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Headquarters
STF Hirak
PIN-931724
C/O 56 APO

35000/STF Hirak/2017-18/E-Procurement/28/E3

09 Nov 2017

M/s _____

INVITATION OF QUOTATIONS FOR SUPPLY OF CAT 'B' STORES (SCANTLING AND PLY BOARD) TO BE DELIVERED AT 509 SS & TC (GREF) AT BASTIA UNDER STF HIRAK IN UTTARAKHAND STATE

Dear Sir,

INVITATION OF QUOTATION

1. This Project requires stores as per appendix and accordingly invites online quotations for the purpose. ***This Quotation can be downloaded from CPP Web site:***<https://eprocure.gov.in/eprocure/app>.
2. Quotations are invited **online** on **CPP Web site:**<https://eprocure.gov.in/eprocure/app> containing T-Bid (Technical bid) and Q-Bid (Priced Bid) for the above items. **Please note that quotation will be received through online only by the Chief Engineer STF Hirak, C/O 56 APO upto 1200 Hrs on 22 NOV 2017.** 'T'- bid will be opened on **23 NOV 2017 at 1200 Hrs**. After online opening of 'T'-Bid, the results of their qualification as well Q-Bid opening will be finalized and Price Bid of qualified bidders will be opened online. The bidders will be intimated suitably online about opening of price bid.
3. Suppliers/Firms/Original manufacturers or their authorized dealers who have submitted their quotation and wish to be present at the time of opening of quotation may visit the office of **Chief Engineer STF Hirak, C/O 56 APO** at the above mentioned time. However they can view online quotation opening process at their premises.
4. Bidding procedure shall be single stage- two bid system and bid documents are prepared in two parts as under:-
Part-I (Technical Bid- T Bid)
Part-II (Price Bid - Q Bid)
5. **Part –I Technical Bid- T Bid**
 - 5.1 Part-1 (Technical Bid- T Bid) shall comprise of the following:
 - (a) The name of firm, address, its registration details and taxation etc as per format enclosed at Appx 'A'
 - (b) Tender documents duly accepted
 - (c) Documents related to registration of firm.

5.2 Eligibility Criteria for technical Evaluation: Any Supplier/Firms/Original Manufacturer or Dealers authorized by the Original Manufacturers are eligible to participate in this enquiry. Necessary documents needs to be attached to this effect. Bid from other sources will not be accepted.

5.3 Eligibility Criteria for Experience. Bidder should have successfully completed:-

5.3.1 Three similar work i.e **Supply of wooden scantling/ply board** costing not less than the amount equal to **40%** of estimated cost of work i.e **Rs. 0.50 Lakh** with Central Govt/State Govt/PSU in **last five years** (Necessary supporting documents to be enclosed).

OR

5.3.2 Two similar works i.e. **Supply of wooden scantling/ply board** costing not less than the amount equal to **50%** of estimated cost of work i.e **Rs. 0.63 Lakh** with Central Govt/State Govt/PSU in last five years (Necessary supporting documents to be enclosed).

OR

5.3.3 One similar work i.e. **Supply of wooden scantling/ply board** costing not less than the amount equal to **80%** of estimated cost of work i.e **Rs. 1.00 Lakh** with Central Govt/State Govt/PSU in last five years (Necessary supporting documents to be enclosed).

5.4 Price bid of non qualified bidders, based on evaluation of T Bid, will not be opened online on the date and time to be fixed by accepting officer. Intimation to this effect will be given to the firm.

6. Part-II Priced bid -'Q' bid)

6.1 Part-II (Price /Commercial bids-'Q' bid) shall comprise of the following:-

(i) Price Bid (to be quoted by bidder) attached as **Appx 'B'**

6.2 Q-bid evaluation

Price Bids of Technically Responsive Bidders shall be evaluated considering the following:-

(i) Price Bids shall only be furnished in attached format of Price Bid forming part of the bid documents.

(ii) Completion Period as indicated in Price Bid has been accepted.

7. No conditional offer other than conditions mentioned above will be entertained.

8. The complete expenses on preparation and submission of quotation shall be borne by the firms and it shall have no claim on this account.

Options clause/Repeat order clause:-

9. (a) **Option Clause:** The CE STF Hirak shall have the right to place separate order to the firm during the original Delivery Period of Contract, limited to 50% of the total quantity. The price of the item shall remain till one year from effective date of the supply order subject to there is no downward trend in prices of the item offered.

(b) **Repeat Order Clause** :The CE STF Hirak may order within six months from the date of successful completion of the supply against this supply order and at the same cost, terms and conditions of the supply order.

When exercising one or both of the 'Option Clause' and 'Repeat Order Clause' above, the overall ceiling of fifty percent of the original supply order quantity will not be exceeded.

10. **Force Majeure Clause** :Should any force majeure circumstances arise, each of the contracting party shall be excused for the non-fulfillment or for the delayed fulfillment of any of its contractual obligations, if the affected party within 14 days of its occurrence informs in a written form the other party.

(Force majeure shall mean fires, floods, natural disasters or other acts such as war, turmoil, strikes, sabotage, explosions and quarantine restriction beyond the control of either party.

Consignee, Delivery & Delivery Period

11. The stores are to be consigned to consignee unit **OC, 509 SS&TC (GREF), C/O 56 APO, Bastia, Distt :Champawat (UK).**

12. The stores are to be delivered **F.O.R. 509 SS&TC (GREF), C/O 56 APO (BASTIA), Distt: Champawat(UK).**

13. Firm/Supplier is required to sign an undertaking regarding consignee instructions and TIN / Sale Tax No. as mentioned herein after.

14. The responsibility for loading and unloading of stores including transit loss shall rest with the supplier.

15. Delivery of stores is required to be completed within **30 days** from the date of issue of supply order.

Acceptance of Offer

16. The Chief Engineer, HQ STF Hirak is the **Accepting Officer** for this offer and referred hereinafter as such.

17. The accepting Officer does not bind himself to accept the lowest quotation or any other quotation and reserves the right to accept or reject any of the quotation either in part or in full without assigning any reasons what so ever thereto.

Opening of Quotation

18. (a) The quotation shall be opened online date and time specified above at para 2 above, by a Board of Officers appointed by the accepting Officer.

(b) The sample should be sent whenever called for. The stores should be of good quality/specification and in good condition. If any stores are found below specification, it will be rejected and you will liable to remove it under your arrangement.

(c) If you fail to supply the entire ordered stores within the stipulated period in the supply order, the supply order will be liable for cancellation.

Rates

19. Rates shall be quoted for delivery at the location specified at clause 15 above at the responsibility of the supplier. Your rates must be quoted in prescribed format. The rates quoted by the firm shall be inclusive of packaging charges, cost of insurance, loading/unloading, transportation charges and all incidentals for delivery at consignee location. The rates quoted for various stores/items shall however be the **rates inclusive of all taxes.**

Fall Clause

20. The price charged for the stores supplied under the contract by the Seller shall in no event exceed the lowest prices at which the Seller sells the stores or offer to sell stores of identical description to any persons/Organization including the purchaser or any department of the Central government or any Department of state government or any statutory undertaking the central or state government as the case may be during the period till performance of all supply orders placed during the currency of the rate contract is completed.

Deviation in quantities

21. Quantity of item required may vary upto $\pm 25\%$ (cost wise) at any stage after placing supply order during validity period.

Taxes

22. **All the applicable taxes shall be included with rate in BOQ. No other taxes will be paid extra.**

23. Pamphlets / leaflets / sketches / samples of the product for which rates are being quoted showing specifications thereof shall be enclosed with the quotation. This will however not be returnable.

Validity of Rates

24. Your offer/rates shall remain valid for the period of **90 days** from the date of submission of your quotation.

Price Adjustment

25. No adjustment in the rates after the date of opening of the quotation on account of any increase/decrease in the cost of input or on account of any statutory increase in any taxes or duty is admissible.

Manufacturer Certificate

26. Manufacturer certificate shall be enclosed along with product catalogue and company price list, Discount, if any offered thereon shall be specified clearly.

Specification of materials

27. (a) **All the materials to be supplied by the firm shall be brand new and in conformity with relevant IS Code.**

(b) **Firm should also indicate the brand of items being supplied and also furnish latest price list with GST rate.**

Warranty

28. (i) The stores shall be accepted under firm's/manufacturers warranty and guarantee. The supplier shall ensure that stores supplied are as per specified in the Schedule 'A'. However, stores will be inspected by Board of Officers or any rep/officer authorized by the HQ STF Hirak for visual defects, if any and for quality and quantity checks as per the work order and papers related to warranty and guarantee.
- (ii) On receipt of defect report from the user or pre-mature failure of the items joint investigation will be carried out by the representative of this department and the firm, either at the site or at a place of department choice. In case, the defect is attributed to defective material, design, faculty workmanship, the firm shall provide pro-rate compensation/replacement. The defective stores shall be returned to the supplier only on receipt of replacement supplies on freight paid basis. In case of any dispute, the decision of the accepting officer shall be final and binding on all concerned. For batteries, the firm shall provide pro-rata compensation/ replacement.

Approval of sample

29. On placing of the supply order firm is required to get the sample of items being supplied approved before the delivery of complete consignment.

Inspection

30. The inspecting authority will be a Board of Officers convened by consignee unit and inspection will be done at consignees/delivery location.
31. The accepting officer however reserves the right to subject the stores to a second inspection by an authority nominated by him or to inspect the stores himself within four months from the date of acceptance. Cost of the same will be borne by the firm.

Security of store during transit :

32. The manufacturer will be responsible for safe transit of stores from their factory to consignee's destination and shall take all necessary steps as per the prevailing situation en-route.

Payment Conditions

33. On completion of 100% supply of stores, pre-receipted bill in triplicate duly ink signed alongwith original copy of SO be sent to the consignee for releasing of payment. Payment will be made through NEFT/RTGS only by **HQ STF Hirak, C/O 56 APO.**

Liquidated Damages Clause

34. In case your firm fails to supply the stores within the time specified in the supply order or any extension thereof, you shall be liable to pay liquidated damages (LD) at the rate of a sum equivalent to **0.5% per week** or part thereof for undelivered portion of supply subject to **maximum 05%** of the order value of undelivered goods of supply order.

TAX Clearance Certificate

35. The Supplier should submit TAX clearance certificate at the time of payment of their respective bill.

Delivery conditions

36. (i) All the stores shall be delivered within the period as specified therein.
- (ii) The date on which the stores are finally accepted by the consignee after inspection and examination of adequacy thereof will be treated as date of delivery.

Contact Address

37. For any further information/clarification on the subject the following Officer may be contacted during the office hours (i.e 0830 to 1300Hrs except Sundays/Holidays):-

SO-1 (Res)
HQ STF Hirak
05943-265873, 265874 (Exchange)
Fax No. 05943 – 265875

(RS Yadav)
EE (Civ)
SO-1 (Res)
For Chief Engineer

Appx 'A' (Refer clause No. -5)		
PARTICULARS OF FIRM		
SL NO.	ITEMS	DETAILS
01.	Name of firms	
02.	Legal Status of the firm	Individual company (Incorporated un- incorporated)/Partnership firm/public limited
03.	Address	
04.	Contact Telephone, Mobile, Fax No.	
05.	TIN No. (Enclose Photocopy)	
06.	PAN No. (Enclose Copy)	
07.	Registration details (Optional):	
	(a) Registration/Enlistment No	
	(b) Validity date of registration	
	(c) Authority with whom registration and their address.	
	(d) Letter ref under which registration / enlistment (Enclose copy)	
Date:		(Signature of authorized rep of firm with seal)

(Signature of supplier)

SO-1 (Res)
For Accepting Officer