



**M/s.Gandhi Kamaraj Educational and Rural
Development Trust (GKERD),
Implementing Agency, Ethamozhy Coir Cluster,
Kanyakumari District, Tamilnadu
Mobile: 93450 41515, E-mail: sretnam@hotmail.com**



TENDER NOTICE
(No.SFURTI/TN-KK/02/2017-18)

Sealed Tenders are invited by M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD), the Implementing Agency (IA) of **Ethamozhy Coir Cluster**, from reputed Manufacturers / Authorized dealers for supply, erection, installation and commissioning of the following Machinery & Equipment for the Common Facility Centre (CFC) to be set up at **Elluvilai, Elluvilai Village Panchayat, Agastheswaram Taluk, Kanyakumari District Tamilnadu** under the **Scheme of Fund for Regeneration of Traditional Industries (SFURTI)** of Coir Board, Ministry of MSME, Government of India with financial assistance from Government of India.

S.NO.	DESCRIPTION	QTY
1	SUPPLY, ERECTION AND COMMISSIONING OF 'MANUAL BRUSH TUFTING MACHINERY' ON TURNKEY BASIS	1

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

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

- Date of commencement of issue of tender 06.10.2017 @ 11.00 A.M.
- Pre-bid meeting 17.10.2017 @ 11.00 A.M
- Last date for issue of Tender 26.10.2017 @ 05.00 P.M.
- Last date for submission of Tenders 27.10.2017 @ 01.00 P.M.
- Date of opening of sealed Tenders 27.10.2017 @ 02.00 P.M

(Technical bid only)

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

Chief Executive

**M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD)
opp. Anna bus stand, Upstairs Indian Bank, Nagercoil – 629 001, Kanyakumari District**

**GANDHI KAMARAJ EDUCATIONAL AND RURAL
DEVELOPMENT TRUST (GKERD)**

**Implementing Agency, Ethamozhy Coir Cluster,
Kanyakumari District, Tamilnadu.**

Mobile: 93450 41515, E-Mail ID: sretnam@hotmail.com

TENDER DOCUMENT

TENDER NOTICE No. SFURTI/TN-KK/02/2017-18

**TENDER FOR THE SUPPLY, ERECTION AND
COMMISSIONING OF MANUAL BRUSH TUFTING
MACHINERY ON TURNKEY BASIS**

Prepared by

ITCOT Consultancy and Services Limited

(Technical Agency – SFURTI Coir Clusters, Tamilnadu)

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

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TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF MANUAL BRUSH TUFTING MACHINERY ON TURNKEY BASIS

1. PREAMBLE

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

M/s. Ethamozhy Coir Cluster Private Limited, the Special Purpose Vehicle (SPV) of Ethamozhy Coir Cluster propose to establish a Common Facility Centre (CFC) at Elluvilai, Elluvilai Village Panchayat, Agastheswaram Taluk, Kanyakumari District with the financial assistance from Government of India under SFURTI.

In this context, **on behalf of SPV**, M/s. Gandhi Kamaraj Educational and Rural Development Trust (GKERD), the implementing agency of Ethamozhy Coir Cluster, having their administrative office at GKERD, Opp. Anna Bus Stand, Upstairs Indian Bank, Nagercoil – 629 001, Tamilnadu, invites sealed tenders from reputed Vendors in “Two Cover System” for the supply, erection, and commissioning of ‘Manual BRUSH TUFTING Machinery’ on turnkey basis through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as 27th October 2017.

2. SCOPE OF WORK

- a) The successful tenderer should undertake supply, erection and commissioning of new ‘Manual BRUSH TUFTING Machinery’ on turnkey basis. The detailed specification is given in Annexure-I.
- b) The successful tenderer should complete supply, erection, commissioning within 45 days from the date of receipt of Purchase Order.

3. QUALIFICATION CRITERIA

Clause	Qualification Criteria	Supporting Document
a)	The tenderer should be a registered legal entity.	(i) In case of Private / Public Limited Companies, <ul style="list-style-type: none"> • Copy of Incorporation Certificate issued by the Registrar of Companies& • Copy of Memorandum and Articles of Association (ii) In case of Partnership Firm, <ul style="list-style-type: none"> • Registered Partnership deed (iii) In case of Proprietorship Firm, <ul style="list-style-type: none"> • Copy of Udyog Aadhaar / GST Registration Certificate.
b)	The tenderer should be a manufacturer of Manual BRUSH TUFTING Machinery or dealer of domestic / foreign manufacturer with experience in maintenance and servicing of their Manual BRUSH TUFTING or similar Machinery.	<ul style="list-style-type: none"> • Copy of Udyog Aadhaar/ GST registration certificate. • Dealership certificate in case of dealer of a manufacturer
c)	The tenderer should have at least 3 years of experience (as on 31 st March 2017) in the manufacturing of Manual BRUSH TUFTING Machinery or as a dealer of a manufacturer with experience in maintenance and servicing of their Manual BRUSH TUFTING or similar machinery.	(i) Purchase Order issued by the clients. (ii) Performance certificate issued by the clients. (iii) List of similar orders executed in last 3 years as per Annexure-V
d)	The tenderer should have reported an Average Annual Turnover of Rs.60.00 Lakhs in the last three consecutive financial years i.e. 2013-14, 2014-15 and 2015-16 (or) 2014-15, 2015-16 and 2016-17.	(i) The average annual turnover statement duly certified by Chartered Accountant as per Annexure IV. (ii) The Annual Report/ certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 consecutive financial years.

e)	The tenderer should not have been blacklisted for supply of any items or services to any Government agency.	The declaration form as per Annexure VI should be enclosed.
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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 www.itcot.com 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 06.10.2017 to 26.10.2017.

6. PREBID MEETING

There will be a pre-bid meeting on 17.10.17 at 11.00 A.M. in the office of implementing agency GKERD Trust, No.37/1-685K, Opp. Anna Bus Stand, Upstairs Indian Bank, Nagercoil – 629 001, Kanyakumari District, Tamil Nadu during which the prospective tenderers can get clarifications about the tender. The tenderers shall send their queries in writing if any so as to reach M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD) at least two days prior to the pre-bid meeting date. The tenderers may also check www.coirboard.nic.in or www.itcot.com for up to date information like change in date / venue etc., of pre-bid meeting as M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD) 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 may be sent in writing to “M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD), opp. Anna bus stand, Upstairs Indian Bank, Nagercoil – 629 001, Kanyakumari District, Tamil Nadu” or by e-mail to sretnam@hotmail.com and vnshiju@ethamozhycoirs.com. M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD) will upload the clarification on www.coirboard.nic.in or www.itcot.com.

8. AMENDMENT OF TENDER DOCUMENT

M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD) whether on its own initiative or as a result of a query, suggestion or comment of an Applicant or a Respondent, may modify the tender document by issuing an addendum or a corrigendum at any time before the opening of the tender, with the concurrence of the tender committee. Any such addendum or corrigendum will be uploaded on www.coirboard.nic.in or www.itcot.com 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, containing the name and address of the Tenderer in both the covers. These two Parts namely Part I and Part II must be placed in a separate sealed cover superscripted as “**Ethamozhy Coir Cluster - Tender for the supply, erection, and commissioning of Manual BRUSH TUFTING Machinery on turnkey basis**” and addressed to “The Chief Executive, M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD), C/o. Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District, Tamil Nadu”, containing the name and address of the Tenderer. Tenders submitted without sealed cover would summarily be rejected.

- 10(e) **Tenders should be dropped only in the tender box kept at “The Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District, Tamil Nadu” on or before 01.00PM on 27.10.2017**. Tenders will not be received by hand.
- 10(f) Alternatively, the tenders can be submitted through **registered post or courier** so as to reach at **“The Regional Office, Coir Board, D-30 Sri Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District, Tamil Nadu”** on or before 01.00PM on 27.10.2017. Tenders received after the specified time will not be considered and M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD) 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.17,500/-** (Rupees Seventeen Thousand Five Hundred only) in the form of Demand Draft drawn on any Indian Nationalized/ Scheduled Commercial Bank in favour of “HI Account – Ethamozhy Coir Cluster”, payable at Anandanadarkudy (Indian Overseas Bank Branch Code 3090). The EMD in any other form will not be accepted. The Earnest Money Deposit will be returned to the unsuccessful Tenderers.
- 11(b) EMD will be retained in the case of successful Tenderer and it will not earn any interest and will be dealt with, as provided in the terms and conditions of the tender.
- 11(c) Any request of the tenderer, under any circumstances claiming exemption from payment of EMD will be rejected and their Part II price offer will not be opened.
- 11(d) The amount remitted towards EMD is liable to be forfeited in case the Tenderer fails to undertake the contract after submission of the tender or after acceptance of the offer by M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD) 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 M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD) 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 01.00 PM as per the office clock on 27.10.17 will be taken up for opening. Tenders received after specified date and time will not be accepted. The Tender will be opened by the Tender committee at 02.00PM on the same day in the presence of the available Tenderers / representatives of the Tenderers who choose to be present. The Tenderers or their authorized agents are allowed to be present at the time of opening of the tenders.
- 13(b) Tender Committee will inform the attested and unattested corrections, before the Tenderers and sign all such corrections in the presence of the Tenderers. If any of the Tenderers or agents is not present then, in such cases the Committee will open the tender of the absentee Tenderer and take out the unattested corrections and communicate it to them. The absentee Tenderer should accept the corrections without any question whatsoever.
- 13(c) If the date fixed for opening of the tender happens to be a Government holiday, the sealed tenders will be received up to 01.00 PM on the next working day and opened at 02.00 PM on the same day.
- 13(d) The Technical bid will be evaluated by Tender Committee in terms of the qualification Criteria. Tender Committee reserves the right to disqualify any of the tender if is not satisfied with the documents furnished.
- 13(e) M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD) may arrange for field inspection, if necessary to verify their pre-qualifying conditions before opening of Part II cover and in case if any failure to satisfy the requirements, their Tender will be rejected and their Part-II Cover will not be opened.
- 13(f) The Tenderers declared as qualified will be informed the date of opening of Part II (Price bid).

14. PRICE OFFER

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

15. EVALUATION OF THE PRICE

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

16. AWARD OF CONTRACT

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

17. SECURITY DEPOSIT

- 17(a) On receipt of the Letter of Acceptance from the **M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD)**, 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 “HI Account – Ethamozhy Coir Cluster”, payable at Anandanadarkudy (Indian Overseas Bank Branch Code 3090), or irrevocable Bank Guarantee with a validity period of 12 months in favour of M/s.Ethamozhy Coir Cluster Private Limited, within 10 (Ten) working days from the date of receipt of letter of acceptance. The EMD shall be adjusted with the SD.
- 17(b) Any other amount pending with M/s.Ethamozhy Coir Cluster Private Limited will not be adjusted under any circumstances, against the Security Deposit if so requested.
- 17(c) If the SD amount is not paid within the time specified, the EMD remitted by the Tenderer shall be forfeited, besides cancelling the communication of acceptance of the Tender.
- 17(d) SD amount remitted will not earn any interest.

18. AGREEMENT

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

19. ISSUE OF PURCHASE ORDER

After payment of Security Deposit and successful execution of the agreement, Purchase Order will be released to the items within 10 days by the SPV. The successful tenderer should complete supply, erection and commissioning of Manual BRUSH TUFTING Machinery within 45 days from the date of receipt of Purchase Order.

20. SCHEDULE OF SUPPLY

20(a) The specification of Manual BRUSH TUFTING Machinery should be as per Annexure-I

20(b) The supply, erection and commissioning of new Manual BRUSH TUFTING Machinery ordered shall be completed within 45 days from the date of issue of purchase order. Delay beyond this period will attract penalty.

20(c) The Manual BRUSH TUFTING Machinery should be delivered and installed at Re.Sr.No.1035/13 Elluvilai Village, Elluvilai Village Panchayat, Agastheeswaram Taluk, Kanyakumari District.

20(d) If the contract is not completed within the stipulated time or extended time, **M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD)** will hold full authority to cancel the tender or take any such action that will be deemed fit to the occasion at the risk and cost of the successful tenderer. Such cancellation will entail forfeiture of EMD and Security Deposit.

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

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

21. PERFORMANCE TEST

21(a) The successful tenderer shall demonstrate the performance of the Manual BRUSH TUFTING Machinery in complete conformity with the relevant technical specifications and performance parameters as specified in the Purchase Order.

21(b) This demonstration should be done as stipulated by the **M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD)**.

21(c) The performance tests should be completed within 45 days from the date of issue of Purchase order for the Manual BRUSH TUFTING Machinery.

22. TRAINING OF STAFF

- 22(a) The tenderer should provide training to Staffs on the operation and maintenance of Manual BRUSH TUFTING Machinery before the commencement of performance test.
- 22(b) The tenderer should provide 2 hard copies and soft copies of brochures & operation manuals for Manual BRUSH TUFTING Machinery.

23. PERFORMANCE GUARANTEE

- 23(a) The Manual BRUSH TUFTING Machinery and its accessories are to be guaranteed, for a period of twelve months from the date of completion of performance test against manufacturing defect, bad workman ship or poor performance.
- 23(b) During performance guarantee period of 12 months they should attend any call from **M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD)** immediately, in case of any problems, related to operation or malfunctioning of the machine, without any delay for regular functioning of the cluster. The above service should be done at Free of cost.
- 23(c) Upon the complete fulfillment of this contract by the supplier, to the satisfaction of the **M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD)**, 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) **40% of contract value** will be paid on execution of agreement against bank guarantee. The Tenderer should produce Bank guarantee for the equal amount, which should be valid for a minimum period of 12 months. If necessary, the bank guarantee should be extended for the required period as requested by **M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD)**.
- 24(b) **55% 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, and after successful completion of performance test, on acceptance by the tender committee.
- 24(c) **The balance 5% and SD** will be released only after satisfactory completion of the entire contract, including performance test and submission of bank guarantee equivalent to 10% of the total value of contract valid for 1 year towards performance guarantee.
- 24(d) **M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD)** also reserves the right to recover any dues from the tenderer, which is found on later date, during audit/excess payment, after final settlement is made to them. The successful tenderer is liable to pay such dues to the **M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD)** immediately on demand, without raising any dispute/protest.

25. PENALTY

- 25(a) Failure to execute the entire contract within 45 days from the date of issue of purchase order will attract a penalty of 1% per week, on the full value of the contract up to a maximum of 5%. Delays beyond that period will result in cancellation of the orders.
- 25(b) The response time for attending the complaint raised by **M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD)** should be within 24 hours and resolution time for the same should be within the next 48 hours. Failure to comply with the above time line will attract a penalty of Rs.1000/- per day.
- 25(c) Any delay on the part of **M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD)** should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict **M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD)** from levying penalty.

26. TERMINATION OF THE CONTRACT

M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD) reserves the right to terminate the contract, either part or in full, 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 **M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD)** / Tenderer to an Arbitrator to be appointed by the Parties hereto by mutual agreement. If no such Arbitrator could be appointed by mutual consent, the matter may then be referred to the Chairman, Coir Board for nominating an Arbitrator, the Arbitration proceedings being governed by the Arbitration and Conciliation (Amendment) Act 2015.

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

28(c)The Arbitrator may with the mutual consent of the parties, extend the time for making the award. The award to be passed by the Arbitrator is enforceable in the court at Nagercoil 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 the City of Nagercoil only.

We agree to the above terms and conditions.

SIGNATURE OF THE TENDERER

DATE:

NAME IN BLOCK LETTERS:

DESIGNATION:

ADDRESS:

TECHNICAL SPECIFICATIONS**TECHNICAL SPECIFICATIONS OF
MANUAL BRUSH TUFTING MACHINERY TENDERED**

S.No.	Parameter	Specification
1.	Machine	Vertical Manual Brush Tufting Machine
2.	Filling tool stroke	100 mm
3.	Filling head size	6 mm
4.	Table	Flat Table
5.	Lubrication	Central, Manual
6.	Staples	GI wire
7.	Bristle	Coir, Palmyrah, PP, Nylon

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

COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

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

S.No.	Parameter	Specification
1.	Machine	
2.	Filling tool stroke	
3.	Filling head size	
4.	Table	
5.	Lubrication	
6.	Staples	
7.	Bristle	

PART-I

Date: _____

From,

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

To,

The Chief Executive,
M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD)
Implementing Agency, Ethamozhy Coir Cluster,
Kanyakumari district, Tamil Nadu

Sir,

Sub: Tender for the supply, erection, and commissioning of Manual BRUSH TUFTING machinery on turnkey basis– Submission of Part I –Reg.

Ref: Your Tender Notice Dt.

With reference to your tender notice, we submit herewith our sealed tender for the supply, erection, and commissioning of Manual BRUSH TUFTING machinery on turnkey basis as specified by M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD) 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._____/ - (Rupees _____ only), towards EMD (DD No._____ dated _____ drawn on _____ Bank in favour of “HI Account – Ethamozhy Coir Cluster”, payable at Anandanadarkudy (Indian Overseas Bank Branch Code 3090).
- 3) Letter of Authorization for authorized signatory from the tenderer organization.
- 4) Compliance report to the technical Specifications of the Manual BRUSH TUFTING machinery as per Annexure-I (a).
- 5) Details of the Tenderer (Annexure-III)
- 6) Average annual turnover of the legal entity in the 3 preceding financial years duly certified by a Chartered Accountant (as per Annexure-IV).

- 7) List of customers to whom the tendered items are supplied in the past 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 Aadhar/ GST registration
- 14) Copy of Dealership Certificate, if applicable
- 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 PAN allotment Certificate/ PANCARD issued by Income Tax Department
- 19) Latest I.T return.
- 20) GST Registration Certificate

Yours faithfully,

SIGNATURE OF THE TENDERER
(with seal and address)

Encl: As stated above

ANNEXURE– III**DETAILS OF THE TENDERER**

1. Name of the Tenderer	
2. Registered Office Address	Telephone Number: Fax: Email: Website, if any
3. Contact Person	Name: Designation: Phone: Mobile: Email:
4. Date of Incorporation	
5. Legal Status	Proprietorship/partnership/Pvt. Limited/Public Limited/ others (Pl. mention)
6. Brief profile of the tenderer	
7. Address of Service Centres	
8. Number of staffs on regular payroll	Technical: Administration:
9. Registration Number as a firm under GST	
10. 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	2013-2014	
2	2014-2015	
3	2015-2016	
4	2016-2017	
	Total	Lakh
	Average annual turnover	Lakh

Note: Average Turnover of any **three** consecutive financial years will be considered i.e. FY 2013-14, 2014-15 and 2015-16 (or) 2014-15, 2015-16 and 2016-17.

DATE :

SIGNATURE OF THE TENDERER

SIGNATURE OF CHARTERED ACCOUNTANT
(with seal and Address)

**List of customers to whom Manual BRUSH TUFTING Machinery
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 / shareholders had not been blacklisted by any Government Agencies.

SIGNATURE OF THE TENDERER
(with seal and address)

ANNEXURE-VII

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 Manual BRUSH TUFTING Machinery on turnkey basis will complete the contract as per the tender conditions.

b) I/We have downloaded the tender document from the internet site www.coirboard.nic.in or www.itcot.com. I/We have not tampered / modified the tender document in any manner. In case, if the same is found to be tampered / modified, I/ We understand that my/our tender will be summarily rejected and full Earnest Money Deposit will be forfeited and I /We am/are liable to be banned from doing business with **M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD)**/Coir Board or prosecuted.

SIGNATURE OF THE TENDERER
(with seal and address)

ANNEXURE –VIII

PART-II

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

The Chief Executive,
M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD)
Implementing Agency, Ethamozhy Coir Cluster,
Kanyakumari district, Tamil Nadu

Sir,

Sub: Tender for the supply, erection, and commissioning of Manual BRUSH TUFTING Machinery on turnkey basis–Submission of Part – II – Price Offer-Reg

Ref: - Our tender (Technical Bid) submitted today for “Manual BRUSH TUFTING Machinery on turnkey basis”

In continuation of our above tender, we submit herewith the price offer for “Manual BRUSH TUFTING Machinery on turnkey basis” as specified by **M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD)** in this tender document.

We agree to abide by the terms and conditions stipulated by the **M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD)** and agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the **M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD)** in this tender will hold good as per tender conditions.

Yours faithfully,

SIGNATURE OF THE TENDERER

PRICE BID

(Amount in Rs.)

S.No.	Description	Basic price	GST	Total Cost
01.	Manual BRUSH TUFTING Machinery – One Complete set (as specified in Annexure I)			
02.	Other Services (Transport, Erection etc.)			
	Total All inclusive Cost			

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 Chief Executive, M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD), Implementing Agency, Ethamozhy Coir Cluster, Kanyakumari district, Tamilnadu” (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. _____/- (Rupees _____Thousand only), towards EMD (DD No._____ dated _____drawn on _____ Bank in favour of “HI Account – Ethamozhy Coir Cluster”, payable at Anandanadarkudy (Indian Overseas Bank Branch Code 3090).
- 4) Letter of Authorization for authorized signatory from the tenderer organization.
- 5) Compliance report to the technical Specifications of the Manual BRUSH TUFTING Machinery as per Annexure-I (a).
- 6) Details of the Tenderer (Annexure-III)
- 7) Average annual turnover of the legal entity in the 3 preceding financial years duly certified by a Chartered Accountant (as per Annexure-IV).
- 8) List of customers to whom the Manual BRUSH TUFTING Machinery 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/ GST registration
- 15) Copy of Dealership Certificate, if applicable
- 16) Purchase Order issued by the clients.
- 17) Performance certificate issued by the clients
- 18) 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.
- 19) Copy of PAN allotment Certificate/ PANCARD issued by Income Tax Department
- 20) Latest I.T return.
- 21) GST Registration certificate

Signature of the tenderer with seal

Documents to be enclosed in Part-II

- 1) A covering letter on the letter head addressed to “The Chief Executive, M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD), Implementing Agency, Ethamozhy Coir Cluster, Kanyakumari district, Tamilnadu” (as per Annexure-VIII)
- 2) Price Bid as per Annexure-IX of the Tender document.

Both ‘Part I – Technical bid’ cover and ‘Part II – Price bid’ covers must be placed in a separate sealed cover superscripted as “Ethamozhy Coir Cluster - Tender for the supply, erection, and commissioning of Manual BRUSH TUFTING Machinery on turnkey basis” and addressed to “The Chief Executive, M/s.Gandhi Kamaraj Educational and Rural Development Trust (GKERD),C/o. Regional Office, Coir Board, D-30 Sri Plaza, Mariammal Layout, Palladam Road, Pollachi – 642 002, Coimbatore District, Tamil Nadu”, containing the name and address of the Tenderer.

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

Signature of the tenderer with seal