

**COIR BOARD**  
**CENTRAL COIR RESEARCH INSTITUTE**  
**KALAVOOR P.O, ALAPPUZHA**  
**(Ministry of Micro, Small and Medium Enterprises, Govt. of India)**

**EXTENDED TENDER NOTICE**

No. CCRI/2017/SP/Lib/4/2

Date:21.03.2017

Sealed tenders in two cover system and in the prescribed format are invited by the Director, RDTE, Central Coir Research Institute, Coir Board, Kalavoor P.O, Alappuzha - 688 522 from the authorized dealers/suppliers of the standard branded items for the supply of **Scanner for CCRI.**

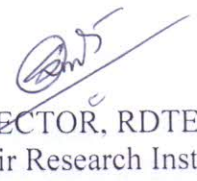
Sl.No.	Description	Qty.
1	Scanner	2Nos.

The tender form can be downloaded from the website of the Board [www.ccriindia.org](http://www.ccriindia.org) or from the Office of the Director, RDTE, Central Coir Research Institute, Kalavoor-688 522, Alleppey, Kerala, PhoneNo.0477-2258094, 2258480. The tender document can be downloaded from the Board's website and submit the tender along with technical bid of the tender.

The last date for issue of tender documents is 10.00 hrs on 18<sup>th</sup> April, 2017. Tenders in sealed cover with EMD Rs.4,500/- (along with the technical bid) in the form of DD drawn in favour of "**The Secretary, Coir Board**" payable at Alappuzha or Bank Guarantee equivalent to the EMD amount will be received by the Director, RDTE, Central Coir Research Institute, Kalavoor up to 15.00 hrs. on 18<sup>th</sup> April, 2017.

**A Pre-Bid Meeting will be convened on 17<sup>th</sup> April, 2017 at 11.00 hrs. at Central Coir Research Institute, Kalavoor, Alappuzha-688522 (if needed).**

The Secretary, Coir Board, Kochi reserves the right to reject any or all tenders without assigning any reason whatsoever. For any clarification contact Central Coir Research Institute, Kalavoor-688 522, Alleppey, Kerala State, India Phone No.0477- 2258480, 2258094.-16. Ph.No.0484-2351788, 2351807.

  
DIRECTOR, RDTE  
Central Coir Research Institute,  
Kalavoor

**COIR BOARD**  
**CENTRAL COIR RESEARCH INSTITUTE**  
**KALAVOOR P.O, ALAPPUZHA**  
**(Ministry of Micro, Small and Medium Enterprises, Govt. of India)**

**TENDER SCHEDULE**

From

The Director, RDTE,  
Central Coir Research Institute (CCRI),  
Coir Board, Kalavoor P.O,  
Alappuzha -688 522

To

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The Central Coir Research Institute, Kalavoor invited sealed tenders for the supply of **Scanner for CCRI**.

Due date and time for issue of the tender	: Till 10.00 hrs. on 18 <sup>th</sup> April, 2017
Due date and time for pre-bid conference	: 11.00 hrs. on 17 <sup>th</sup> April, 2017
Due date and time for receipt of completed tender	: Till 15.00hrs. on 18 <sup>th</sup> April, 2017
Due date for opening of Tender Technical Bid (First stage)	: 15.30 hrs. on 18 <sup>th</sup> April, 2017
Due date for opening of Tender Commercial Bid (Price Bid) second stage	: After finalization of first stage Tender

N.B: 1. Tenders received after the due date and time will not be accepted under any circumstances.

2. In case the above tender opening date happens to be a declared holiday, the tender shall be opened on the next working date at the same time.

1. Tender should be submitted to the Director, Central Coir Research Institute, Kalavoor, Alappuzha-688 522.
- 1-1 The Secretary, Coir Board reserves the right to accept or reject any tender without assigning any reason whatsoever
- 1-2 Tenderer has to abide by the instructions, terms and conditions and specifications contained in the Tender document. Failure to furnish all information required in the Tender document or submission of a Tender not substantially responsive to the Tender document in any respect will be at the Tenderer's risk and may result in the rejection of his Tender.
- 1-3 This Tender document is not transferable. Not more than one Tender against this Tender document shall be submitted. This will be the case even if they represent two principles as their agents/representative.

## 2. PREPARATION OF TENDER

### Language of Tender

Tender prepared by Tenderers and all correspondence and documents relating to the Tender exchanged by Tenderer shall be in English. If any printed literature in any other language is furnished it shall be accompanied by an English translation, for the purpose of interpretation of tender the English translation shall govern. All particulars shall be legible, type written or printed.

## 3. DOCUMENTS COMPRISING TENDER

This Tender consists of two parts - Technical Bid (First Stage) and Commercial Bid or Price Bid (Second stage).

### a) Technical Bid (First Stage) :

The technical bid prepared by Tenderers shall be labeled "FIRST STAGE TENDER". It shall contain 2 parts. 'A' part and B' part. The 'A' part is pertaining to the details of the Manufacturer. The 'B' part is pertaining to the details of the equipments with complete description and services the Tenderer intends to provide and shall comprise the following:

- i. Supply of equipments.
- ii. Period of warranty with replacement of spares.(Minimum 1 year)
- iii. Warranty should be extended on expiry of the said warranty and rate for the warranty extension should be quoted separately
- iv. Warranty starts only after installation and commissioning of the machines

The format of the technical bid is given in ANNEXURE-1

### b) Previous performances

1. Documentary evidence to tenderer's qualification to perform the supply if his tender is accepted, which shall establish to the satisfaction that: the tenderer has the financial, technical and production capacity necessary to perform the supply and in particular, has the experience of having designed, manufactured and supplied sufficient number of equipments having the same like specifications and of the same or higher capacities and are also has the experience of having supply. Relevant detail about experience in supply of similar equipments should be furnished as per the format in Annexure-2
2. The documentary evidence of equipments conforming to Tender Document may be in the form of literature, drawings and data, and the Tenderer shall furnish:
  - i. A detailed description of items, ordering code, brand etc. as per Tender specifications.
  - ii. **Earnest Money Deposit @ ₹ 4,500/-** per tender should be enclosed in the form of D.D. drawn in favour of The Secretary, Coir Board taken from any of the Nationalised Bank or Bank Guarantee equivalent to the EMD amount.
  - iii. Tenderer shall furnish with the Tender, along with his PAN and the Sales Tax Registration Number of both Central and State with validity period.

## 4. Commercial bid or Price bid (Second Stage):

The second stage tender covers the price aspect of the equipments. The price of the equipments should be inclusive of transportation, after sale service and all type of taxes. The format of the commercial bid is given in Annexure-3. The prices should be for "F.O.R.SITE" at Central Coir Research Institute, Kalavoor P.O, Alappuzha-6885 522.

