

TENDER NOTICE**Regarding Purchase of Household Sewing Machine**

District Rural Development Agency, Ludhiana invites sealed tenders for purchase of 394 (Three Hundred Ninety Four) Household Sewing Machines with wooden base including Accessories complying with IS 1610:2000 norms as per BIS certification. Sealed bids/tenders are invites from actual manufacturer/authorized consignee and forwarding agents/authorized distributor only. Last date for submission of bids/tenders is **28.3.2016** till 1.00 pm. For further information/tender form and terms & conditions please visit web site **ludhiana.nic.in** contact Sh. Avtar Singh, APO(M) DRDA on phone no. 0161-2401347 and 8146000475.

-Sd-

Project Director, DRDA
-Cum ADC(D), Ludhiana
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Terms and conditions of Tender for the purchase of 394 (Three Hundred Ninety Four) Household sewing Machines with wooden Base including accessories complying IS 1610:2000 norms as per BIS certifications.

- 1 Bidding amount/cost of Household Sewing machine with wooden base including accessories complying IS 1610:2000 norms as per BIS certifications and the cost should not exceed Rs. 2500/-including all the taxes, transportation charges etc.
- 2 Only actual manufactures/authorized consignee and forwarding agents/authorized distributor will be eligible for the tender/bidding.
- 3 The tender should be submitted in two separate sealed envelopes, one containing a Technical Bid and the 2nd containing Financial Bid. These envelopes should be accordingly marked and sealed by the tenderer. On the tender opening day, only technical bids of those tenderers who submit earnest money as per clause 12 will be entertained. After scrutinizing of technical bids, the Financial bids of only those tenderers will be opened, whose technical bids are found in order or who agree to bring the technical bids as per tender details. The evaluation of technical bids may take time and hence a separate date can be given for opening of financial bids.
- 4 The tenderer will also supply one sample piece i.e. Household Sewing Machine with wooden accessories complying IS 1610:2000 norms as per BIS certifications base including a for physical inspection on returnable basis at time of opening of Technical Bid.
- 5 The tenderers will also attach with technical bid a copy of last year income tax return duly submitted to income tax department alongwith copy of PAN no. and Sale Tax Registration no. certificate. In case of authorized consignee and forwarding agent/authorized distributor then copy of authorization certificate from company.
- 6 Last date for submission of sealed envelope of technical bid and sealed financial bid is **28-03-2016 date till 1:00pm.**
- 7 Sealed bids i.e. Technical bids & Financial bids will be opened on dated **28-03-2016 at 1:00pm** in the Office of ADC(D), Ludhiana.
- 8 Tenders/bids received after the last date and time for whatsoever reasons are liable to be rejected under all circumstances.
- 9 For financial bids, prices to include packaging, taxes, transportation, installation and commissioning. Any charges must be specified clearly or otherwise it will be presumed as included.
- 10 ADC(D) will not allow any increase in price once quoted after the seal is opened.
- 11 The tenders shall be signed by only such legal and authorized person whose is competent to take all decisions and whose decisions are final.

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- 12 Applications of only those bidders will be entertained who will submit valid BIS License regarding IS 1610:2000 certifications as per, BIS license norms and the products to be supplied by successful bidders should meet IS 1610:2000 standards as per norms of BIS license.
- 13 Bid application form should be annexed with Demand draft in favour of ADC(D), Ludhiana of an amount of Rs. 80,000/- or Bank Guarantee of equal amount payable in favour of ADC(D) as a security deposited for Performance Guarantee.
- 14 Minimum guarantee period of the sewing machine supplied should be 02 years from the date of delivery.
- 15 The delivery period of the household sewing machines should be minimum and the same is to be strictly adhered to directions of ADC(D).
- 16 Performance Guarantee: EMD submitted by the supplier will be refunded after 02 years of satisfactory performance of the item supplied.
- 17 Delivery shall be made by successful bidders as per destination on FOR basis as per details given below:-

Sr. No.	Name of BDPO Office	Ph. Nos.	Total Machines Supplied
1	Raikot	01624-267439	21
2	Doraha	01628-257013	28
3	Ludhiana-1	0161-2404838	30
4	Jagraon	01624-223295	30
5	Sudhar	01624-275217	28
6	Ludhiana-2 (27+30)	0161-2449428	57
7	Khanna	01628-233714	24
8	Machhiwara (27+17)	01628-250039	44
9	Pakhowal		25
10	Dehlon		30
11	Samrala		24
12	Sidhwan Bet (26+22)		48
13	5 Machines to be tested at random by Research & Development Centre testing cost shall be borne by successful bidder.	R&D Centre/ADC(D) Office	05
	TOTAL		394

- 18 Expenses for **testing five machines** will be selected at random from 416 machines and tested at Research & Development centre, Ludhiana. Expenses for testing of these 5 machines shall be borne by successful bidder. In case of machines supplied by successful bidder does not match as per specifications or as per bids submitted, then ADC(D) reserves the right to get the contract awarded be cancelled and may take needful action after forfeiting the security deposited or bank guarantee will be invoked.
- 19 Rates quoted in the tender shall be both in figure and words.
- 20 The offer/ tender should be typed or written in ink. The offer/tender written in pencil may be ignored. All corrections must be signed by the tenders.
- 21 Any earnest money/ security deposited against any previous tender/ supply order will not be considered. Fresh earnest money should be deposited with the tender; otherwise the tender will not be considered.
- 22 Telegraphic, email, fax tenders will not be considered/ entertained.

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- 23 Any tender, which is not accompanied by the proper tender form duly signed by the tenderer, will not be considered.
- 24 Offer must be valid for period of not less than 90 days. All tenders/offers will be regarded as constituting an offer open to acceptance in whole or part up to the last date of validity as indicated by the tenders in his tender offer.
- 25 Earnest money deposited by the tenders/supplier shall be forfeited, if the tenderer withdraws his tender during the currency of its validity period.
- 26 Any tender, which is not in accordance with the requirement of the offer or otherwise contain ambiguous and vague terms, may be rejected and no back reference to the tenderer will be made.
- 27 The ADC(D) reserves the rights to reject all the tenders or part thereof or any other without assigning any reason.
- 28 In case or replacement, all the expenses will be borne by supplier.
- 29 Delayed Deliveries: For delay in delivery, penalty @ 2% of total value of the Purchase Order will be levied per month or part thereof. Risk purchase will be done at the cost of the Tenders/Supplier, if he does not supply the material in time.
- 30 Tenders of only reputed tenders/manufactures/suppliers shall be considered who have sound experience in line. The list of customers should be attached to whom supplies have been made in the past five years.
- 31 The ADC(D) reserves the right for inspection of the machinery/ equipment to be carried out by the officials of the ADC(D) before dispatch of material and or at project site also. The supplier has to ensure inspection & testing facilities at their works or alternative site for inspection.
- 32 In case of any dispute arises regarding quality, quantity, payment delivery of goods or any other matter as per terms and conditions of this tender shall be made at Ludhiana in Civil Court or any other Court/Office.
- 33 Payment Terms: Payments for the items supplied shall be disbursed immediately by ADC(D) subject to the submission of following documents by successful bidder.
- i) Receipt and physical inspection report on prescribed **Performa for the concerned BDPO.**
- ii) Performance and Quality certificate tested and issued by R&D Center for Bicycle & Sewing **Machines, Focal Point, Ludhiana** (undertaking of Govt. of Punjab) that five machines selected at random by ADC(D) from the supplied lot conforms to IS 1610:2000 norms as per BIS certifications. Expenses for testing shall be borne by the bidder.

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GENERAL

1. The tenderer shall guarantee that the machinery/equipment shall be free from all defects in design, workmanship and material etc., for a period of 24 months from the date of supply. Should any defect develop in the period of guarantee, it shall be rectified promptly free of charge at the centre by the supplier and all expenses for transportation of equipment etc., for such repair or replacement shall be borne by the supplier.
2. After Sale, Service will be provided by the supplier when required. The supplier must clearly indicate technical as well as commercial terms & conditions for AMC after the expiry of warranty period. The supplier of the sewing machine should mention the authorized service provider after the sales and the estimated minimum time frame for attending the machine in case of breakdown and availability/ supply of spares.
3. Wherever possible the accuracies of the machine/equipment should be clearly specified in terms of actual working. Wherever Calibration certificates are required, the same should be submitted along with the supply. Such certificates should be traceable to a reputed National Lab with validity of minimum One year.

Tender Form - Technical Bid

1. Name & address of the Manufacturer/Firm : _____

2. Unit Location address : _____

3. Tender submitted for the item : _____

4. Earnest Money : Rs. _____
 vide DD No. _____
 dated _____
 Bank _____

5. Name of the authorized
 Representative
 With Designation in Unit/enterprises : _____
 (IN CAPITAL LETTERS)
 Contact Phone No. _____
 e-mail Id _____
 Signature with seal of the
 Unit/enterprises _____

Document enclosed:-

1. DD/Bank Guarantee.
2. Copy of valid BIS License

1. The tenders will also attach with technical bid a copy of last year income tax return duly submitted to income tax department along with copy of PAN no. and Sale Tax Registration no. certificate. In case of authorized consignee and forwarding agent/distributor then copy of authorization certificate from company.
2. Literature/Broucher of the Enterprises & Product.
3. Copy of tender i.e. terms and conditions duly signed with seal on each page by Authorized representative of the company.
4. All the documents/copies submitted for tenders should be duly self attested by authorized person.

Tender Form- Financial Bid
For Household Sewing Machine with wooden base including
accessories as per IS 1610:2000 norms.

1. Name & address of the Manufacture/Firm : _____
with email id & contact No. _____
2. Unit location address : _____

3. Name & designation of Authorized person : _____
Applying tender.

Particular	Amount per machine (in figure)	Amount in words
Cost of each machine as per norms of terms and conditions of tender, inclusive of all taxes and transportation charges to location specified in term & condition of tender		

Undertaking :-

I _____ M/s _____ undertake to abide by all the terms & mentioned in tender documents.

(Authorised Signatory)
with seal.