

## **TENDER NOTICE**

Sealed Tenders are invited from Original/reputed Govt. approved contractors / Firms for the following works at Trivandrum Foot mat Cluster, National Development Agency, promoted by Govt. of India under SFURTI scheme of KVIC in Thiruvananthapuram District.

S.NO	DESCRIPTION	EMD
1.	<b>Supply of waste cotton material (Ordinary/Colour) &amp; Yarn Material(Ordinary/Colour)</b>  <b>TENDER NOTICE (SFURTI/KVIC/BSS/-05 Dtd.18.08.2021)</b>	28,200/-

Technical Specifications for the above works are available in the Tender Documents.

Tender document may be DOWNLOADED from the date of advertisement (18.08.2021 @ 11.30 AM onwards) from the website [www.bharatsevakсамaj.org](http://www.bharatsevakсамaj.org)

- Date of commencement of issue of tender : 18.08.2021 @ 11 AM
- Pre-bid meeting : 25.08.2021 @ 11 AM
- Last date for issue of Tender : 24.08.2021 @ 05 PM
- Last date for submission of Tenders : 31.08.2021 @ 01 PM
- Date of opening of sealed Tenders : 02.09.2021 @ 03 PM

**General Secretary**

**Bharat Sevak Samaj**

## IMPORTANT NOTICE

The Tender Schedules for the following items are given below.

S.NO	DESCRIPTION	EMD
1.	<b>Supply of waste cotton material (Ordinary/Colour) &amp; Yarn Material (Ordinary/Colour)</b> <b>TENDER NOTICE (SFURTI/KVIC/BSS/05</b> <b>Dtd.18.08.2021)</b>	28,200/-

The Tenderer may apply on a turnkey basis for supply, erection, commissioning and testing of entire items. However, each item-wise offer is also admissible. The Tenderer shall refer to the respective tender schedule for each of the tendered items. Separate sealed cover for each tender item shall be submitted by the Tenderer. Participation in the Pre-Bid Meeting is compulsory. **The Technical bid and Prize bid should be sorted into two packages and sealed together before submission.**

Bharat Sevak Samaj

National Development Agency, promoted by Govt. of India

Email: [bssagrihorti@gmail.com](mailto:bssagrihorti@gmail.com), [bssolarkerala@gmail.com](mailto:bssolarkerala@gmail.com)

## **TENDER DOCUMENT**

**TENDER NOTICE (SFURTI/KVIC/BSS/05 Dtd.18.08.2021**

Tender for **Supply of waste cotton material & Yarn Material**

Prepared by



Entrepreneurship Development Institute of India (Technical Agency for SFURTI  
KVIC/Coir Clusters of Kerala and Gujarat) - Trissur – Kerala Phone No. 0487  
2206242 and 2206241

Email: [srok@ediindia.org](mailto:srok@ediindia.org) & [sivan@ediindia.org](mailto:sivan@ediindia.org)

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# **TENDER FOR SUPPLY OF WASTE COTTON MATERIAL AT VAMANAPURAM**

## **1. PREAMBLE**

Scheme of Fund for Regeneration of Traditional Industries (SFURTI), the scheme of the 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. KVIC, the Nodal Agency of traditional and village industry, has obtained approval for the development of the Thiruvananthapuram Foot mat Cluster under SFURTI.

Trivandrum Foot mat Cluster, the Special Purpose Vehicle (SPV) of Bharat Sevak Samaj, proposes to establish a Common Facility Centre (CFC) at Vamanapuram village with the financial assistance from Government of India under SFURTI.

In this context, on behalf of SPV, Bharat Sevak Samaj the implementing agency of Thiruvananthapuram Foot mat Cluster, invites sealed tenders from reputed manufacturers in “Two Cover System” for the supply of waste cotton material through transparent bidding process. The Tender notification has been published fixing the date of opening of the tender as **02.09.2021**.

## **2. SCOPE OF WORK**

- a) The successful tenderer should undertake the **Supply of waste cotton material** at Vamanapuram, Thiruvananthapuram. The detailed specification is given in Annexure-I.
- b) The successful tenderer should complete the work within 90 days from the date of receipt of Work Order

### 3. QUALIFICATION CRITERIA

Clause	Qualification Criteria	Supporting Documents
a)	The tenderer should be a registered legal entity	(1) In case of Private/Public Limited Companies: <ul style="list-style-type: none"> <li>● Copy of incorporation certificate issued by the registrar of companies and</li> <li>● Copy of memorandum and articles of association</li> </ul> (2) In case of a Partnership firm, <ul style="list-style-type: none"> <li>● Registered partnership deed</li> </ul> (3) In case of Proprietorship firm <ul style="list-style-type: none"> <li>● Copy of tax registration Certificate/ Udyog Aadhar/ PAN CARD</li> </ul>
b)	The tenderer should be an eligible Contractor	(i) Valid Registration Certificates from kseb and others
c)	The tenderer should have at least three years of experience (as on 31 <sup>st</sup> Sept.2020)	<ul style="list-style-type: none"> <li>● List of similar orders executed in last three years as per Annexure- V</li> </ul>
d)	The tenderer should have reported an average annual turnover of Rs. 50.00lakhs in the last three consecutive financial years i.e. 2017- 18, 2018-19 and 2019-20	(i) the average annual turnover statement duly certified by the chartered accountant as per Annexure IV
e)	The tenderer should not have been blacklisted for supply of any item or services to any government agencies	The declaration form as per Annexure VI should be enclosed

### 4. LANGUAGE OF THE TENDER

The Tender prepared by the Tenderer as well as all correspondence 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.bharatsevaksamaj.org](http://www.bharatsevaksamaj.org) or by request from Trivandrum Foot mat Cluster through email at free of cost. The tenderer should give a declaration for not having tampered with the Tender document downloaded from the Internet (as per Annexure VII).

## 6. PRE BID MEETING

There will be a pre-bid meeting on 25-08-2021 at 11.00 A.M. in BSS Agri-Horti Mission , BSS solar, Bramin's colony, Kowdiar PO, Thiruvananthapuram, 695003 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 Trivandrum Foot mat Cluster at least two days prior to the pre-bid meeting date. The tenderers may also check [www.bharatsevaksamaj.org](http://www.bharatsevaksamaj.org) for up to date information like change in date / venue etc., of the pre- bid meeting as Trivandrum Foot mat Cluster may not be able to identify and communicate with the prospective bidders at this stage. Not attending pre-bid meetings is not a disqualification.

## 7. CLARIFICATION ON THE TENDER DOCUMENT

The tenderers may ask for queries in any of the clauses in the tender document before 48 hours of the opening of the tender. Such queries must be sent in writing to "Trivandrum Foot mat Cluster. Trivandrum Foot mat Cluster will upload the clarification on [www.bharatsevaksamaj.org](http://www.bharatsevaksamaj.org) It is binding on the part of the tenderers to check the above-mentioned websites for any amendments or clarifications posted during the entire tender process.

## 8. AMENDMENT OF TENDER DOCUMENT

Trivandrum Foot mat Cluster 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.bharatsevaksamaj.org](http://www.bharatsevaksamaj.org) 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.

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 proposals as per the Check list given in Annexure-X.

10(d) Tenderers are requested to submit Part I and Part II in separate sealed covers. Part I cover to be superscripted as “Part I – Technical bid” and Part II cover to be superscripted as “Part II – Price bid” respectively. These two Parts namely Part I and Part II must be placed in a separate sealed cover superscripted as “Tender for the **Supply of waste cotton material** ” and addressed to “The General Secretary, Trivandrum Foot mat Cluster, Brahmin’s colony, Kowdiar PO, Thiruvananthapuram, 695003”, 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 “Trivandrum Foot mat Cluster, Brahmin’s colony, Kowdiar PO, Thiruvananthapuram, 695003” on or before 1.00 PM on 02.09.2021. Tenders will not be received by hand.

10(f) Alternatively, the tenders can be submitted through a registered post or courier so as to reach the above address on or before 1.00 PM on 02.09.2021. Tenders received after the specified time will not be considered and Trivandrum Foot mat Cluster 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. 28,200/- (Eighteen Thousand Two hundred only) in the form of Demand Draft in favour of “Trivandrum Foot mat Cluster”, payable at Thiruvananthapuram. The EMD in any other form will not be accepted. The Earnest Money Deposit will be returned to the unsuccessful Tenderers. If you as any are exempted from paying the EMD, provide the relevant documents and an exemption may be available.

11(b) EMD will be retained in the case of a 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 Trivandrum Foot mat Cluster, or fail to sign the Agreement or to remit the Security Deposit.

## 12. VALIDITY

The rate quoted in the Tender should be valid for acceptance by the Tender Committee, for a minimum period of 90 days from the date of opening of the Tender. The accepted rate is valid till the entire contract is completed. Escalation in the rates will not be entertained under any circumstances.

12(a) The tenders received up to 1.00 PM as per the office clock on 02.09.2021. Will be taken up for opening. Tenders received after the specified date and time will not be accepted. The Tender will be opened by the Tender committee at 03.00 PM on the same day in the presence of the available Tenderers/ representatives of the Tenderers who choose to be present. The Tenderers or their authorized agents are allowed to be present at the time of opening of the tenders.

12(b) The 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.

12(c) If the date fixed for opening of the tender happens to be a Government holiday, the sealed tenders will be received up to 1.00 PM on the next working day and opened at 02.00 PM on the same day.

12(d) The Technical bid will be evaluated by the Tender Committee in terms of the qualification Criteria. The Tender Committee reserves the right to disqualify any of the tenders if it is not satisfied with the documents furnished.

12(e) Trivandrum Foot mat Cluster may arrange for field inspection, if necessary, to verify their pre- qualifying conditions before opening of Part II cover and in case of any failure to satisfy the requirements, their Tender will be rejected and their Part-II Cover will not be opened.

12(f) The price bid of the technically qualified Tenderers will be opened on the same day.

### 13. PRICE OFFER

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

### 14. EVALUATION OF THE PRICE

- 14(a) The Tender committee will examine the complete, properly signed and error-free nature of the Price bid (Part II).
- 14(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.

### 15. AWARD OF CONTRACT

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

### 16. SECURITY DEPOSIT

- 16(a) On receipt of the Letter of Acceptance, the successful Tenderer should remit a Security Deposit (SD) of 5% of the value of the contract, by way of Demand Draft drawn on any scheduled commercial bank in favour of "Trivandrum Foot mat Cluster ", payable at Thiruvananthapuram, within 5 (five) working days from the date of receipt of letter of acceptance. The EMD shall be adjusted with the SD.
- 16(b) Any other amount pending with Trivandrum Foot mat Cluster, will not be adjusted under any circumstances, against the Security Deposit if so requested.
- 16(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.
- 16(d) SD amount remitted will not earn any interest.

## 17. 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.

## 18. ISSUE OF WORK ORDER

After payment of the Security Deposit and successful execution of the agreement, a Work Order will be released to the tendered items. The successful tenderer should complete the **Supply of waste cotton material** within 90 days from the date of receipt of the Work Order.

## 19. SCHEDULE OF WORK COMPLETION:

- 19.(a) The specification of the **Supply of waste cotton material** should be as per Annexure-I.
- 19(b) The completion of the **Supply of waste cotton material** ordered shall be completed within 90 days from the date of issue of the work order. Delay beyond this period will attract a penalty.
- 19(c) The **Supply of waste cotton material** at Trivandrum Foot mat Cluster Common Facilities Centre building should be completed as per the details provided and in accordance with the acceptable norms of competent authorities.
- 19(d) If the contract is not completed within the stipulated time or extended time, Trivandrum Foot mat Cluster 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.
- 19(e) In the event of non- performance of the contractual provisions or failure to effect the completion within the stipulated time or during the extended period and if it is found that the Contractor, has not fulfilled the contractual obligation with Trivandrum Foot mat Cluster in any manner during the currency of the contract or also found on later date, Trivandrum Foot mat Cluster reserves the right to disqualify such contractor / KVIC to participate in future tenders or black list the firm up to a maximum period of 5years.

## 20. PERFORMANCETEST

20(a) The successful tenderer shall complete the work in conformity with the relevant technical specifications and norms laid down and prevailing for the work. The work should match with the work order and any variations, if need be that to be intimated in writing and the acceptance to be received in writing.

20(b) The work should be done as stipulated by the Trivandrum Foot mat Cluster and it should be reported to them every 15 days.

## 21. PAYMENT CONDITIONS

(a) 20% of the contract value will be paid on the issue of the work order. The Tenderer should produce a 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 Trivandrum Foot mat Cluster

(b) 75% of the contract value will be paid on receipt of the complete Installation as per the order in full in good condition, after acceptance by the tender committee.

(c) The balance 5% and SD will be paid only after satisfactory completion of the entire contract, including performance test and submission of bank guarantee equivalent to 10% of the total value of contract valid for 1 year towards performance guarantee.

(d) Bharat Trivandrum Foot mat Cluster also reserves the right to recover any dues from the tenderer, which is found on a later date, during audit/excess payment, after final settlement is made to them. The successful tenderer is liable to pay such dues to the Trivandrum Foot mat Cluster immediately on demand, without raising any dispute/protest.

## 22. PENALTY

(a) Failure to execute the entire contract within 90 days from the date of issue of work order will attract a penalty of 1% per week, on the full value of the contract upto a maximum of 5%. Delays beyond that period will be viewed as violation of the contract terms and will be dealt accordingly.

(b) Trivandrum Foot mat Cluster reserves the right to inspect the site at any point of time during the contract period to ensure the progress and quality of work carried out. During the inspection, if any discrepancies found in the quality of work / material used, the IA, with the approval of the tender committee, reserves the right to order for any rework(s) / replace any item(s) of material, as the case may be, in order to ensure the quality of work / progress as per the contract terms.

(c) All the materials used for construction shall be first use, new, high quality, ISI Std material. Old or Used materials will not be accepted and if found, the decision of the Committee, either for rework / replace / deduction in payment shall be binding on the contractor.

- (d) Any delay on the part of Trivandrum Foot mat Cluster should be intimated and sorted out immediately without affecting the progress of works.

## 23. TERMINATION OF THE CONTRACT

Trivandrum Foot mat Cluster reserves the right to terminate the contract at any time during the validity period, on account of non-fulfillment of the contract, on any count.

## 24. GENERAL CONDITIONS

- (a) Conditional Tender in any form will not be accepted.
- (b) Any notice regarding any problems to the contractor shall be deemed to be sufficiently served, if given in writing at his usual or last known place of business.
- (c) The Tender Committee reserves the right to reject any or all the tenders without assigning any reason thereof.
- (d) The Tender Committee reserves the right to relax or waive or amend any of the tender conditions.
- (e) If the performance of the tenderer is not as per the schedule, then the tender committee reserves the right to cancel / reallocate full or part of the contract, at any stage of the contract execution.

## 25. ARBITRATION

- (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 Trivandrum Foot mat Cluster / 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, KVIC for nominating an Arbitrator, the Arbitration proceedings being governed by the Arbitration and Conciliation (Amendment) Act 2015.
- (b) The venue of the Arbitration shall be at the Regional Office, KVIC, Trivandrum. The decision of the Arbitrator shall be final and binding on both the parties to the Arbitration.
- (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 Thrissur only.

## 26. JURISDICTION OF THE COURT

Any dispute arising out of non-fulfilment of any of the terms and conditions of this Tender/Agreement or any other dispute arising out of the arbitration award will be

subject to the jurisdiction of the Courts in Trivandrum only.

We agree to the above terms and conditions.

SIGNATURE OF

THE TENDERER

DATE: NAME IN

BLOCK

LETTERS:

DESIGNATION:

ADDRESS:

## TECHNICAL SPECIFICATIONS

**[The Supply of waste cotton material]**

The contractors are required to participate in the pre-bid meeting and get clarity of the products and its process.

SI No.	Specifications	Waste cotton material		Quantity
		Ordinary	Color	
1	Floor mat / Foot mat weaving material			1 MT
2	Yarn			1 MT
	Delivery Period	Within 30 days once the order is executed		
	Compliance procedure for quality material			
	Any additional information			
	Signature Of Authorized Person			
	Name & Address Of The Tender			
	Name of The Contact Person			
	Contact No.			
	E-mail Id			

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

COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

The tenders should specify the details of **Supply of waste cotton material** at Vamanapuram. The Compliance report should be enclosed along with technical bids. Specifications should be written clearly in the column “OFFERED SPECIFICATIONS” in the table. Offers without clear specifications on the said column will be treated as non-responsive and rejected.

Compliance to Annexure 1(i)

From,

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

To,

The General Secretary,  
Trivandrum Foot mat Cluster,  
Brahmin's colony,  
Kowdiar PO,  
Thiruvananthapuram,  
Pin:695003

Sir

,

Sub: Tender for the **Supply of waste cotton material & Yarn Material** at  
Trivandrum Foot mat Cluster Vamanapuram-Thiruvananthapuram–  
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 of waste cotton material and Yarn Material** at Thiruvananthapuram Foot mat Cluster,Vamanapuram-Thiruvananthapuram.

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.28,200/- (Twenty eight thousand two hundred only), towards EMD (DD No.\_\_\_\_\_Dated\_\_\_\_\_drawn on\_\_\_\_\_Bank in favour of "Trivandrum Foot mat Cluster", payable at Thiruvananthapuram.
- 3) Letter of Authorization for authorized signatory from the tenderer organization.
- 4) Details of the Tenderer (Annexure-III)
- 5) Average annual turnover of the legal entity in the 3 preceding financial years duly certified by a Chartered Accountant (as per Annexure- IV).

- 6) List of customers to whom Contractor completed similar work (Annexure-V)
- 7) Declaration for not having black listed by any Govt. agencies (as per Annexure-VI).
- 8) Declaration for not having tampered with the Tender documents downloaded from the Internet(Annexure-VII).
- 9) The copy of certificate of incorporation/registration
- 10) Copy of Memorandum and Articles of Association
- 11) Copy of Registered Partnership deed, in case of Partnership Firm
- 12) Copy of Udyog Aadhaar/ Udyam/ GST registration
- 13) Purchase Order issued by the clients.
- 14) The Annual Report / certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 financial years i.e. 2017-18, 2018-19 and 2019-20 should be closed.
- 15) Copy of PAN allotment Certificate/ PAN CARD issued by Income Tax Department
- 16) Latest IT return.
- 17) Notarized translated English version of the documents in a language other than English, if any.

Yours faithfully,

**SIGNATURE OF THE TENDERER**  
(with seal and address)

Encl: As stated above

## DETAILS OF THE TENDERER

1. Name of the Tenderer	
2. Registered Office Address	Telephone Number: Fax : Email : Website, if any
3. Contact Person	Name: Designation: Phone: Mobile: Email:
4. Date of Incorporation	
5. Legal Status	Proprietorship/Partnership/Pvt. Limited/Public Limited/ others(Pl. mention)
6. Brief profile of the tenderer	
7. Address of Service Centres in Trivandrum	
8. Number of staff on regular payroll	Technical: Administration:
9. Registration Number as a firm under GST	
10. PAN Number	
11. Service Tax Registration Number, If any	

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	2017-2018	
2	2018-2019	
3	2019-2020	
	Total	
Average annual turnover Lakh		

Note: Average Turnover of any three consecutive financial years will be considered i.e. FY 2017-18, 2018-19 and 2019-20

DATE :

SIGNATURE OF THE TENDERER

SIGNATURE OF CHARTERED ACCOUNTANT  
(with seal and Address)

ANNEXURE – V

List of clients to whom the contractor has provided similar service  
*(Please provide the details for each project in a separate sheet along with a 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

ANNEXURE – VI

Date: \_\_\_\_\_

Certified that M/s \_\_\_\_\_ / the firm /company or its partners /share holders had not been blacklisted by any Government Agencies.

SIGNATURE OF THE TENDERER  
(with seal and address)

Date: \_\_\_\_\_

DECLARATION FORM

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 of waste cotton material** at  
Thiruvananthapuram Foot mat Cluster Vamanapuram-Thiruvananthapuram will complete the  
contract as per the tender conditions.

b) I/We have downloaded the tender document from the internet site  
[www.bharatsevaksamaj.org](http://www.bharatsevaksamaj.org) or [www.kvic.org.in](http://www.kvic.org.in). 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 Trivandrum  
Foot mat Cluster s /KVIC or prosecuted.

SIGNATURE OF THE TENDERER  
(with seal and address)

PART-II

ANNEXURE – VIII

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

To,

The General secretary,  
Trivandrum Foot mat  
Cluster  
Bramin's colony,  
Kowdiar PO,  
Thiruvananthapuram,  
Pin:695003

Sir,

Sub: Tender for The **Supply of waste cotton material** at Thiruvananthapuram Foot mat Cluster Vamanapuram-Thiruvananthapuram

Ref:- Our tender (Technical Bid) submitted today for "**Supply of waste cotton material** at Thiruvananthapuram Foot mat Cluster Vamanapuram-Thiruvananthapuram"

In continuation of our above tender, we submit herewith the price offer for "**The Supply of waste cotton material** at Thiruvananthapuram Foot mat Cluster Vamanapuram-Thiruvananthapuram r" in this tender document. We agree to abide by the terms and conditions stipulated by the Trivandrum Foot mat Cluster and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by Trivandrum Foot mat Cluster in this tender will hold good as per Trivandrum Foot mat Cluster tender conditions.

Yours faithfully,

SIGNATURE OF THE TENDERER

## PRICE BID

Sl. No	Description	Basic price		SGST	CGST	IGST	Cost (Per Metric Ton.)	Total Price (Rs.in Lakh)
		Ordinary	Color					
	<b>Supply of waste cotton material at Thiruvananthapuram Foot mat Cluster Vamanapuram-Thiruvananthapuram) given in Annexure I</b>							
1	<b>Floor mat / Foot mat weaving material</b>							
2	<b>Yarn</b>							
	<b>TOTAL</b>							

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 letterhead addressed to The General Secretary, Trivandrum Foot mat Cluster , Bramin's colony, Kowdiar PO, Thiruvananthapuram, Pin:695003 (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.18,000/- (Eighteen Thousand only), towards EMD
  1. (DD No.....\_dated.....drawn
  2. on... \_Bank in favour of Trivandrum Foot mat Cluster payable at Thiruvananthapuram).
- 4) Letter of Authorization for authorized signatory from the tenderer organization.
- 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 construction work has been executed 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 with the Tender documents downloaded from the Internet (Annexure-VII).
- 10) The copy of certificate of incorporation/registration
- 11) Copy of Memorandum and Articles of Association
- 12) Copy of Registered Partnership deed, in case of Partnership Firm
- 13) Copy of Udyog Aadhaar/ Udyam/ Excise/GST/CST registration
- 14) Purchase Order issued by the clients.
- 15) Performance certificate issued by the clients
- 16) The Annual Report / certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 financial years i.e. 2017-18, 2018-19 and 2019-20 should be closed.
- 17) Copy of PAN allotment Certificate/ PAN CARD issued by Income Tax Department
- 18) Latest I.T return.
- 19) Latest Service Tax Clearance Certificate.
- 20) Notarized translated English version of the documents in a language other than English, if any.

Documents to be enclosed in Part-II

1. A covering letter on the letterhead addressed The General Secretary, Trivandrum Foot mat Cluster ,Bramin's colony, Kowdiar PO, Thiruvananthapuram,Pin:695003 (as per Annexure-VIII)
- 2) Price Bid as per Annexure-IX of the Tender document.

Note: Tenders submitted in unsealed cover would summarily be rejected.

The General Secretary, Trivandrum Foot mat Cluster, Bramin's colony, Kowdiar PO, Thiruvananthapuram,Pin:695003