

TENDER NOTICE (SFURTI/KVIC/BSS/01 Dtd 25.09.2020)

Sealed Tenders are invited by M/s. **Bharat Sevak Samaj, Satbhavana Bhavan, Bhramins Colony, Kowdiar P.O., Trivandrum-695 525**, the Implementing Agency (IA) of Trivandrum Footmat Cluster from reputed Manufacturers only for supply, erection, installation and commissioning of the following Machinery & Equipment for the Common Facility Centre (CFC) to be set up at Vamanapuram Village, Trivandrum under the Scheme of Fund for Regeneration of Traditional Industries (SFURTI) of KVIC, Ministry of MSME, Government of India with financial assistance from Government of India.

S.NO.	DESCRIPTION	EMD
1	Supply, Erection and Commissioning of Mat Weaving Machines (32'' width 30 Nos., 18'' width 50 Nos., Horizontal Yarn Winding Machine 2 Nos.), equipment and its accessories to produce Foot mat/ Floor Mat TENDER NOTICE (SFURTI/KVIC/BSS/01 Dtd 25.09.2020)	Rs. 1,12,000
2	Construction of 3000 sq. ft RCC building at Vamanapuram village. TENDER NOTICE (SFURTI/KVIC/BSS/02 Dtd 25.09.2020)	Rs. 1,00,000

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

Tender document may be DOWNLOADED from the date of advertisement (26.09.2020 @ 11.00 AM onwards) from the websites www.bharathsevakсамaj.org or www.kvic.org.in

- Date of commencement of issue of tender : 26.09.2020 @ 11 AM
 - Pre-bid meeting : 05.10.2020 @ 11 AM
 - Last date for issue of Tender : 10.10.2020 @ 05 PM
 - Last date for submission of Tenders : 12.10.2020 @ 01 PM
 - Date of opening of sealed Tenders : 12.10.2020 @ 02 PM
- (Technical bid only)**

Secretary

Bharat Sevak Samaj

IMPORTANT NOTE

The Tender Schedules for the following items are given below

S.NO.	DESCRIPTION	EMD
1	Supply, Erection and Commissioning of Mat Weaving Machines (32'' width 30 Nos., 18'' width 50 Nos., Horizontal Yarn Winding Machine 2 Nos.), equipment and its accessories to produce Foot mat/ Floor Mat	Rs. 1,12,000
2	Construction of 3000 sq.ft RCC building at Vamanapuram village.	Rs. 1,00,000

The Tenderer may apply for single or multiple items. The Tenderer shall refer the respective tender schedule for the each of the tendered item. **Separate sealed cover for each tender item shall be submitted by the Tenderer.**

Bharath Sevak Samaj,

Satbhavana Bhavan, Brahmins Colony, P.O. Kowdiar, Trivandrum, Kerala 695003

Email: bssagrihorti@gmail.com

TENDER DOCUMENT

Tender Notice No. SFURTI/KVIC/BSS/01 Dtd.26.09.2020

TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF MAT WEAVING MACHINE & HORIZONTAL YARN WINDING MACHINES

Prepared by



**Entrepreneurship Development Institute of India
(Technical Agency for SFURTI Coir Clusters of
Kerala and Gujarat) - Thrissur – Kerala
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CONTENTS

Clause	Topic	Page No
1	Preamble	1
2	Scope of Work	1
3	Qualification Criteria	2
4	Language of the Tender	2
5	Purchase of Tender Documents	3
6	Pre Bid Meeting	3
7	Clarification on the Tender Document	3
8	Amendment of Tender Document	3
9	Authorization of the Tenderer	3
10	Submission of Tender in Two Cover System	3
11	Earnest Money Deposit	4
12	Validity	5
13	Opening and Evaluation of The Tender	5
14	Price Offer	5
15	Evaluation of the Price	6
16	Award of Contract	6
17	Security Deposit	6
18	Agreement	6
19	Issue of Purchase Order	7
20	Schedule of Supply	7
21	Performance Test	7
22	Training of Staff	8
23	Performance Guarantee	8
24	Payment Conditions	8
25	Penalty	9
26	Termination Of The Contract	9
27	General Conditions	9
28	Arbitration	9
29	Jurisdiction of the Court	10
	ANNEXURES	
I	Technical Specifications	11
I(a)	Compliance to the Technical Specifications	12
II	Part-I (Covering Letter)	13-14
III	Details of the Tenderer	15
IV	Annual Turnover Statement	16
V	List of customers to whom the tendered items are supplied in the past 3 years	17
VI	Declaration for not having blacklisted	18
VII	Declaration for not having tampered the tender document	19
VIII	Part-II (Covering Letter)	20
IX	Price Bid	21
X	Checklist Of Documents	22-23

TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF MAT WEAVING MACHINES & HORIZONTAL YARN WINDING MACHINE

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. KVIC, the Nodal Agency of traditional and village industry, has obtained approval for the development of Trivandrum Foot mat Cluster under SFURTI.

BSS Mat Producers Association, the Special Purpose Vehicle (SPV) of Trivandrum Foot mat Cluster 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, Bharath Sevak Samaj, Trivandrum, the implementing agency of Trivandrum Foot mat Cluster, invites sealed tenders from reputed manufacturers in “Two Cover System” for the supply, erection, and commissioning of MAT WEAVING MACHINES (32’’ WIDTH 30 NOS., 18’’WIDTH 50 NOS., HORIZONTAL YARN WINDING MACHINE 2 NOS.), EQUIPMENTS AND ITS ACCESSORIES TO PRODUCE FOOT MAT/ FLOOR MAT through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as 10.10.2020.

2. SCOPE OF WORK

- a) The successful tenderer should undertake supply, erection and commissioning of Mat Weaving Machines (32’’ width 30 Nos., 18’’ width 50 Nos., Horizontal Yarn Winding Machine 2 Nos.), equipment and its accessories to produce Foot mat/ Floor mat. The detailed specification of the MAT WEAVING MACHINES (32’’ WIDTH 30 NOS., 18’’WIDTH 50 NOS., HORIZONTAL YARN WINDING MACHINE 2 NOS.), EQUIPMENT AND ITS ACCESSORIES TO PRODUCE FOOT MAT/ FLOOR MAT is given in Annexure-I.
- b) The successful tenderer should complete supply, erection, commissioning within 90 days from the date of receipt of Purchase 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"> • Copy of incorporation certificate issued by the registrar of companies and • Copy of memorandum and articles of association (2) In case of Partnership firm, <ul style="list-style-type: none"> • Registered partnership deed (3) In case of Proprietorship firm <ul style="list-style-type: none"> • Copy of tax registration Certificate
b)	The tenderer should a manufacturer of MAT WEAVING MACHINES (32'' WIDTH WITH 30 NOS., 18''WIDTH 50 NOS., HORIZONTAL YARN WINDING MACHINE 2 NOS.), EQUIPMENTS AND ITS ACCESSORIES TO PRODUCE FOOT MAT/ FLOOR MAT	<ul style="list-style-type: none"> • Copy of Udyog Aadhaar/ Excise/ GST registration
c)	The tenderer should have at least three years of experience (as on 31 st Sept.2020) in the manufacturing of MAT WEAVING MACHINES TO PRODUCE FOOT MAT/ FLOOR MAT	<ul style="list-style-type: none"> • List of similar orders executed in last three years as per Annexure-V
d)	The tenderer should have reported an average annual turnover of Rs. 50.00 lakhs 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 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.bharathsevakssamaj.org or www.kvic.org.in at free of cost. The tenderer should give a declaration for not having tampered the Tender document downloaded from Internet (as per Annexure VII).

6. PRE BID MEETING

There will be a pre-bid meeting on 29.09.2020 at 11.00 A.M. in Bharath Sevak Samaj, Kowdiar, Trivandrum 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 Bharath Sevak Samaj at least two days prior to the pre-bid meeting date. The tenderers may also check www.kvic.org.in or www.bharathsevakssamaj.org for up to date information like change in date / venue etc., of pre-bid meeting as Bharath Sevak Samaj 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 must be sent in writing to “Bharath Sevak Samaj”. Bharath Sevak Samaj will upload the clarification on www.kvic.org.in or www.bharathsevakssamaj.org

8. AMENDMENT OF TENDER DOCUMENT

Bharath Sevak Samaj 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.kvic.org.in or www.bharathsevakssamaj.org and the same will be binding on all Applicants or Respondents or Tenderers, as the case maybe.

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 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. These two Parts namely Part I and Part II must be placed in a separate sealed cover superscripted as “Tender for the supply, erection, and commissioning of MAT WEAVING MACHINES (32” WIDTH 30 NOS., 18”WIDTH 50 NOS., HORIZONTAL YARN WINDING MACHINE 2 NOS.), EQUIPMENT AND ITS ACCESSORIES TO PRODUCE FOOT MAT/ FLOOR MAT and addressed to “The Secretary, Bharath Sevak Samaj, Kowdiar, Trivandrum”, 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 “Bharath Sevak Samaj, Kowdiar, Trivandrum” on or before 1.00 PM on 12.10.2020. Tenders will not be received by hand.
- 10(f) Alternatively, the tenders can be submitted through registered post or courier so as to reach the above address on or before 1.00 PM on 12.10.2020. Tenders received after the specified time will not be considered and Bharath Sevak Samaj 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. 1,12,000/- (Rupees One Lakh Twelve Thousand only) in the form of Demand Draft drawn on any Indian Nationalised / Scheduled Commercial Bank in favour of “Trivandrum Foot mat Cluster”, payable at Trivandrum. 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 Bharath Sevak Samaj 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 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.

13. OPENING AND EVALUATION OF THE TENDER

13(a) The tenders received upto 1.00 PM as per the office clock on 12.10.2020 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 02.00 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.

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 1.00 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) Bharath Sevak Samaj 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 price bid of the technically qualified Tenderers will be opened on the same day.

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, 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 Trivandrum, within 5 (five) 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 Bharath Sevak Samaj 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 tendered items. The successful tenderer should complete supply, MAT WEAVING MACHINE (32'' WIDTH 30 NOS., 18'' WIDTH 50 NOS., HORIZONTAL YARN WINDING MACHINE 2 NOS.), EQUIPMENT AND ITS ACCESSORIES TO PRODUCE FOOT MAT/ FLOOR MAT within 90 days from the date of receipt of Purchase Order.

20. SCHEDULE OF SUPPLY

- 20(a) The specification of MAT WEAVING MACHINE (32'' WIDTH 30 NOS., 18'' WIDTH 50 NOS., HORIZONTAL YARN WINDING MACHINE 2 NOS.), EQUIPMENT AND ITS ACCESSORIES TO PRODUCE FOOT MAT/ FLOOR MAT should be as per Annexure-I.
- 20(b) The delivery of MAT WEAVING MACHINES (32'' WIDTH 30 NOS., 18'' WIDTH 50 NOS., HORIZONTAL YARN WINDING MACHINE 2 NOS.), EQUIPMENT AND ITS ACCESSORIES TO PRODUCE FOOT MAT/ FLOOR MAT ordered shall be completed within 90 days from the date of issue of purchase order. Delay beyond this period will attract penalty.
- 20(c) The MAT WEAVING MACHINES (32'' WIDTH 30 NOS., 18'' WIDTH 50 NOS., HORIZONTAL YARN WINDING MACHINE 2 NOS.), EQUIPMENT AND ITS ACCESSORIES TO PRODUCE FOOT MAT/ FLOOR MAT should be delivered and installed at in various locations of Trivandrum.
- 20(d) If the contract is not completed within the stipulated time or extended time, Bharath Sevak Samaj 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 Bharath Sevak Samaj in any manner during the currency of the contract or also found on later date, Bharath Sevak Samaj reserves the right to disqualify such supplier to participate in future tenders or black list the firm up to a maximum period of 5 years.

21. PERFORMANCE TEST

- 21(a) The successful tenderer shall demonstrate the performance of the MAT WEAVING MACHINE 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 Bharath Sevak Samaj as required by the SPV, if need be.

21(c) The performance tests should be completed within 15 days from the date of installation of MAT WEAVING MACHINE EQUIPMENT AND ITS ACCESSORIES TO PRODUCE FOOT MAT/ FLOOR MAT.

22. TRAINING OF STAFF

22(a) The tenderer should provide training to Staff on the operation and maintenance of MAT WEAVING MACHINE before the commencement of performance test.

22(b) The tenderer should provide 2 hard copies and soft copies of brochures & operation manuals of MAT WEAVING MACHINE

23. PERFORMANCE GUARANTEE

23(a) The MAT WEAVING MACHINE 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 workmanship or poor performance.

23(b) During performance guarantee period of 12 months they should attend any call from Bharath Sevak Samaj 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 fulfilment of this contract by the supplier, to the satisfaction of the Bharath Sevak Samaj, 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) 20% of contract value will be paid on issue of Purchase order. 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 Bharath Sevak Samaj.

24(b) 75% 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, after acceptance by the tender committee.

24(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.

24(d) Bharath Sevak Samaj 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 Bharath Sevak Samaj immediately on demand, without raising any dispute/protest.

25. PENALTY

25(a) Failure to execute the entire contract within 90 days from the date of issue of purchase 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 result in cancellation of the orders.

25(b) Failure to attend the service complaint reported by Bharath Sevak Samaj within 24 hours will attract a penalty of Rs.5,000/- per day.

25(c) Any delay on the part of Bharath Sevak Samaj should be intimated and sorted out immediately without affecting the progress of works. This would no way Bharath Sevak Samaj from levying penalty.

26. TERMINATION OF THE CONTRACT

Bharath Sevak Samaj reserves the right to terminate the contract at any time during the validity period, on account of non-fulfillment of contract, on any count.

27. GENERALCONDITIONS

27(a) Conditional Tender in any form will not be accepted.

27(b) Any notice regarding any problems, to the supplier shall 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 Bharath Sevak Samaj / 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.

28(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.

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 Trivandrum only.

29. 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**[MAT WEAVING MACHINES, EQUIPMENT AND ITS ACCESSORIES TO PRODUCE FOOT MAT/ FLOOR MAT]****1-(i): Specification for Product/Machinery Output/Performance (Strict adherence required)**

Product/Machine Output/Performance Requirement	
Machine	Mat Weaving Machine (32'' width 30 Nos., 18'' width 50 Nos., Horizontal Yarn Winding Machine 2 Nos.), Equipment and its Accessories to produce Foot Mat/ Floor Mat
Materials to be used for production of :	
i) Weaving Machines	
ii) Horizontal Yarn Winding Machine	

COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

The tenders should specify the specifications of **Mat Weaving Machines** to be supplied. The Compliance report should be enclosed along with technical bid. Specifications of offered **Mat Weaving Machines (32'' width 30 Nos., 18'' width 50 Nos., Horizontal Yarn Winding Machine), Equipment and its Accessories to produce Foot mat/ Floor mat machine** is to be written clearly in the column "OFFERED SPECIFICATIONS" in the table given below. Offers without clear specifications on the said column will be treated as non-responsive and rejected.

Compliance to Annexure 1(i)

Product/Machine Output/Performance Requirement	
Machine	Mat Weaving Machine (32'' width 30 Nos., 18'' width 50 Nos., Horizontal Yarn Winding Machine 2 Nos.), Equipment and its Accessories to produce Foot Mat/ Floor Mat

PART-I

Date: _____

From,

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

To,
The Secretary
Bharath Sevak Samaj,
Satbhavana Bhavan,
Brahmins Colony,
P. O. Kowdiar,
Thiruvananthapuram-695003

Sir,

Sub: Tender for the supply, erection, and commissioning of Mat Weaving Machines (32'' width 30 Nos., 18'' width 50 Nos., Horizontal Yarn Winding Machine 2 Nos.), Equipments and its Accessories to produce Foot mat/ Floor – 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 Mat Weaving Machines (32'' width 30 Nos., 18'' width 50 Nos., Horizontal Yarn Winding Machine 2 Nos.), Equipment and its Accessories to produce Foot mat/ Floor mat as specified by BHARATH SEVAK SAMAJ 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.1,12,000/- (Rupees One Lakh Twelve Thousand only), towards EMD (DD No. _____ dated _____ drawn on _____ Bank in favour of "Trivandrum Foot mat Cluster", payable at Trivandrum).
- 3) Letter of Authorization for authorized signatory from the tenderer organization.
- 4) Compliance report to the technical Specifications of the Mat Weaving Machines (32'' width 30 Nos., 18'' width 50 Nos., Horizontal Yarn Winding Machine 2 Nos.), Equipment and its Accessories to produce Foot mat/ Floor mat as per Annexure-I(a).

- 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 Mat Weaving Machines, Equipment and its Accessories to produce Foot mat/ Floor mat are supplied in the past 3 years should be enclosed(Annexure-V)
 - 7) Declaration for not having black listed by any Govt. agencies (as per Annexure-VI).
 - 8) Declaration for not having tampered the Tender documents downloaded from 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) Performance certificate issued by the clients
 - 15) 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 enclosed.
 - 16) Copy of PAN allotment Certificate/ PANCARD issued by Income Tax Department
 - 17) Latest I. Treturn.
 - 18) 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 staffs 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/sfor 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 customers to whom Mat Weaving Machines, Equipment and its Accessories to produce Foot mat/ Floor mat 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 / share holders had not been blacklisted by any Government Agencies.

SIGNATURE OF THE TENDERER
(with seal and address)

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 Mat Weaving Machines (32’’ width 30 Nos., 18’’ width 50 Nos., Horizontal Yarn Winding Machine 2 Nos.), Equipment and its Accessories to produce Foot mat/ Floor mat will complete the contract as per the tender conditions.

b) I/We have downloaded the tender document from the internet site www.kvic.org.in or www.bharathsevaksamaj.org . 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 BHARATH SEVAK SAMAJ/KVIC or prosecuted.

SIGNATURE OF THE TENDERER
(with seal and address)

PART-II

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

The Secretary
Bharath Sevak Samaj,
Satbhavana Bhavan,
Brahmins Colony,
PO Kowdiar,
Thiruvanandhapuram-695003

Sir,

Sub: Tender for the supply, erection, and commissioning of Mat Weaving Machines (32'' width 30 Nos., 18'' width 50 Nos., Horizontal Yarn Winding Machine 2 Nos.), Equipment and its Accessories to produce Foot mat/ Floor Mat – Submission of **Part – II** – Price Offer-Reg

Ref:- Our tender (Technical Bid) submitted today for “Mat Weaving Machines, Horizontal Yarn Winding Machine, Equipment and its Accessories to produce Foot mat/ Floor mat”

In continuation of our above tender, we submit herewith the price offer for “supply, erection, and commissioning of Mat Weaving Machines (32'' width 30 Nos., 18'' width 50 Nos., Horizontal Yarn Winding Machine 2 Nos.), Equipment and its Accessories to produce Foot mat/ Floor Mat” as specified by BHARATH SEVAK SAMAJ in this tender document. We agree to abide by the terms and conditions stipulated by the BHARATH SEVAK SAMAJ and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by BHARATH SEVAK SAMAJ in this tender will hold good as per BHARATH SEVAK SAMAJ tender conditions.

Yours faithfully,

SIGNATURE OF THE TENDERER

PRICE BID

Sl. No	Description	Basic price	Excise Duty	GST	Any other Tax/levy	Total Cost (Per Unit)	No.of Units	Total Price (Rs.in Lakh)
1	Mat Weaving Machines (32'') width 30 Nos., Equipment and its Accessories to produce Foot mat/ Floor mat							
2	Mat Weaving Machines (18'') width 50 Nos., Equipment and its Accessories to produce Foot mat/ Floor mat							
3	Horizontal Yarn Winding Machine (2 Nos.), Equipment and its Accessories							
	TOTAL							

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 Bharath Sevak Samaj, Satbhavana Bhavan, Brahmins Colony, PO. Kowdiar, Trivandrum-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. 1,12,000/- (Rupees One Lakh Twelve Thousand only), towards EMD (DD No. _____ dated _____ drawn on _____ Bank in favour of “Trivandrum Foot mat Cluster”, payable at Trivandrum).
- 4) Letter of Authorization for authorized signatory from the tenderer organization.
- 5) Compliance report to the technical Specifications of the Mat Weaving Machines (32” width 30 Nos., 18” width 50 Nos., Horizontal Yarn Winding Machine 2 Nos.), Equipment and its Accessories to produce Foot mat/ Floor mat 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 Mat Weaving Machines 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/ Udyam/ Excise/GST/CST registration
- 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. 2017-18, 2018-19 and 2019-20 should be enclosed.
- 18) Copy of PAN allotment Certificate/ PANCARD issued by Income Tax Department
- 19) Latest I.T return.
- 20) Latest Service Tax Clearance Certificate.
- 21) 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 letter head addressed Bharath Sevak Samaj, Satbhavana Bhavan, Brahmins Colony, PO. Kowdiar, Trivandrum-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.

