

**GOVERNMENT OF MANIPUR**  
**OFFICE OF THE DIVISIONAL FOREST OFFICER: TAMENGLONG FOREST DIVISION**  
**TAMENGLONG**

**TENDER INVITING NOTICE**

- 1.** The office of the Divisional Forest Officer, Tamenglong Forest Division invites E-tender in 2-Bid system (Technical Bid & Price Bid) from eligible and reputed Firms/Companies/ Authorized distributors/Authorized dealers for Supply, Installation, Commission, Operation and maintenance for Development and Promotion of Eco tourism centres at Zeilad lake and Tharon cave, Tamenglong under HADP.

The details are summarized below:

a)	Tender Reference No.	No. 3/76/TFD/2021-22/HADP(Pt)/98 dated 06/01/2022									
b)	Purchaser	Divisional Forest Officer, Tamenglong Forest Division, Tamenglong									
c)	Scope of tender	Supply, Installation, Commission and On-site Training									
d)	Specification/Details of machine	Enclosed as <b>Annexure I (A and B)</b>									
e)	Web-page for details of Tender (Tender documents)	Tender documents can be seen and downloaded from <a href="http://www.manipurenders.gov.in">www.manipurenders.gov.in</a> and <a href="http://www.forest.manipurforest.gov.in">www.forest.manipurforest.gov.in</a> . Bids shall be submitted through online at the Government of Manipur's e-Procurement Portal <a href="http://www.manipurenders.gov.in">www.manipurenders.gov.in</a> only. Hard copies of the Technical Bid but not the Financial Bid shall be submitted.									
f)	Location of Supplies	The machines are to be installed at Tamenglong HQ, Manipur- 795141. The Bidder is free to inspect the location/premises before submitting the bid under this tender.									
g)	Earnest Money Deposit (EMD)	<p>An EMD of Rs.22,300/- (Rupees Twenty Two thousand Three Hundred only) and Rs. 0.60 lakh (Rupees Sixty Thousand) for the items <b>A and B</b> respectively of Annexure I shall be submitted in the form of D.D. in favour of "<b>Divisional Forest Officer, Tamenglong Forest Division</b>" payable at Imphal.</p> <table border="1"> <thead> <tr> <th></th><th>Particulars</th><th>EMD</th></tr> </thead> <tbody> <tr> <td>A</td><td>Solor lighting</td><td>22,300/-</td></tr> <tr> <td>B</td><td>Eco-camp facilities, equipment</td><td>60,000/-</td></tr> </tbody> </table>		Particulars	EMD	A	Solor lighting	22,300/-	B	Eco-camp facilities, equipment	60,000/-
	Particulars	EMD									
A	Solor lighting	22,300/-									
B	Eco-camp facilities, equipment	60,000/-									
h)	Exemption from EMD and Tender Fee	Firms registered in MSEs/MSMEs are exempted from paying Tender Fee and EMD provided Valid Registration/ Exemption Certificate is enclosed with the Technical Bid.									
i)	Cost of Tender Documents (Tender Fee)	The tender documents can be downloaded from the websites <a href="http://www.manipurenders.gov.in">www.manipurenders.gov.in</a> and <a href="http://www.forest.manipurforest.gov.in">www.forest.manipurforest.gov.in</a> . The tender fee of Rs. 500/- shall be submitted by way of D.D. in favour of " <b>Divisional Forest Officer, Tamenglong Forest Division</b> " payable at Imphal. Payment through RTGS/NEFT can also be made. See Para No.3(ii).									
j)	Date of Commencement of Tender	<b>6/01/2022</b>									

k)	Last Date & Time for Submission of Tender	Tender must be uploaded to the website <a href="http://www.manipurenders.gov.in">www.manipurenders.gov.in</a> . Hard copies of original documents/instruments for Technical Bid only shall be delivered to the address below <b>on or before 27<sup>th</sup> January, 2022 till 11.00 hrs</b> . Late bids will be rejected. The Conservator of Forest/Western Circle Forest Head Office, Sanjenthong Imphal West, Manipur- 795001 Submission of hard copy without uploading in the e-tender website <a href="http://www.manipurenders.gov.in">www.manipurenders.gov.in</a> shall be summarily rejected.
l)	Date & Time of opening of Technical Bid <b>(Cover-A)</b>	Technical bid for the tender shall be opened on <b>27<sup>th</sup> January, 2022 at 13.00 hrs</b> at O/o Conservator of Forest/Western Circle, Forest Head Office, Sanjenthong Imphal West, Manipur- 795001
m)	Date of opening of Price Bid	The date for opening Price Bid will be intimated to the qualified bidders separately.

## **INSTRUCTIONS TO THE TENDERERS**

### **2. ELIGIBILITY CRITERIA**

- i. Bidder shall be a manufacturer of the equipment having requisite manufacturing facility. Indian Original Equipment Manufacturers (OEMs) shall possess ISO Certificate or valid License for their establishment.
- ii. The bidder shall have market standing continuously for the past 3 years in supplying similar items to customers' satisfaction.
- iii. Authorized distributors/dealers of an Indian OEM or Indian Agent of an overseas vendor are also eligible to participate in the tender, provided they furnish the Authorization for the items and having dealership/distributorship for the subject items at least for three years continuously.
- iv. Supply shall be effected directly by the bidder and not through any other agency.
- v. The average annual turn over of the bidder during the last three years shall not be less than Rs 20 lakh.

### **3. GENERAL CONDITIONS**

- i. All bids must be accompanied by Earnest Money Deposit (EMD) as specified in the bid document and must be furnished with the Technical bid. No cash towards EMD shall be accepted. The offers without EMD from the bidders shall be rejected. Bidders exempted from such obligations shall submit Valid Registration/Exemption Certificate with the Technical Bid to support the claim, failing which, their bids shall be rejected.
- ii. In case of tender documents downloaded from website for submission of offer, Tender fee of Rs. 500/- (Rupees five hundred only) shall be submitted way of D.D. in favour of **"Divisional Forest Officer, Tamenglong Forest Division"** payable at Imphal. Payment can also be made by way of RTGS/NEFT to the bank of the purchaser as detailed below:

Account Name	Bank Name	Account No.	IFSC Code
Divisional Forest Officer, Tamenglong Forest Division	Punjab & Sindh Bank, Deulahlnd, Imphal.	06751100000256	PSIB0000675

The bidder shall attach the Bank Statement/RTGS slip in the Technical Bid to prove the transfer of payment to the purchaser's account.

- iii. Bids shall be opened in presence of bidders/ representatives who intend to attend, on the specified date and time.
- iv. At any time prior to the date of submission of bid, the authority inviting tender may, for any reason, whether at his own initiatives or in response to a clarification from a prospective bidder, modify the bidding documents by an amendment. All prospective bidders who have received the bidding document will be notified of the amendment in writing and the amendment shall be binding on them. In order to provide reasonable time to take the amendment into account in preparing the bid, the authority inviting tender, may at his discretion, extend the date and time for submission of bids.
- v. The bid and all correspondence and documents shall be in the English language.
- vi. The tender document is not transferable.
- vii. **Biddings should be done for the whole items in A or B or both as per Annexure I** i.e., item wise or selective item bidding either in A or B or from both is not allowed. Only those bids quoting for the whole items in A or B or both shall be considered
- viii. The specifications of the machine as mentioned in the **Annexure-I** are the requirements of tender, however higher specifications of machine may be considered subject to their cost economics i.e. competitiveness in financial terms for the particular location.

#### **4. TECHNICAL BID**

The bidder shall furnish along with the e-bid, the following:

- i. Duly attested photocopies of valid manufacturing license for the products offered.
- ii. Details of supplies made during the last 3 years with summary of Purchase Orders and performance certificates issued by clients in the specified format (Refer **Annexure II**). Items supplied to Govt. institutions, if any, for the last 3 years with copies of Purchase Order and Performance certificates are to be separately highlighted.
- iii. Annual Turn Over statement for the last 3 financial years along with statement of concurrent commitment in the specified format (Refer **Annexure III**) certified by the Auditor/ Chartered Accountant.
- iv. GST Registration Certificate.
- v. Bidder shall submit GST clearance certificate and Professional Tax receipt from the Department of Taxes, Manipur as per OM No.FR-8/1/2012-e-FD dated 1<sup>st</sup> June 2021 O/o Finance Department, Government of Manipur in case the bidder is registered in Manipur, otherwise bidder shall submit copies of the latest GST return filing.
- vi. Copy of PAN/TAN.
- vii. Undertaking in the form at **Annexure-IV** confirming acceptance of all terms and conditions of the tender.
- viii. An undertaking on fraud and corruption as per **Annexure-V**.
- ix. A copy of valid ISO Certificate/ valid License for Indian OEMs.
- x. In case of dealer/distributor of an Indian OEM or Indian agent of an overseas manufacturer, Authorization from the manufacturer for the items quoted as per **Annexure-VI**.
- xi. **The Bidders shall furnish complete Technical details of machine/equipment/material for the machine offered to supply through the participation of this tender** (use separate sheet to elaborate the details of technical specifications such as Capacity/Size, Power/voltage, accuracy, accessories, tools, spares etc.) Catalogue, literature and schematic diagrams wherever applicable of all the equipment being offered shall be provided.

#### **5. DELIVERY**

- i. The delivery of machine by the successful bidder should be completed within 30 days from the date of issue supply order. This period may be extended with mutual consent depending on the prevailing circumstances.

- ii. The material shall be inspected on receipt at site and bidder shall be responsible for any damage during the transit of machine/equipment.

## **6. WARRANTY**

- i. The bidder shall offer on-site comprehensive warranty of machine for one year from the date of successful commissioning of machine at the designated location & shall cover each and every part of the machine including parts having limited life etc. The purchaser is not liable to pay any extra charges on any account during warranty period.
- ii. Any part or parts fail or proved defective within the on-site warranty period specified above, owing to defect in design, material or workmanship, the bidder shall have to replace them at the place of installation without asking for any charges.
- iii. During the warranty period, expert(s) shall be deputed at site by the bidder within 7days from the date of request from purchaser, to rectify and fixing the defects of machines at the location where machine(s) supplied. The cost of deputation of expert(s) and any other associated expenditure shall be borne by the bidder.

## **7. ANNUAL MAINTENANCE CONTRACT (AMC)**

Only for the equipment the supplier shall quote rates for the Annual Maintenance Contract (AMC) of the equipment supplied, after expiry of warranty period. Item wise requirement of AMC is listed in **Annexure-I**. AMC shall be considered separately, as required.

## **8. AUTHORIZATION FROM EQUIPMENT MANUFACTURER**

The successful bidder shall ensure that the manufacturers of the equipment being supplied provide full guarantee/ warranty obligations for the required period from the date of commissioning of the supplied equipment. They shall also confirm that they shall provide Comprehensive Annual Maintenance Services as required in terms of Comprehensive Annual Maintenance Contract to be entered into between the supplier/ Manufacturer and purchaser.

- i. Response Time for Breakdown Calls: Maintenance personnel shall attend to the breakdown within 7 days of reporting the fault.
- ii. Preventive Maintenance: During the warranty period and AMC, in addition to attending break down calls, there shall be regular quarterly preventive maintenance visits.
- iii. Operation & Maintenance Manuals: Two sets of operation & maintenance manuals along with circuit diagram and spare parts list of equipment shall be supplied.
- iv. Installation, commissioning & Warranty Service: Supply, installation, commissioning and successful trial run of the equipment & subsequent, warranty / AMC servicing shall be done at site by the supplier themselves or their authorized agent.
- v. Training: Demonstration, operation and maintenance training of the assigned personnel at site shall be provided.

- 9. All the above documents shall be uploaded as a part of the technical e-tender. The technical details in the original documents/instruments shall also be submitted in hard copy in separate sealed cover envelope superscribed as **"Cover-A Technical Bid: tender for Supply of Solar Lighting and Eco-camp facilities, equipment & boat at Tamenglong Headquarter"**, due at 1100 hrs on 27<sup>th</sup> January, 2022, addressed to the "Office of the Conservator of Forests/Western Circle, Forest Head Office, Sanjenthong, Imphal, Manipur- 795001".

## **10. PRICE BID**

- i. The price/rate quoted per unit shall be the landed cost at destination, inclusive of packing, forwarding, taxes/duties, freight, insurance, warranty, installation, commission, on-site training, etc. as per the Price Bid format at **Annexure-VII**.
- ii. The landed price per unit including warranty shall be the criteria for determining the L1 rate.
- iii. AMC shall be considered separately, as required, and shall not be included in determining L1 rate.

#### **11. OPENING OF TECHNICAL BID**

Technical Bids shall be opened at the office of the **Conservator of Forests/Western Circle, Forest Head Office, Sanjenthong, Manipur-795001** at 13.00 hrs on 27<sup>th</sup> January, 2022 in presence of the bidders or their authorized representative (one person per bidder only).

#### **12. OPENING OF PRICE BID**

The Price Bid of only technically qualified bidders will be opened on the stipulated due date. The date & time for opening of Price Bid shall be intimated to the technically qualified bidders through email, after the evaluation of Technical Bid.

#### **13. TENDER EVALUATION**

- i. Tenders will be evaluated with reference to various criteria and one of such criteria is that the rate per unit (landed price including warranty) for determining the L1 rate (Lowest rate). Conditional discounts shall not be taken into account for price comparison. However same shall be considered in case of placing order if the bidder happens to be L1.
- ii. If needed, the Purchaser/Authority inviting tender may, at its discretion, ask any bidder for a clarification for its bid. Any clarification submitted by a Bidder in respect to its Bid and that is not in response to a request by the Purchaser shall not be considered. The Purchaser's request for clarification and the response shall be in writing only.
- iii. If a Bidder does not provide clarifications of its bid by the date and time set in the Purchaser's request for clarification, its bid may be rejected.
- iv. The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to supply order, without thereby incurring any liability to Bidders. In case of annulment, all bids submitted and specifically Bid document, EMD deposits shall be promptly returned to the Bidders.
- v. At the time the Contract is awarded, the Purchaser may increase the Quantity of machines without any change in the unit prices or other terms & conditions of the bid and the Bidding Documents subject to the acceptance of bidder in writing for the same.

#### **14. VALIDITY OF BIDS**

Bids shall remain valid for acceptance for a period of 180 days after opening of Technical bid i.e. Technical bids with shorter validity shall be rejected. Purchaser may solicit bidders' consent to an extension of bid Validity period. A bidder may refuse extension request without forfeiting the bid Security.

#### **15. VALIDITY OF TENDER**

The validity of tender of the successful bidder shall be at least 1 year from the date of finalization of the order and the successful bidder(s) are bound to supply the items at agreed rates during this period. This validity period may be further extended with mutual consent.

#### **16. NON-BINDING CLAUSE**

- i. The Authority Inviting Tender/Purchaser is not bound to accept any tender simply on ground of its rates/bids being the lowest or for quoting unreasonable rates provided he has reasoned to do so without compromising the quality and specifications of the items at any cost and as such the Authority Inviting Tender is at liberty to cancel such tenders. The Authority Inviting Tender reserves the right to take final decision by looking into the technicality of the bids or rates so quoted.
- ii. The Tenderers are not bound to submit the tender simply because they obtain the tender forms from the Authority Inviting Tender and anyone who is unwilling and/or who has reservation to abide by the terms and conditions of the contract/clauses laid down herein as may also be prescribed in the future under reasonable circumstances is advised not to file any tender as filling to the tenders will automatically mean that the Tenderer concerned has willfully agreed to abide by such terms and condition as laid down herein and also as may be reasonably laid down in future.
- iii. **No revision of estimated costs, whatsoever, will be allowed once the tendering process complete.**

## **17. EMD FORFEIT**

- i. If any Bidder withdraws his tender before the period of 90 days from the date opening of technical bid or makes any modifications in the terms and the conditions of the tender which are not acceptable to the purchaser, then the purchaser shall, without prejudice to any other rights or remedy, be at liberty to forfeit the EMD.
- ii. The EMD will also be forfeited in following cases:
  - a. If the bidder fails to accept the order based on his bid and within the prescribed time.
  - b. If the bidder fails to supply the Machines with specifications as mentioned in Annexure-I.
  - c. If the bidder delays the supplies beyond a reasonable time resulting in disruption of project.
  - d. Bidder for any reason whatsoever withdraws the tender after it is accepted or become unable or fails to execute the orders within stipulated delivery period.
  - e. Submission of misleading/contradictory/false statement or information and fabricated/invalid documents is detected before or after the issue of order to execute the supplies.
  - f. The successful bidder does not submit Indemnity Bond within the prescribed time.

## **18. REASONABILITY OF RATES/PRICE**

- i. The bidder shall certify that the rates quoted are the lowest ones for any institution in the country. **If the bidder is stockiest / distributor/ dealer, he shall confirm that the price quoted are based on manufacturer's list price with appropriate discount & shall enclose manufacturer's price list or priced quotation in support of his claim.**
- ii. During the period of the contract, if the price of any tendered item is reduced due to any reason including any Law or Act of the Central/State Government, the bidder shall be statutorily bound to intimate the reduced rates immediately to the purchaser and shall charge the reduced rates. The purchaser is empowered to unilaterally effect such reduction as is necessary in rates, in case the bidder fails to notify or fail to agree to such reduction of rates.
- iii. Subject to the condition stipulated above, the prices shall remain firm for the validity period of tender and on no account any increase in price shall be entertained till the completion of the contract period.
- iv. No bidder will be allowed at any time on any ground whatsoever, to claim revision of or modification in the rates quoted by him. The representation of the bidder that computation/ typographical or clerical error etc. has been committed in the bid and request for reversion on such plea shall not be entertained after opening of the bid.

## **19. STATUTORY TAXES/DUTIES**

In case of any enhancement of Taxes and/ or duties or levy of fresh Taxes/ duties due to Statutory Act of the Govt., after date of submission of the tenders and during the contractual delivery period, additional or fresh levies so imposed will be allowed to be claimed as extra without any change in the price structure approved under the tender. For this purpose, the supplier shall produce a certificate from the authority concerned certifying that the item supplied falls under particular tariff resulting in additional/ fresh levies for the supplied item. However, the same shall not be borne by the purchaser in case such levies become applicable after expiry of the contractual delivery period stipulated in the contract.

## **20. PERFORMANCE SECURITY DEPOSIT:**

The successful bidder, within 15 days of receipt of Purchase Order, shall be required to submit **Performance Security Deposit of 3% of the order value** in the form of Performance Bank Guarantee in favour of the purchaser valid for a period of 3 months beyond the warranty period. The Bank Guarantee shall be returned on completion of the Warranty period of the goods supplied. However, if the supplier fails to execute the order or fails to perform the services as per contract, in addition to other penal actions, the Bank Guarantee shall be encashed & the amount forfeited.

## **21. AGREEMENT**

The successful tenderer shall execute an agreement on non-judicial stamp paper of value of Rs.100/- (stamp duty to be paid by the tenderer) as per proforma in **Annexure-VIII** within 15 days from the date of the intimation from Tender Inviting Authority informing that his tender has been accepted.

## **22. NON ASSIGNMENT**

The tenderer shall not, at any time, assign, sub-let or make over the contract or the benefit thereof or any part thereof to any person or persons whatsoever.

## **23. COMMUNICATION**

All notices or communications relating to or arising out of this agreement or any of the terms thereof shall be considered duly served on or given to the tenderer if delivered to him or left at his premises, places of business or abode.

## **24. ANNULMENT OF AWARD, FORFEITURE OF SECURITY DEPOSIT & FRESH AWARD**

Failure of the successful bidder to comply with the requirements of signing of contract and /or submission of performance security within the time schedule as stipulated above shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security. Under such a situation, the proposal may be reviewed for award of the contract on the next lowest evaluated technically qualified bidder or go for a fresh bid depending on the circumstance. In case it is decided to go for the next lowest bidder, negotiation may be considered to bring down their price nearer to the originally evaluated & lowest bidder.

## **25. TENTATIVE QUANTITY**

The quantity mentioned in **Annexure-I** is only the tentative requirement and may increase or decrease as per the decision of Tender Inviting Authority. The rates quoted should not vary with the quantum of the order or the destination.

## **26. INSPECTION & QUALITY ASSURANCE**

- a) The purchaser and /or his authorized representative(s) have the right to inspect the manufacturing facilities of those companies who have quoted or whose items have been quoted for this tender, before accepting their rates or before awarding the contract, or at any point of time during the continuance of the tender and has also the right to reject the tender or not to reorder based on facts brought out during such inspections.
- b) During the process of manufacture/ fabrication of the ordered items, stage wise as well as random inspections may be carried out by authorized technical personnel to ensure compliance to specification/quality. However, such inspection shall not absolve the supplier from his responsibility of strictly adhering to the specifications & other conditions spelt out in the tender.
- c) In case of major equipment, the bidder shall submit a stage wise quality assurance plan and the final Factory Acceptance Test plan of the complete unit to the tender inviting authority.

## **27. PAYMENT TERMS**

**No advance payment shall be made.** 90% payment for the supplied items shall be made after receipt of the fully functional items and completion of all codal formalities subject to submission of Bank Guarantee for Performance Security, relevant documents, test certificates, warranty certificates etc. Balance 10% payment shall be released on completion of the total supply and on successful operation of all the units for at least 3 months. Payment for Annual Maintenance Contract after warranty period shall be made annually at the agreed rates, as required.

## **28. PENALTY FOR DELAY IN DELIVERY**

- a) In case there is delay in delivery beyond the stipulated period as mentioned in delivery clause, there shall be reduction in price @ 0.5% of the value of delayed goods per week of delay or part thereof subject to a maximum of 10% of the total order value.
- b) Once the maximum price reduction is reached, termination of the contract may be considered.
- c) Non-performance of the contract provisions shall make the successful bidder liable to be disqualified to participate in any tender for the next 5 years, in addition to forfeiture of EMD and Bank Guarantee for Performance Security and other penal provisions.

## **29. FORCE MAJEURE**

The above condition of delivery period, price reduction & termination etc. are subject to force majeure conditions which are beyond the control of the supplier, do not involve fault or negligence of the supplier and are not anticipated. Such events may include but are not limited to riots, mutinies, war, fire, storm, tempest, flood, epidemics, or other exceptional causes like quarantine restrictions, freight embargoes. On specific request made by the tenderer the time period of supply may be extended by the purchaser at his discretion for such period as may be considered reasonable. However, the condition shall not include scarcity of raw materials, power cut, labour dispute, failure of sub-vendor or increase in cost of raw material, etc.

## **30. ADJUDICATION/REVIEW BOARD**

Any dispute arising out of or during execution of the contract shall be settled with mutual agreement through an Adjudication/Review Board appointed by the appropriate authority of the purchasing organization, having officers belonging to other departments not related to the purchasing department.

## **31. SAVING CLAUSE**

No suit, prosecution or any legal proceedings shall lie against Tender Inviting Authority or any person for anything that is done in good faith or intended to be done in pursuance of tender.

## **32. LAWS GOVERNING THE CONTRACT & JURISDICTION**

The contract shall be governed by the laws in force in India. In the event of any dispute arising out of the tender such dispute would be subject to the jurisdiction of the Civil Court within the city of Imphal only.

**33.** *Bidders are advised to check the website [www.manipurtenders.gov.in](http://www.manipurtenders.gov.in) and [www.forest.manipurforest.gov.in](http://www.forest.manipurforest.gov.in) at least 3 days prior to closing date of submission of tender for any corrigendum, addendum or amendment to the tender document.*



**A. Details of Machine/Descriptions required for the Solar Lighting**

Sl. No.	Item	Qty	General specifications/descriptions
1	Solar Lamp with Solar Panel including Pole	50	40 Watts, LED Chip, Outdoor, Weather proof, Anti-Corrosion
2	Concrete base	50	Concrete, 50 cm X 50 cm X 100 cm (IXbXh)
3	Solar lighting	100 m	LED lights

**B. Details of Machine/Descriptions required for the Eco-camp facilities, equipment and boat**

Sl. No.	Item	Qty	General specifications/descriptions
1	Sleeping Bag	90	Size-L, Adult, Padding-100% Polyster, Compact & Light, Water Repellent
2	Tent	40	Occupancy-4, Installation Type-Freestanding, Water Resistant, Dome Style
3	Camp Chair	80	Portable folding chair, Heavy duty steel frame, Compact
4	Camp Table	40	Light weight, Portable, Foldable
5	Fibre Boat	10	Capacity - 4 adult, Material-Fibre
6	Life Jacket	50	Water Repellant, Polyster, User Weight upto -120 kg
7	Lantern	40	Solar Lantern, Power LED
8	Fibre Dust Bin	30	Fibre Material, Unbreakable, Water Resistant
9	Binoculars	81	100X Zoom Prism Binocular with Pouch for Long Distance
10	GPS	10	GRAMIN Navigator, Micro SD Card, Hand Held
11	Fire Extinguisher	30	CO2 Types Fire Extinguisher 4.5 kg Capacity, ISI Certified
12	Walkie Talkie	80	Lithium Batteries, 5-10 km Range, Wide Frequency Range

**PROFORMA FOR PERFORMANCE STATEMENT****(FOR A PERIOD OF LAST 3 YEARS)**

Name of firm\_\_\_\_\_

Sl.	Name of the product	Year	Quantity	Value	Name and full address of the purchaser	Remarks on Performance
	1	2	3	4	5	
1.						
2.						
3.						

Signature and seal of the Tenderer\_\_\_\_\_

**ANNUAL TURN OVER STATEMENT**

The Annual Turnover of M/s \_\_\_\_\_ for the past three years and concurrent commitment for the current financial year are given below and certified that the statement is true and correct.

Sl.No.	Year	Turnover_in Lakhs (Rs)
1.	-	
2.	-	
3.	-	

Total - Rs. \_\_\_\_\_ Lakhs.

(in words) \_\_\_\_\_

Average turnover per annum - Rs. \_\_\_\_\_ Lakhs.

**Concurrent Commitment**

S N	Contract Ref.	Purchaser	Total Contract Value	Outstanding Value	Estimated Delay in completion date

Date:

Signature of Auditor/

Seal:

Chartered Accountant  
(Name in Capital)

**UNDERTAKING**

To

The Divisional Forest Officer  
Tamenglong Forest Division

Tender enquiry No. \_\_\_\_\_

For supply of \_\_\_\_\_

Sir,

1. I, Shri \_\_\_\_\_, on behalf of M/s \_\_\_\_\_ having registered office at \_\_\_\_\_, do hereby declare that I have gone through the terms and conditions mentioned for the above and undertake to comply with all tender terms and conditions. The rates quoted by me/us are valid and binding on me/us for acceptance for a period of one year from the date of award of contract to us.
2. I/We undersigned hereby bind myself/ourselves to the Office of .....to supply ..... The rates quoted by me/us for the items tendered for are specified against each. **It is certified that rates quoted are lowest quoted for any institution in India and not higher than the MRP/ prevailing market rate.**
3. The articles shall be strictly as per specification and of the best quality as per requirement of the institution. The decision of the Office of ..... (herein after called the said Purchaser) as regards to the quality and specification of article shall be final and binding on me/us.
4. We undertake and confirm that
  - a) WARRANTY: The item, supplied shall be covered under warranty for a period of \_\_\_\_years (as applicable) from the date of receipt and any maintenance or repair arising during this period including replacement of parts if any, shall be carried out by us at our own cost without any cost liability on the purchaser.
  - b) Authorization from Equipment Manufacturer: We shall furnish authorization from the manufacturer undertaking to the Purchaser in appropriate format assuring full guarantee/ warranty obligations valid for a period of \_\_\_\_years (as applicable) from the date of receipt of the supplied item.

5. We agree to the conditions of the tender under which the EARNEST MONEY DEPOSIT and PERFORMANCE SECURITY DEPOSIT shall be forfeite.
6. We hereby undertake to pay the **penalty** as per the terms and conditions of the contract for delayed supply of the ordered items.
7. We agree to accept the amount of the bill to be paid by the purchaser after completion of all codal formalities and should any amount of the bill found by the purchaser/auditors to have been over-paid; the amount so found shall be refunded by me/us.
8. We hereby undertake to supply the items during the validity of the tender as per direction given in supply order within the stipulated period.
9. The tender inviting authority has the right to accept or reject any or all the tenders without assigning any reason.
10. We understand all the terms and conditions of the contract and bind myself/ourselves to abide by them.
11. We hereby declare that there is no vigilance/CBI or court case pending/contemplated against us at the moment.

SIGNATURE :

NAME & DESIGNATION :

DATE :

NAME & ADDRESS OF  
THE FIRM :

e-mail id :

SEAL :

**UNDERTAKING ON FRAUD AND CORRUPTION**

We M/s ..... do hereby undertake that, in competing for (and, if the award is made to us, in executing) the subject contract for supply of ..... under tender reference no. .... Dt ..... We shall strictly observe the laws against fraud and corruption in force in the country.

Sd/-

Signature of proprietor/Partner/Director

Designation:

Seal:

## MANUFACTURER'S AUTHORIZATION FORM

No. \_\_\_\_\_ Dated \_\_\_\_\_

To,

Dear Sir,

Bid Ref. No. \_\_\_\_\_

We \_\_\_\_\_ who are established and reputable manufacturers of \_\_\_\_\_ having factories at \_\_\_\_\_ Registered office at \_\_\_\_\_ possessing Manufacturing Licence No. \_\_\_\_\_ dated \_\_\_\_\_, Valid Upto \_\_\_\_\_, hereby authorize M/s. \_\_\_\_\_

\_\_\_\_\_ (Name and address of Representative), to submit a bid and subsequently negotiate and sign the contract with you against the above mentioned tender for the following items quoted.

- 1.
- 2.
- 3.

(Attach separate sheet if necessary)

We hereby extend our Guarantee/ warranty for a period of \_\_\_\_year (as applicable) from the date of receipt of the item as per the tender conditions for the items offered for supply against the tender submitted by the above firm.

Yours faithfully,

(Name)

for and on behalf of M/s. \_\_\_\_\_

(Name of Manufacturer)

**Note:** This letter of authority should be on the letterhead of the manufacturing concern and should be signed by a person competent and having the power of attorney to bind the manufacturer.

**PRICE BID FORMAT**

**Annexure VII**

SN	Name of the Equipment	Qty	Name of the Manufacturer	Quoted Model	Price			Total Price for the equipment	No. of Years AMC required after expiry of warranty period	Price for 1st year AMC	Price for 2nd year AMC	Total cost for AMC	Total
					Unit price including transportation, installation, commission, training etc.	GST	Total						
A.	Solar Lighting of Tharon Cave												
1	Solar Lamp with Solar Panel including Pole	50							2				
2	Concrete base	50											
3	Solar lighting of cave	100 m											
	Sub-total (A)												
	In words (Rupees .....)												
B	Procurement of eco-camp facilities, equipment and boats												
1	Sleeping Bag	90											
2	Tent	40											
3	Camp Chair	80											
4	Camp Table	40											
5	Fibre Boat	10											
6	Life Jacket	50											
7	Lantern	40											
8	Fibre Dust Bin	30											
9	Binoculars	81											
10	GPS	10											
11	Fire Extinguisher	30											
12	Walkie Talkie	80											
	Sub-total (C)												
	In words (Rupees .....)												
	Grand total (A+B+C)												

1) The unit price quoted shall be the landed cost at destination, inclusive of packing, forwarding, the taxes/duties, insurance, installation/commissioning etc and one year warranty period from the date of commissioning.

2) Price for additional warranty to be quoted only for those equipment where requirement of additional warranty period is indicated.

3) AMC to be quoted only for those equipment where requirement of AMC is indicated against each equipment at Annexure I. Bidders are advised to carefully check which equipment required AMC.

4) All prices to be quoted in Rupees



(to be typed in non Judicial Stamp paper)

**FORM OF CONTRACT AGREEMENT**

THIS CONTRACT AGREEMENT is made

The ..... day of ....., year.....

BETWEEN

- (1) Name and Address of the Purchaser:
- (2) Name and Address of the supplier:

WHEREAS the Purchaser invited bids for certain goods and ancillary services, viz., [insert: brief description of goods and services] and has accepted a bid by the Supplier for the supply of those goods and services in the sum of [insert: contract price in words and figures] (hereinafter called "the Contract Price")

NOW THIS AGREEMENT WITNESSES AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meaning as are respectively assigned to them in the Condition of Contract referred to.
2. The following documents shall constitute the Contract between the Purchaser and the Supplier, and each shall be read and construed as an integral part of the Contract:
  - (a) This Contract Agreement
  - (b) General Condition of Contract
  - (c) Technical Requirements (including Technical Specifications)
  - (d) The Supplier's bid and original Price Schedules
  - (e) The Purchaser's Notification of Award
3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.  
For and on behalf of the Purchaser

Signed: \_\_\_\_\_

In the capacity of [insert: **title or other appropriate designation**]

In the presence of \_\_\_\_\_

For and on behalf of the supplier

Signed: \_\_\_\_\_

In the capacity of [insert: **title or other appropriate designation**]

In the presence of \_\_\_\_\_