

SECTION- I
NOTICE INVITING TENDER

KANGMONG AGRO CLUSTER
C/o Seva Manipur, North Babupara, Near Council of Higher Secondary Education School
State Guest House Road, West Imphal, PIN-795001

Dated: 21st June, 2022

Indian Institute of Entrepreneurship (IIE)

An ISO 9001:2015 Certified Organization
Lalmati, N.H. Bypass No.37, Guwahati-
781029, Assam

KANGMONG AGRO CLUSTER

Kangmong, Imphal West, Manipur -
795001

Inviting sealed quotations from authorized firms/suppliers for Supply, Delivery, Assembly, Installation, Operationalization, commissioning and training on maintenance thereof various agro-processing based machineries and equipment for Kangmong Agro Cluster, Imphal West, Manipur on Lump sum turnkey (LSTK) basis.

A. SEVA MANIPUR is the Implementing agency for the Kangmong Agro Cluster, Imphal West, Manipur under the aegis of IIE as Nodal agency and Margdarshak Development Projects & Consulting Pvt. Ltd (MDPC) as the technical agency for the SFURTI Project under Ministry of MSME. SEVA MANIPUR invites sealed quotations affixing court fee stamps of Rs.8.25 from authorized vendor/firms/suppliers for supply, Delivery, Assembly and Installation & Operationalization, Commissioning and training on maintenance on Lump sum turnkey (LSTK) basis including provision of necessary electrical work, control panel system, starter, switches, power, boards, sockets, electrical accessories, transformer as per requirement etc. and minor civil works for setting up and installation of various machineries and equipment at Kangmong Agro Cluster, Imphal West, Manipur . Interested vendors may bid for the items under the GROUP A for which both TECHNICAL BID and FINANCIAL BID needs to be submitted.



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Tender No.	NO.6/SFURTI SCHEME/MACHINERY TENDER/KAG/2021-22
Estimated Project cost (in Rs.)	1. Group - Rs. 28.8 lakhs
Earnest Money Deposit	EMD of Rs. 57,600 (2% of the estimated cost for general/ OBC) and EMD Rs. 28,800 (1% of the estimated cost for SC/ST/OBC/MOEBC/UGE, Unemployed Graduate Engineer/UDE, Unemployed Diploma Engineer) should be submitted. Amount to be calculated based on the Group/s to be bid for
Cost of Tender Document	Rs.500/- (non-refundable) to be submitted at the time of submitting the tender through Demand Draft of Rs. 500.00, of "Kangmong Agro Cluster" Payable at Guwahati. The same should be issued from a Scheduled Commercial Bank.
Mode of Payment	Payment during the period of execution of work order will be in the form of NEFT / RTGS / IMPS / Cheque issued from nationalized bank.
Completion Time	45 days from the Work Order
Address for Submission of Tender	C/o Seva Manipur, North Babupara, Near Council of Higher Secondary Education School, State Guest House Road, West Imphal, PIN-795001 OR C/o The Director, Indian Institute of Entrepreneurship, Basistha Chariall, N.H-37 Bypass, Near Game Village, Lalmati, Guwahati : 781029, Assam
Period of Downloading, Submission and Opening of Tender Box	Date of uploading of NIT & other Documents- 27-06-2022 Last date of submission of Tender by Speed Post/Registered Post/ Courier- 17-07-2022 Date and Venue of BID opening- 19-07-2022 and 21-07-2022, Kangmong

Signature

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KEY DATES

Sl.	PARTICULARS	DATE	TIME	MODE/VENUE
A	Date of Publishing tender	27.06.2022	-----	Physical in Regional Newspaper
B	Date of uploading of NIT & other Documents	27.06.2022	5:00 PM	Online in website http://iie.gov.in/www.sevagroups.org
C	Date, Time and Venue of Pre-Bid Meeting	05.07.2022	11:00 AM	C/o SEVA Manipur, Kangmong, Manipur Also, Online Link for those who cannot be physically present. can join the meeting on Google Meet, click this link: meet.google.com/fwa-xvvi-wxe
D	Bid submission starting date	27.06.2022	-----	C/o SEVA Manipur, Kangmong, Manipur/ IIE
E	Last date of physical submission of Tender	17.07.2022	5:00 PM	C/o SEVA Manipur, Kangmong, Manipur/ IIE
F	Last date of submission of Tender by Speed Post/Registered Post/ Courier	17.07.2022	5:00 PM	C/o SEVA Manipur, Kangmong, Manipur/ IIE
G	Date and Venue of TECHNICAL BID opening	19.07.2022	03:00 PM	C/o SEVA Manipur, Kangmong, Manipur
H	Date and Venue of FINANCIAL BID opening	21.07.2022	03:00 PM	C/o SEVA Manipur, Kangmong, Manipur

1. If a holiday falls on any of the schedule date then schedule date shall be considered on next working day.
2. The tender inviting agency will not be responsible for any postal delays. The bidders must self-ensure that the bid documents should reach the mentioned date on or before the last date of submission of tender

Address for Submission of Bid:

SEVA MANIPUR, (Address: The Secretary, c/o Seva Manipur, North Babupara, Near Council of Higher Secondary Education School, State Guest House Road, West Imphal, PIN-795001)

OR

C/o The Director, Indian Institute of Entrepreneurship, Basistha Chariali, N.H-37 Bypass, Near Game Village, Lalmati, Guwahati : 781029, Assam



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B. General Details and Conditions

1. **Description:** Supply, Delivery, Assembling and Installation & Operationalization, Commissioning and training on maintenance on Lump sum turnkey (LSTK) basis including provision of necessary electrical, control panel system, starter, switches, power, boards, sockets, electrical accessories, transformer as per requirement etc. and minor civil works for setting up and installation of machinery at the CFC of various agro-processing equipment/ machinery.
2. **Location:** As specified in scope of work.
3. **Period of delivery and installation:** 45 working days from the day receipt of work order.
4. Price quoted will be inclusive of freight/transportation, taxes, charges, duty, transit insurance including all seen and unseen expenses required for installation and operationalization of machinery.
5. Tender document may be downloaded from the website <http://ie.gov.in/> and www.sevagroups.org
6. All documents relating to the tender shall be in English language only.
7. Any addendum/amendments issued by the Tender Inviting Officer shall be part of the Tender Document and it shall either be communicated in writing to all the purchasers of the Tender documents Notified in the Website in which NIT was published.
8. Bidders are requested to visit the website <https://ie.gov.in/> and www.sevagroups.org regularly, any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.
9. Interested parties may submit their sealed quotation at The Secretary, c/o Seva Manipur, North Babupara, Near Council of Higher Secondary Education School , State Guest House Road, West Imphal, PIN-795001 or Indian Institute of Entrepreneurship, Basistha Chariali, N.H-37 Bypass, Near Game Village, Lalmati, Guwahati : 781029, Assam within 21 days from the date of publication of the advertisement. **Rs.500/-(non-refundable) for bids to be submitted at the time of submitting the tender through Demand Draft of Rs. 500.00, of "Kangmong Agro Cluster" Payable at Guwahati. The same should be issued from a Scheduled Commercial Bank.**
10. The bidder shall bear all costs associated with the preparation and submission of his/her/their Tender and the tender inviting authority/working committee/competent authority will in no case be responsible and liable for those costs.
11. The Bidders should not be blacklisted by any State/Central government or Private Organization, the bidder should be free from any past litigation, pending court case or criminal proceedings, an undertaking in this regard has to be submitted, failure to submit the undertaking shall cancel the bid.
12. **Black listed bidders** or bidders who have withdrawn previously are not allowed to participate in the tender.



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13. The successful bidders have to complete the works within the specified period of time.
14. Record of poor progress such as abandoning the work, not properly completing the contract, inordinate delays in completion, litigation history or financial failures etc. and/or even while execution of the work, if found that the work was awarded to the Contractor based on false/fake certificates of experience, the Contractor will be blacklisted and work will be taken over invoking relevant standard rules of GOI.
15. Even though the Bidders meet the above qualifying criteria, they are liable to be disqualified/ debarred/suspended/blacklisted if they have Furnished false/fabricated particulars in the forms, statements and annexure submitted in proof of the qualification requirements and/or Not turned up for entering into agreement, when called upon.
16. Bidders must provide **GST REGISTRATION CERTIFICATE** else bids will be automatically rejected.
17. Price quoted should be inclusive of GST, other taxes and cess and any other seen and unseen costs without any scope for cost escalation under any circumstances.
18. There is no scope for escalation of cost in the tender process till the final delivery, installation, operationalization and commissioning of machinery is complete.
19. Conditional or incomplete tenders/bids will be summarily rejected.
20. The bidders, who are desirous of participating in the Tender, shall duly sign and seal on all the statements, documents, certificates, undertaking, tender document purchased by him, owning responsibility for their correctness/authenticity.
21. The successful Bidder will have to furnish the original hard copies of all the documents, certificates, statements by them before entering into the supply agreement.
22. The interested bidders should have prior authorization from the original equipment manufacturer to participate in the bid including stating the statement of the delivery time schedule of the equipment by the original equipment manufacturer. The prior authorization from the OEM shall be made available for each of the machinery items. If the prior authorization is absent against any of the major machinery items, the concerned bid will be summarily rejected at the stage of technical bid opening.
23. The other terms and Conditions applicable to this tender have been incorporated in the tender document.



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SECTION II
INVITATION OF BID, INSTRUCTION TO BIDDERS

1. **Description** : Supply, Delivery, Assembling and Installation & Operationalization Commissioning on turnkey basis including provision of necessary electrical, control panel system, starter, switches, power, boards, sockets, electrical accessories, transformer as per requirement etc. and minor civil works for setting up and installation of machinery at the CFC of various agro-processing equipment/ machinery. **Details available with tender documents.**

2. **EARNEST MONEY DEPOSIT/ BID SECURITY**
 - a. Earnest Money Deposit / Bid Security (Point a) - **EMD of Rs.56,800 (2% of the estimated cost for general) and EMD Rs.28,800 (1% of the estimated cost for SC/ST/OBC/MOEB/UGE (Unemployed Graduate Engineer/UDE (Unemployed Diploma Engineer) should be submitted.**
 - b. The bidder should deposit the requisite earnest money, in the form of 'Bank Draft'/Pay Order in favor of "Kangmong Agro Cluster", Payable at Guwahati, Assam
 - c. The EMD should be should be submitted in Technical Documents (PART A)
 - d. The EMD should be valid for 7(seven) calendar months with an additional claim period up to 3(three) months from the date of submission of bid. Tenderer shall not claim any interest on Earnest Money Deposit.
 - e. Earnest money will be refunded to the unsuccessful Tenderers after finalization of the tender.
 - f. Bids submitted without EMD will be summarily rejected.
 - g. Micro and Small Enterprises (MSEs) registered with District Industries Centers or Khadi and Village Industries Commissioner Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of Micro, Small and Medium Enterprises (MSMEs) would be entitled for exemption from furnishing EMD. The interested bidder seeking exemption has to submit a certificate (in technical bid) issued by the appropriate authority.

3. **TECHNICAL ELIGIBILITY CRITERIA OF THE BIDDER:**
 - a. The bidder must have successfully completed similar nature of works during last three years in supply, delivery and installation of plant and machinery.
 - b. Three similar completed works in supply, delivery and installation of plant and machinery in Agro/Food Processing machineries.
 - c. Must have at least 3 years of experience of supplying such items.
 - d. **The Minimum Average Annual Turnover of the bidder from similar business should be as fewer than 40% of Estimated Cost.**



- e. The bidder must not be black listed by any agency from supplying of such items in the last five years.
 - f. The interested bidder must have experience of providing post sales services in similar sector.
 - g. The bidder must have prior agreement with original equipment manufacturer (OEM) regarding provisions of post sales services and warranty support.
 - h. In case of **start-up entity** proper registration from the concerned authority, DIPP registration, Government of India is required as per Startup Policy. Minimum 2 Year experience in similar completed works is mandatory. Minimum 2 Years completed work proven by client satisfactory report should be submitted with bid document (In Technical Bid)
 - i. The bidder must have authorized technical staffs/offices in the State of Manipur to provide post supply & installation/post sales services and support.
 - j. The bidder should submit an **undertaking with seal and sign mentioning the sole contact of the Nodal Officer, with Contact number, Email address, Postal address for all communication regarding the tender. [Annexure IV]**
 - k. The bidder must provide at least 3 Years of free maintenance support. **The bidder must provide an undertaking in letter head, with seal and sign in this regard. The same should be enclosed in the technical bid.**
 - l. The bidder should submit an **undertaking with seal and sign that no FIR is pending against the bidder. The same should be enclosed in the technical bid.**
4. **OTHER STATUTORY REQUIREMENTS: The Bidder shall furnish the following documents**
- a. EPF registration
 - b. ESIC registration
 - c. Professional Tax
 - d. Audited Balance Sheet of Last 3 Financial years (2018-19, 2019-20, 2020-21)
 - e. Income Tax Return (ITR) for last three Financial years
 - f. PAN Card
 - g. OEM Authorization
 - h. GST registration No., GSTIN, HSN Code & SAC Code
 - i. Performance as prime contractor/Supplier for execution of similar nature of work for last five years and details of work order, work completion certificate by client.
 - j. Audited Report Certified by CA for last year with valid UDIN.
5. Any bidder against whom FIR/Complaint is lodged with Police shall not be eligible to participate in the bidding process. Bidders blacklisted by any competent authority will not be considered and their bid will be summarily rejected if found blacklisted at any point of time during the selection process or execution.



6. Estimate of cost of supply of machinery: The tender should be submitted in accordance with the instructions and conditions and any tender not conforming thereto is liable to be rejected. The instruction shall form the part of the tender and contact. The tender shall be complete with all documents. The tender received without tender fee shall be rejected outright.

7. Conditional or incomplete tenders/bids will be summarily rejected.

8. SUBMISSION OF TENDER IN TWO COVER SYSTEM:

Tenderers are requested to submit the bid in two parts **Part-I and Part-II** in a separate sealed cover.

The BIDDERS are requested to give detailed tender in two Bids i.e.

Part - I : TECHNICAL BID.

Part - II : FINANCIAL BID.

- a. Part-I cover to be superscripted as "Part I - Technical Bid" and Part II cover to be superscripted as "Part II - Price Bid for Group of machinery"
- b. Both the Bids i.e. Technical Bid and Financial Bid should be sealed in the Parent/Main Envelope superscripted as **Submission of Technical Bid and Financial Bid for supply, Delivery, Assembly and Installation, Operationalization and Commissioning on Lump sum turnkey (LSTK) of various machineries and equipment at Kangmong Agro Cluster, Imphal West, Manipur.**

The duly signed and stamped tender shall be submitted at the address in a sealed envelope.

The Secretary, c/o Seva Manipur, North Babupara, Near Council of Higher Secondary Education School, State Guest House Road, West Imphal, PIN-795001

OR

C/o The Director, Indian Institute of Entrepreneurship, Basistha Chariali, N.H-37 Bypass, Near Game Village, Lalmati, Guwahati : 781029, Assam

Including the following-

- The forwarding letter of the tender.
- Tender bid Proforma (with seal and signature of the bidder)
- List as per Checklist (enclosed at Annexure I).



9. ONE TENDER PER BIDDER

- a. Each bidder shall submit only one bid. A bidder who submits more than one tender will be summarily rejected.
- b. Each bidder shall submit technical and financial bid in separately sealed envelopes.

10. All documents relating to the tender shall be in English language only.

11. Bidders must provide **GST REGISTRATION CERTIFICATE** else bids will be automatically rejected.

12. Price quoted should be inclusive of GST, other taxes and cess and any other seen and unseen costs without any scope for cost escalation under any circumstances.

13. The bidders, who are desirous of participating in the Tender, shall duly sign and seal on all the statements, documents, certificates, undertaking, tender document purchased by him,


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owning responsibility for their correctness/authenticity.

14. The successful Bidder will have to furnish the original hard copies of all the documents, certificates, statements by them before entering into the supply agreement.
15. Process to be confidential: Information relating to the examination, clarification, evaluation and comparison of tenders and recommendations for the award of a contract shall not be disclosed to Bidders or any other persons not officially concerned with such process until the award to the successful Bidder has been announced by the tender accepting authority. Any effort by a Bidder to influence the processing of tenders or award decisions may result in the rejection of his tender.
16. Corrupt or fraudulent practices: Under the SFURTI scheme requires that the bidders / suppliers / contractors observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, define for the purposes of the provision, the terms set forth below as follows: "corrupt practices" means the offering, giving, receiving or soliciting of anything of value to influence the action of a Government official in procurement process or in contract execution; and "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Government and includes collusive practice among Bidders (prior to or after Tender submission) designed to establish in Tender prices at artificial non-competitive levels and to deprive the Government of the benefits of free and open competition will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.
17. Supplier's Risks: All risks of loss of or damage to physical property and of personnel injury and death, which arise during and in consequence of the performance of the Contract, are the sole responsibility of the Supplier.
18. Identifying defect: The representative of Implementing Agency (SEVA MANIPUR)/Technical Agency (Margdarshak Development Projects & Consulting Pvt. Ltd.) / Nodal Agency (Indian Institute of Entrepreneurship) will have the right to check the Suppliers work during the process of supply, delivery, installation, commissioning and operationalization to identify any defects/deviations on the technical specification and quality of the various machinery and equipment to identify and notify the supplier of any defects that are found. Such checking shall not affect the Supplier's responsibilities. The Competent Authority will instruct the supplier to verify the defect and test the machinery/equipment through an independent technical expert until such defects are nullified to ensure smooth functioning of the Plant and Machinery.
19. All such notifications will be sent to the official email id only that has been provided by the interested bidder in the undertaking as a part of technical bid.
20. There is no scope for escalation of cost in the tender process till the final delivery, installation, operationalization and commissioning of machinery is complete.
21. The Competent Authority reserves the right to reject all or any tender wholly or partly without assigning any reason whatsoever.
22. **VALIDITY OF BIDS:** Bids shall remain valid for 90 Days (Ninety Days) from the next day of the tender's opening.

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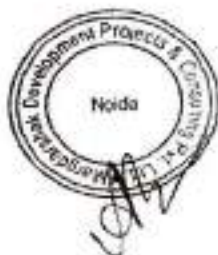
23. SCOPE OF WORK

- I. Type of Work:** Supply, delivery, assembly, installation, operationalization, Commissioning, training on maintenance of the following machines and equipment at Kangmong Agro Cluster, Imphal West, Manipur.

Sl	Description of work	Estimat ed Cost (in Rs. lakhs)
1.	Supply, Delivery, Assembly, Installation & Operationalization, Commissioning & training on maintenance on turnkey basis including provision of necessary electrical works, control panel system, starter, switches, power, boards, sockets, electrical accessories, transformer as per requirement etc. and minor civil works for setting up and installation of machinery at the CFC in Kangmong, Imphal West of various agro-processing equipment/ machinery.	28.80

II. (a) List of Machineries and equipment.

Sl.	Type of machine	Specification	No. of Unit
1	Paddy Soaking tank	Metallic Body CI, Capacity- 2000 kg	1
2	Paddy pre-cleaner and grader	Metallic Body with rust proof frame, Motor- 100 S frame with 100% copper winding, upto 2 hp, single phase; Machine capacity- 250 kg/hour	1
3	Paddy Roaster	Metallic Body with rust proof frame; Fuel- Suitable for fuel wood & LPG; Motor- B48/100S, Frame with 100% copper winding, upto 1 hp, single phase	1
4	Mini Rice Mill with huller, Polisher, elevator chains with buckets , all connecting accessories from paddy to polished rice	Huller: Metallic body with MS/SS food grade, Machine Capacity- min. 250 kg/hour; Motor- upto 7.5 hp, 3 phase Polisher: Metallic body with MS/SS food grade, Motor- upto 7.5 hp , 3 phase; Capacity - min. 250 kg/hr; Size- 18 inch	1
5	Flattened Rice making machine	Motor- 100S Frame with 100% copper winding, up-to 3 HP, Single phase. Capacity-100 kg/hr. Driver: Motor & Pulley Roll material: MS & SS Food grade. Type: Semi-Automatic	1



Sl.	Type of machine	Specification	No. of Unit
6	Flattened rice/ Black Rice packing machine	Automation Grade: Automatic. Material: MS & SS Food grade. Motor- 100S Frame with 100% copper winding, up-to 2 HP, Single phase. Capacity: Minimum 300 pouch/ hr. Pouch Capacity: 500 gm	1
7	Elevator Chain cum Stainless Steel Buckets for rice flakes packing	Minimum 5 buckets Elevation- 15 ft Stainless steel Required prime mover with Motor	1
8	Shrink Wrapping machine	Automation Grade: Semi-automatic Power: 2 HP, Single phase Seal Dimension: 300 X 400 mm Pack Dimension: 250X400X150 mm	1
9	Pouch coding/stamping machine	Min speed- 70 pc/min Printing area- Five-line max with 12 words per line max.	1
10	Gunny bag filling machine	No. of Stitches/ inch: Min. 3.5 stitches/inch Thickness: Max. stitching material thickness-10 mm Power: 5 KW Capacity: 30 Bags/hour Automation Grade: Semi-Automatic	1

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SECTION III
PACKING, TRANSPORTATION, TERMS AND CONDITIONS, PENALTY

1. PACKING, TRANSPORTATION AND INSTALLATION OF THE MACHINES:

The successful bidder shall be responsible for packing, transportation; installation and trial run of the machineries and equipment on turnkey basis including provision of necessary electrical work, control panel system, starter, switches, power, boards, sockets, electrical accessories, transformer as per requirement etc. and minor civil works for setting up and installation of machinery at the CFC as per the following:

- a. The agency has to pack and transport the machines to the cluster at Kangmong, Manipur at their own risk including insurance etc. as may be required.
- b. The agency shall install and demonstrate trial run of the machines at the cluster Kangmong, Manipur .
 - i. **TRAINING:** The bidder should impart suitable training to a group of cluster artisans/farmers/operators for operation and maintenance of the machines during installation at the cluster. The bidder has to arrange training for the cluster artisans/farmers/operators to run, operate, maintain the machineries including minor maintenance works like greasing, lubrication etc. The bidder has to provide free exposure to the cluster artisans/farmers/operators in a similar functioning unit within the State of Manipur. The logistical expenses for such exposure like food, travel, lodging of the cluster artisans/farmers/operators will be borne by the implementing agency (SEVA MANIPUR)
 - ii. **SPARES:** The agency has to provide consumables and required spare parts having regular wear and tear/as and when required for at least 3 years. The same should be provided without any extra cost. **The Bidder has to provide an undertaking in this regard.** After 3 Years the consumable, spare parts may be provided at the market price.
 - iii. **SERVICES:** The agency must be able to provide post sale services as and when required with a separate Fee as per the market rate.
 - iv. **MRLS & MANUALS:** The supplier has to include manufacturer recommended list of spares & cost thereof for 2 years successful running of machine in their quotation. However, the same will not be considered for finalization of order.
 - v. **WARRANTY:** All the equipment/machinery should have 1 year warranty.

2. PERFORMANCE SECURITY:

- i. **The bidder/supplier should give Performance Security 3% of the Quoted amount to the implementing agency, drawn in favour of " KANGMONG AGRO CLUSTER", Payable at Guwahati. The same should be issued from a Scheduled Commercial Bank, as per form specified in GFR 2017.**
- ii. **In case of surrendering of the tender or failure to comply with the terms and conditions of the supply as mentioned in the NIT and supply order document. The Performance security will be forfeited.**



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3. OTHER TERMS AND CONDITIONS :

- a. 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 rate will not be entertained under any circumstances.
- b. The supply agreement will be signed between the Implementing Agency (SEVA MANIPUR) and successful/qualified bidder only.
- c. The Working Committee has the sole discretion to accept or reject tender(s) based on technical specifications.
- d. The competent authority reserves the right to terminate the contract at any time during the validity period on account of non-fulfillment of contract, on any count in case of Non-Delivery, Delay in Delivery **45 days** from the acceptance of work order or supply not conforming to technical specifications.
- e. The competent authority reserves the right to reject any or all the tenders without assigning any reason thereof
- f. The competent authority reserves the right to relax or waive or amend any of the tender conditions based on the performance and delivery of the bidder/supplier.
- g. The venue of the **First Level of Arbitration** shall be at Indian Institute of Entrepreneurship, Guwahati. The decision of the Arbitrator shall be final and binding on both the parties to the Arbitration.
- h. 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 Guwahati only.
- i. Any dispute arising out of non-fulfillment 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 Guwahati only.

4. ADVANCE PAYMENT

- a. 30% (Thirty) of contract value may be paid, as advance against submission of bank guarantee on execution of agreement. The bidder should produce Bank guarantee for the amount equal to 110% of the advance 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 the competent authority. The Bank Guarantee should be made from a Scheduled Commercial Bank. The Bank Guarantee should be as per the form as mentioned in GFR 2017



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5. PAYMENT TERMS

- a. 30% of the contract value will be paid as advance on execution of agreement against Bank Guarantee. 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 IA.
- b. 40% of the contract value will be paid, against bills, on receipt of the complete set of machinery, equipment's and its accessories as per the order in full in good condition, at the CFC site, after acceptance by the tender committee

(OR)

Alternatively, the bidder may opt for 70% of Contract value on supply of the complete set of machinery, equipment's and its accessories as per the order in good condition, at the CFC site, after acceptance by the tender committee, instead of claiming first instalment of 30% as advance payment against bank guarantee.

- c. 20% of the contract value will be paid on successful completion of performance test.
- d. The balance 10% and SD will be released only after satisfactory completion of the Entire contract and submission of bank guarantee equivalent to 10% of the value of Contract valid for 1 year towards performance guarantee.
- e. IA also reserves the right to recover any dues from the tenderer, which is found on later date, during audit/excess payment, after settlement is made to them. The successful tenderer is liable to pay such dues to the IA immediately on demand, without raising any dispute/protest.

6. PENALTY - 45 Days

- a. The competent authority reserves the right to impose Penalty to supplier/bidder in case of Non Delivery, Delay in Delivery 30 days from the acceptance of work order. Failure to execute the entire contract within the stipulated time due to delay on the part of the Supplier from the date of issue of work order/ advance payment, as the case may be, will attract a penalty to be decided by IIE based on the completion status or as per industry practise 0.5% per week. (Maximum upto 10%). The contract/supply order will be considered as terminated and the competent authority will have the right to engage 3rd party to complete the work. No payments will be made to the supplier for all such non-delivered items. 10% Premium on the value of such non-delivered items will be deducted to offset the expenses of supply, delivery, installation, commissioning and operationalization of machineries and equipment.
- b. Any delay on the part of IA should be intimated to the Implementing Agency in writing and sorted out immediately without affecting the progress of works.
- c. The bidder must mention its **official email ID, detailed courier/ postal address and contact number** in the bid document. All necessary official communications related to the contract will be sent by the IA on these addresses only throughout the period of contract.



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- d. Termination/Penalty etc. all such notifications will be made through/to the Email or Postal Address as provided by the bidder in the undertaking.



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ANNEXURE: I
(PART OF TECHNICAL BID, ENVELOPE 1)

Forwarding Letter Format
(To be provided in the official letter head of the bidder)

To,
The Secretary
C/o Seva Manipur, North Babupara, Near Council of Higher
Secondary Education School, State Guest House Road,
West Imphal, PIN-795001

Date:

Sub: Supply, delivery, assembly, installation, operationalization, Commissioning, training on maintenance for equipment/machinery at Kangmong Agro Cluster, Manipur

Dear Sir/Madam,

With reference to the tender notification, we hereby submit our technical credibility and financial quotation for supplying of the listed machines. We agree that the tender document provided are true to our knowledge and sprit and if found incorrect, our application will be cancelled automatically and we are ready to provide the required bank guarantee for the supply/against the advance amount.

Date
(Signature)
Official Seal




Secretary
Self Employment Voluntary
Association, Manipur

ANNEXURE: II
(PART OF TECHNICAL BID, ENVELOPE 1)

SELF-DECLARATION - NO BLACKLISTING

Date:

To,
The Secretary
C/o Seva Manipur, North Babupara, Near Council of Higher
Secondary Education School, State Guest House Road,
West Imphal, PIN-795001

Dear Sir/Madam

In response to the Tender Document for supply of machinery for Common Facility Centre for I/We hereby declare that presently our Company/firm _____ is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central Government/ PSU/Autonomous Body.

We further declare that presently our Company/firm _____ is not blacklisted/debarred and not declared ineligible for reasons other than corrupt & fraudulent practices by any State/ Central Government/ PSU/ Autonomous Body on the date of Bid Submission.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Thanking you,

Yours faithfully,

Signature of Authorized Signatory and Seal of the Company/Firm

Place:

Date:


Secretary
Self Employment Voluntary
Association, Manipur



**ANNEXURE: III
(PART OF TECHNICAL BID, ENVELOPE 1)**

Technical Bid Document

Sl.	Criteria	List of enclosed Supporting documents	Enclosure No.
1	Annual turnover from the supply business - annual audit reports for last three Years (2018-19, 2019-20& 2020-21)	Yes/No	
2	Annual Audited Financial report of last 3 years (Chartered Certificate for showing annual turn-over and Net Worth may be provided in case the audit for FY 2020-2021 is under process along with the undertaking by the authorized signatory stating the same on letter head of the agency)	Yes/No	
3	IT returns last 3 Financial years	Yes/No	
4	Declaration by the bidder for "Average annual turnover from similar business: as mentioned in Section II, Point 3d" Average Annual Turnover "	Yes/No	
5	Company/proprietor etc. details	Yes/No	
6	Documentary evidences of work	Yes/No	
7	Certificates/ Supporting's Exemption of EMD as per Section II, Point 2c	Yes/No	
8	Experience of providing post sales services- order copies	Yes/No	
9	Experience of supplying similar processing machines- supply order copies	Yes/No	
10	Experience or work completion certificates of at least 3 completed work.	Yes/No	
11	Performance as prime contractor for execution of similar nature of work for last 3 years and details of work in hand	Yes/No	
12	Certificate of Registration	Yes/No	
13	EPF Registration Certificate	Yes/No	
14	ESI Registration	Yes/No	
15	GST Registration	Yes/No	
16	PAN	Yes/No	
17	Professional Tax paid certificate	Yes/No	
18	Annexure I (In Letter Head)	Yes/No	
19	Annexure II Self Declaration No Black Listing (In Letter Head)	Yes/No	
20	Annexure III (In Letter Head)	Yes/No	
21	Annexure IV: Undertaking with seal and sign mentioning the sole contact of the Nodal Officer (In Letter Head)	Yes/No	
22	Annexure V: Check list (In Letter Head)	Yes/No	
23	Annexure VI: EMD/ BID SECURITY Self Declaration. (Seal & Signed) Section II, Point a,b	Yes/No	
24	Undertaking by the bidder 3 Years of free maintenance support (In Letter Head with Seal & Sign)		
25	Undertaking with seal and sign that no FIR is pending against the bidder	Yes/No	
26	Relevant Document in case of Start Up. Minimum 2 Years of Experience & 2 Years of completed work proven by client satisfactory report should be submitted	Yes/No	

(Signature)

Date:

Seal


 Secretary
 Self Employment Voluntary
 Association, Manipur



**ANNEXURE: IV
(PART OF TECHNICAL BID, ENVELOPE 1)**

SELF DECLARATION/ UNDERTAKING REGARDING COMMUNICATION

To,
The Secretary
C/o Seva Manipur, North Babupara, Near Council of Higher
Secondary Education School, State Guest House Road,
West Imphal, PIN-795001

Date:

Dear Sir/Madam

In response to the Tender Document for supply of machinery for Common Facility Centre for KangmongAgro Cluster, Imphal West, Manipur, I/We hereby declare/mention details of communication as Under:

Name of Bidder	
Registered Address of the Bidder	
Name of Nodal officer	
Contact Number of Nodal Officer	
Alternate Number	
Official Email Id for Communication/Correspondence	
Official Postal Address for Correspondence (With Pin Code)	
Official Website (If Available)	
Other Details	

I/We_____ declare that the above-mentioned address is true and correct to the best of my knowledge. I/We_____ declare that any change in Email Id, Address, Contact Number etc. will be immediately informed to the **Secretary, Seva Manipur, North Babupara, Near Council of Higher Secondary Education School, State Guest House Road, West Imphal, PIN-795001** through a written communication.

Thanking you,

Yours faithfully,

Signature of Authorized Signatory and Seal of the Company/Firm

Place:

Date:

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Secretary
Self Employment Voluntary
Association, Manipur



ANNEXURE: V (PART OF TECHNICAL BID, ENVELOPE 1)

CHECKLIST (IN LETTER HEAD)

Sl	Type of Document	List of enclosed Supporting documents	Seal & Signed	Enclosure No.
1	Income tax return, Audited balanced sheet for last three Years	Yes / No	Yes / No	
2	IT returns last 3 Financial years	Yes / No	Yes / No	
3	Declaration by the bidder for "Average annual turnover from similar business: as mentioned in Section II, Point 3d" Average Annual Turnover of bidder	Yes / No	Yes / No	
4	Company/proprietor etc. details	Yes / No	Yes / No	
5	Documentary evidences of work	Yes / No	Yes / No	
6	Certificates/ Supporting's Exemption of EMD as per Section II, Point 2C	Yes / No	Yes / No	
7	Experience of providing post sales services- order copies	Yes / No	Yes / No	
8	Experience of supplying similar processing machines- supply order copies	Yes / No	Yes / No	
9	Experience or work completion certificates of at least 3 completed work	Yes / No	Yes / No	
10	Performance as prime contractor for execution of similar nature of work for last 3 years and details of work in hand	Yes / No	Yes / No	
11	Certificate of registration/proof of ownership along address	Yes / No	Yes / No	
12	EPF Registration Certificate	Yes / No	Yes / No	
13	ESI Registration	Yes / No	Yes / No	
14	GST Registration	Yes / No	Yes / No	
15	PAN / TIN	Yes / No	Yes / No	
16	Professional Tax paid certificate	Yes / No	Yes / No	
17	Annexure I (In Letter Head)	Yes / No	Yes / No	
18	Annexure II Self Declaration No Black Listing (In Letter Head)	Yes / No	Yes / No	
19	Annexure III (In Letter Head)	Yes / No	Yes / No	
20	Annexure IV: Undertaking with seal and sign mentioning the sole contact of the Nodal Officer (In Letter Head)	Yes / No	Yes / No	
21	Annexure V: Check list (In Letter Head)	Yes / No	Yes / No	
22	Annexure VI: EMD/ BID SECURITY Self Declaration. (Seal & Signed) Section II, Point a,b			
23	Authorization from the original equipment manufacturer (OEM)	Yes / No	Yes / No	
23	Certificate that the firm is not supplying the same item at lower rates quoted in the tender to any government institution during the past one year , as per fall clause adhered by DGS/D and other government Organization.	Yes / No	Yes / No	
24	Relevant Document in case of Start Up. Minimum 2 Years of Experience & 2 Years of completed work proven by client satisfactory report should be submitted	Yes / No	Yes / No	
25	The forwarding letter of the tender	Yes / No	Yes / No	
26	Seal and Signed copy of technical bid document	Yes / No	Yes / No	
27	Undertaking by the bidder 3 Years of free maintenance support (In Letter Head with Seal & Sign)	Yes / No	Yes / No	
28	Undertaking that the firm has no pending vigilance/ CBI case,	Yes / No	Yes / No	
29	Undertaking with seal and sign that no FIR is pending against the bidder	Yes / No	Yes / No	
30	Financial Bid Document mentioning relevant Group	Yes / No	Yes / No	
31				

(Signature)
Date:Seal


 Secretary
 Self Employment Voluntary
 Association, Manipur



(PART OF FINANCIAL, ENVELOPE 2)

FINANCIAL BID DOCUMENT
(In Letter Head of the Company)

To,
The Secretary
C/o Seva Manipur, North Babupara, Near Council of Higher
Secondary Education School, State Guest House Road,
West Imphal, PIN-795001

Date

Sub: Supply, Delivery, Assembly, Installation of various machineries and equipment at
KangmongAgroCluster, Imphal West, Manipur

Dear Sir/Madam,

Please find the best possible quotation for supply of the listed items as follows:

Sl.	Type of machine	Specification	No. of Unit	Unit Cost	Total Amount
1	Paddy Soaking tank	Metallic Body CI, Capacity- 2000 kg	1		
2	Paddy pre-cleaner and grader	Metallic Body with rust proof frame, Motor- 100 S frame with 100% copper winding, upto 2 hp, single phase; Machine capacity- 250 kg/hour	1		
3	Paddy Roaster	Metallic Body with rust proof frame; Fuel- Suitable for fuelwood & LPG; Motor- B48/100S, Frame with 100% copper winding, upto 1 hp, single phase	1		
4	Mini Rice Mill with huller, Polisher, elevator chains with buckets, all connecting accessories from paddy to polished rice	Huller: Metallic body with MS/SS food grade, Machine Capacity- min. 250 kg/hour; Motor- upto 7.5 hp, 3 phase Polisher: Metallic body with MS/SS food grade, Motor- upto 7.5 hp, 3 phase; Capacity - min. 250 kg/hr; Size- 18 inch	1		
5	Flattened Rice making machine	Motor- 100S Frame with 100% copper winding, up-to 3 HP, Single phase. Capacity- 100 kg/hr. Driver: Motor & Pulley Roll material: MS & SS Food grade. Type: Semi-Automatic	1		

Sl.	Type of machine	Specification	No. of Unit	Unit Cost	Total Amount
6	Flattened rice/ Black Rice packing machine	Automation Grade: Automatic. Material: MS & SS Food grade. Motor- 100S Frame with 100% copper winding, up-to 2 HP, Single phase. Capacity: Minimum 300 pouch/hr. Pouch Capacity: 500 gm	1		
7	Elevator Chain cum Stainless Steel Buckets for rice flakes packing	Minimum 5 buckets Elevation- 15 ft Stainless steel Required prime mover with Motor	1		
8	Shrink Wrapping machine	Automation Grade: Semi-automatic Power: 2 HP, Single phase Seal Dimension: 300 X 400 mm Pack Dimension: 250X400X150 mm	1		
9	Pouch coding/stamping machine	Min speed- 70 pc/min Printing area- Five-line max with 12 words per line max.	1		
10	Gunny bag filling machine	No. of Stitches/ inch: Min. 3.5 stitches/inch Thickness: Max. stitching material thickness-10 mm Power: 5 KW Capacity: 30 Bags/hour Automation Grade: Semi-Automatic	1		

(Signature)
Official Seal

Angela
Secretary
Self Employment Voluntary
Association, Manipur



ANNEXURE-VI

SELF DECLARATION: BID-SECURITY/ EARNEST MONEY DEPOSIT DECLARATION
(ON LETTER HEAD WITH SEAL AND SIGN)

To,
The Secretary
C/o Seva Manipur, North Babupara, Near Council of Higher
Secondary Education School, State Guest House Road,
West Imphal, PIN-795001

Date

Sub: Bid-Security/EMD Declaration towards Supply, Delivery, Assembly, Installation of various machineries and equipment at Kangmong Agro Cluster, Imphal West, Manipur

Sir,

I/We understand that, as per Clause _____ of Tender/bid conditions, bids must be supported by a Bid Security Declaration in lieu of Earnest Money Deposit.

I/We _____ hereby accept that I/We _____ will be disqualified from bidding for any contract with you for a period of **Three years** from the date of disqualification as may be notified by you (without prejudice to FACT's rights to claim damages or any other legal recourse) if,

1. I am /We are in a breach of any of the obligations under the bid conditions,
2. I/We have withdrawn or unilaterally modified/amended/revised, my/our Bid during the bid validity period specified in the form of Bid or extended period, if any.

Seal & Signature:

Name & designation of the authorized person signing the Bid-Securing Declaration Form:

Duly authorized to sign the bid for and on behalf of: _____ (complete name of Bidder)

Dated on _____ day of _____ month, _____ year.

(Note: In case of a Joint Venture, the Bid Security Declaration must be in the name of all partners to the Joint Venture that submits the bid).


Secretary
Self Employment Voluntary
Association, Manipur

