <ul style="list-style-type: none"> • Registered partnership deed (3) In case of Proprietorship firm <ul style="list-style-type: none"> • Copy of VAT registration certificate / service tax registration certificate
b)	The tenderer should be a manufacturer/commissioning agent of EFFLEUNT TREATMENT PLANT	<ul style="list-style-type: none"> • Copy of Udyog Aadhaar/Excise VAT/CST registration
c)	The tenderer should have at least three years of experience (as on 31 st March 2016) in the field	<ul style="list-style-type: none"> • Purchase order issued by the clients • Performance certificate issued by the clients • List of similar orders executed in last three years as per Annexure-V
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 or from blog Balusserry Coir Cluster 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 or blog. balusserrycoircluster

6. PREBID MEETING

There will be a pre-bid meeting on 08.08.2016 at 11.00 A.M. in Technology Business Incubator, National Institute of Technology Calicut, NIT Campus (PO), Kozhikode-673601, Kerala 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 NIT at least two days prior to the pre-bid meeting date. The tenderers may also check www.coirboard.nic.in or blog [balusserry coir cluster](http://balusserrycoircluster) for up to date information like change in date / venue etc., of pre-bid meeting as NIT 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 “NIT”. NIT will upload the clarification on www.coirboard.nic.in or blog, [balusserry coir cluster](http://balusserrycoircluster).

8. AMENDMENT OF TENDER DOCUMENT

NIT whether on its own initiative or as a result of a query, suggestion or comment of an Applicant or a Respondent, may modify the tender document by issuing an addendum or a corrigendum at any time before the opening of the tender, with the concurrence of the tender committee. Any such addendum or corrigendum will be uploaded on www.coirboard.nic.in or blog [balusserry coir cluster](http://balusserrycoircluster) and the same will be binding on all Applicants or Respondents or Tenderers, as the case may be.

9. AUTHORISATION OF THE TENDERER

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

10. SUBMISSION OF TENDER IN TWO COVER SYSTEM

- 10(a) Every page of the terms and conditions of the tender document should be signed and enclosed with the tender, in token of having accepted the tender conditions. Failing which the tender will be rejected summarily.
- 10(b) Tenders should be submitted in two parts:
- a) Part I will cover Technical bid and
 - b) Part II will cover Price bid
- 10(c) Tenderers should ensure submission of all documents along with Part I and Part II proposal as per the Check list given in Annexure -X.
- 10(d) Tenderers are requested to submit Part I and Part II in 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 Manager, Technology Business Incubator, National Institute of Technology Calicut, NIT Campus (PO), Kozhikode-673601”, 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 Manager, Technology Business Incubator, National Institute of Technology Calicut, NIT Campus (PO), Kozhikode-673601”, on or before 1.00 PM on 16.08.2016. 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 16.08.2016. Tenders received after the specified time will not be considered and NIT 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 “Balusserry Coir Cluster

Development Society”, payable at Nadavannur. 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) EMD Exemption clauses: The firm registered with NSIC/covered under MSMED Act 2006/MSME are exempted from furnishing earnest money deposited provided that such Micro and small scale units are registered under single point registration scheme of the NSIC/covered under MSMED Act 2006/MSME and the certificate is valid on the scheduled date of tender opening and product range mentioned in the certificate is the same or similar to our requirement.

The NSIC copies duly attested by Notary Public or gazetted officers or practicing Chartered Accountant with seal and date shall only be accepted.

- 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 NIT 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 16.08.2016 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 03.00 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 03.00 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) NIT 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).

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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 “Balussessry Coir Cluster Development Society”, payable at Balusserry, 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 NIT 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 60 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 60 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 Survey No. 174/2, Nadavannur Village, Calicut.
- 20(d) If the contract is not completed within the stipulated time or extended time, NIT 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 NIT in any manner during the currency of the contract or also found on later date, NIT 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.

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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 NIT 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 NIT immediately, in case of any problems, related to operation or malfunctioning of the machine, without any delay for regular functioning of the cluster. The above service should be done at Free of cost.
- 23(c) Upon the complete fulfillment of this contract by the supplier, to the satisfaction of the NIT, 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 NIT.

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.

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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) NIT 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 NIT immediately on demand, without raising any dispute/protest.

25. PENALTY

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

25(b) Failure to attend the service complaint reported by NIT within 24 hours will attract a penalty of Rs.1,000/- per day.

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

26. TERMINATION OF THE CONTRACT

NIT reserves the right to terminate the contract at any time during the validity period, on account of non-fulfillment 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 NIT / Tenderer to an Arbitrator to be appointed by the Parties hereto by mutual agreement. If no 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, Kannur. 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 Calicut 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 Calicut 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)

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

Annexure-1(a)

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)

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

PART-I

Date: _____

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

The Manager
Technology Business Incubator
National Institute of Technology Calicut
NIT Campus (PO)
Kozhikode 673601

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 TBI-NIT 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 “Balusserry Coir Cluster Development Society”, payable at Balusserry).
- 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 Calicut	
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)

Sl.No	Name & address of the client	Phone / Mobile Number	Quantity Supplied	Year of supply	Work Order /completion certificate enclosed (Yes/No)
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 balussery coir cluster**. 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-NIT/Coir Board or prosecuted.

SIGNATURE OF THE TENDERER
(With seal and address)

PART-II

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

The Manager
Technology Business Incubator
National Institute of Technology Calicut
NIT Campus (PO)
Kozhikode-673601

Sir,

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

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

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

Yours faithfully,

SIGNATURE OF THE TENDERER

ANNEXURE –IX

PRICE BID

(Amount in Rs.)

Sl. No	Description	Basic price	Excise Duty	VAT	CST	Total Cost
1	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 Manager, Technology Business Incubator, National Institute of Technology Calicut, NIT Campus PO, Kozhikode-673601 (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 “Balusserry Coir Cluster Development Society”, payable at Nadavannur).
- 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
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- 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
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- 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 Manager, Technology Business Incubator, National Institute of Technology Calicut, NIT Campus (PO), Kozhikode-673601 (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.