



**SPORTS AUTHORITY OF INDIA  
NETAJI SUBHAS REGIONAL CENTRE,  
SAROJINI NAGAR, KANPUR ROAD, LUCKNOW, PIN-226008**

Telephone : 0522-2438155

Website : [www.sportsauthorityofindia.nic.in](http://www.sportsauthorityofindia.nic.in)

**E-BIDDING DOCUMENT  
FOR  
SUPPLY OF SPORTS EQUIPMENT**

Bid Reference NO. : SAI/NSRCL/EQP/STC/LKO/2018

Date : 28.12.2018



## PART-1 BIDDING PROCEDURE

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Telephone: 0522-2438155 Fax : 0522-2438155

**Section I**

Website: [http:// www.sportsauthorityofindia.nic.in/](http://www.sportsauthorityofindia.nic.in/) <http://eprocure.gov.in/eprocure/app>

Bid Reference no. SAI/NSRCL/EQP/STC/LKO/2018

Date : 28.12.2018

1. Sports Authority of India (SAI), Netaji Subhash Regional Centre, Sarojini Nagar, Kanpur Road, Lucknow for and on behalf of the Director General, Sports Authority of India invites online Bids (**Manual bids shall not be accepted**) on two bid system for supply of Sports Equipment ( Consumable & Non-consumable) at this Regional Centre as given below:

Brief Description of Sports Equipment	Amount of bid security	Estimated Cost
Consumable & Non Consumable Equipment of Athletic, Judo, Handball, Taekwondo, Boxing, Volleyball, Hockey, Gymnastic, Weightlifting, Table Tennis, etc.	Rs. 30,000/-	Rs. 12.00 lakhs

**Payments:**

Scanned copy of Bid Security is to be uploaded online and Hard Copy of same must be sent to the **Sports Authority of India (SAI), Netaji Subhash Regional Centre, Sarojini Nagar, Kanpur Road, Lucknow** on or before bid submission Date & time as mentioned in Critical Date Sheet.

**CRITICAL DATE SHEET**

Uploading/Publication of Tender Documents	<b>28.12.2018</b>
Downloading of Bid Documents	<b>29.12.2018</b>
Cut of Date seeking Clarification	<b>10.01.2019</b>
Start Date of Submission of Bid	<b>11.01.2019</b>
Last Date & Time of Submission of Bid	<b>21.01.2019 upto 01.00 p.m.</b>
Opening Date & Time of Technical Bids	<b>22.01.2019 at 03.00 pm</b>
Opening Date & Time of Financial Bids	<b>Will be intimated later</b>

2. Bidder may also download the Bidding Documents from the website [www.sportsauthorityofindia.nic.in](http://www.sportsauthorityofindia.nic.in) and CPP Portal of Govt. of India i.e. <http://eprocure.gov.in/eprocure/app>. Bidders shall ensure that their Bids, complete in all respect should be uploaded online before the closing date and time as indicated in the critical date sheet above on CPP Portal <http://eprocure.gov.in/eprocure/app>.
3. Bids shall be submitted online only at CPPP website <http://eprocure.gov.in/eprocure/app>. Bidders are advised to follow the instructions provided in the `Instruction to the Bidders for e-submission of the bids online through the Central Public Procurement Portal for e-Procurement at <http://eprocure.gov.in/eprocure/app>.
4. Bidder who has downloaded the tender from the Central Public Procurement Portal (CPPP) website <http://eprocure.gov.in/eprocure/app> and SAI website [www.sportsauthorityofindia.nic.in](http://www.sportsauthorityofindia.nic.in) shall not tamper / modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tempered / modified in any manner, tender will be completely rejected.
5. Intending bidders are advised to visit again CPP website [www.eprocure.gov.in](http://www.eprocure.gov.in) and SAI website [www.sportsauthorityofindia.nic.in](http://www.sportsauthorityofindia.nic.in) at least 3 days prior to closing date of submission of tenders for any corrigendum / addendum / amendment.

-sd-

Assistant Director

SECTION - I

INSTRUCTIONS TO BIDDERS (ITB)

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**SECTION - II**  
**(A) INSTRUCTIONS TO BIDDERS (ITB)**

**A. PREAMBLE**

**1. Introduction**

- 1.1 The Purchaser has issued these Bidding Documents for purchase of goods and related services as mentioned in Section - V - "Schedule of Requirements", which also indicates, *interalia*, the required delivery schedule, terms and place of delivery.
- 1.2 This section (Section II - "Instruction to Bidders") provides the relevant information as well as instructions to assist the prospective Bidders in preparation and submission of Bids. It also includes the mode and procedure to be adopted by the purchaser for receipt and opening as well as scrutiny and evaluation of Bids and subsequent placement of Contract.
- 1.3 Before formulating the Bid and submitting the same to the purchaser, the Bidder should read and examine all the terms, conditions, instructions etc. contained in the Bidding Documents. Failure to provide and/or comply with the required information, instructions etc. incorporated in this Bidding Document may result in rejection of its Bid.

**2. Language of Bid**

- 2.1 The Bid submitted by the Bidder and all subsequent correspondence and documents relating to the Bid exchanged between the Bidder and the purchaser, shall be written in the English language. However, the language of any printed literature furnished by the Bidder in connection with its Bid may be written in any other language provided the same is accompanied by an English translation and, for purposes of interpretation of the Bid, the English translation shall prevail.

**B. BIDDING DOCUMENTS**

**3. Contents of Bidding Documents**

- 3.1 In addition to Section I - "Invitation for Bid" (IFB), the Bidding Documents include:

Section II	- Instructions to Bidders (ITB)
Section III	- Qualification Criteria & Performance Statement
Section IV	- Bidding Forms
Section V	- Schedule of Requirements (SOR)
Section VI	- Technical Specifications (equipment)
Section VII	- General Conditions of Contract (GCC)
Section VIII	- Contract Forms



#### 4. Amendments to Bidding Documents

- 4.1 At any time prior to the deadline for submission of bid, the SAI may, for any reason whether at its own initiative or in response to a clarification required by a prospective bidder, modify the bid document by issuing suitable amendment(s) to it.
- 4.2 Such an amendment to the bid document will be uploaded on SAI website: [www.sportsauthorityofindia.nic.in](http://www.sportsauthorityofindia.nic.in) and Central Public Procurement (CPP) Portal of Government of India i.e. [www.eprocure.gov.in](http://www.eprocure.gov.in) only.
- 4.3 Prospective bidders are advised in their own interest to visit website of Sports Authority of India (SAI) and CPP Portal for any amendment etc. before submitting their bids.
- 4.4 In order to afford prospective bidders reasonable time to take into account the amendments in preparing their bids, SAI may, at its discretion, suitably extend the dead line for submission of bids.

#### 5. Clarification of Bidding Documents

- 5.1 A Bidder requiring any clarification or elucidation on any issue of the Bidding Documents may take up the same with the purchaser in writing. The purchaser will respond in writing to such request provided the same is received by the purchaser not later than fifteen days prior to the prescribed original date of submission of Bid.

### C. PREPARATION OF BIDS

#### 6. Documents Comprising the Bid

- 6.1 The Two Bid System, i.e. "Technical Bid" and "Price Bid" prepared by the Bidder shall comprise the following:

##### A) Technical Bid.

- i) Bid Security furnished in accordance with ITB clause 12.
- ii) Bid Submission Form as per Section IV (A).
- iii) Power of Attorney duly notarized indicating that the person(s) signing the bid has the authority to sign the bid and that the bid is binding upon the bidder during the full period of its validity.
- iv) Bidder/Agent who quotes for goods manufactured by other manufacturer shall furnish Manufacturer's Authorization Form as per Section IV (D).
- v) Certificate of Incorporation / Registration Certificate of the firm / Company/Agency.
- vi) The technical specification of quoted goods along with relevant documents like technical data, literature, drawing etc.
- vii) The clause-by-clause commentary on the technical specifications in the Bidding Document vis-a-vis of quoted goods, clearly stating compliance or any variance.
- viii) Performance Statement as per Form in Section III - B.
- ix) National Electronic Fund transfer (NEFT) Form as per Section IV (E) for payment in Indian Rupee, if applicable.
- x) Complete Bid Document duly signed on all pages.
- xi) Copy of PAN & TIN (Tax Payer Identification Number).
- xii) Documents mentioned in the qualification criteria as per section III A & B.
- xiii) Certificate of Chartered Accountant showing annual turnover for the last three financial years i.e 2015-16, 2016-17, & 2017-18. Copies of Balance Sheet, Profit and Loss Account statement etc need not be enclosed.





- xiv) Income Tax Return filed for the last three Assessment years i.e. 2015-16, 2016-17, & 2017-18.
- xv) GST Registration Certificate.
- xvi) Valid subsisting license/Authorized Agent Certificate.
- xvii) Scanned copy of the Technical Specifications of quoted equipments alongwith relevant documents like technical data, literature, drawing Make, Model or Catalogue/leaflet of the product proposed to be supplied with complete specifications.

**B) Price Bid:**

- (i) Price Schedule(s) as per Forms I/II (as the case may be) for goods in Section IV (B) may be filled up with all the details including Make, Model etc. of the goods offered. It is the responsibility of Bidder to go through the Bidding Document to ensure furnishing of all required documents in addition to above, if any.
- ii) All pages of the Bid should be page numbered and indexed.
- (ii) The authorized signatory of the Bidder must sign the Bid duly stamped at appropriate places and initial all the remaining pages of the Bid.
- (iv) A Bidder, who does not fulfill any of the above requirements and/or gives evasive information/reply against any such requirement, shall be liable to be ignored and rejected.
- (v) Bid sent by e-mail/fax/telex/cable/electronically shall be ignored.
- (vi) All payments in Indian Rupee will be made through National Electronic Fund Transfer (NEFT)/RTGS System. Bidders are required to fill and attach the NEFT Mandate Form attached as per Section-IV (E) alongwith their offers, if not already executed in SAI. Notification of Award will not be issued without NEFT Mandate Form.

**7. Bid Currencies**

- 7.1 The Bidder supplying indigenous goods or already imported goods shall quote only in Indian Rupees.

**8 Bid Prices**

- 8.1 The Bidder shall indicate on the Price Schedule provided under Section IV (B), all the specified components of prices shown therein. All the columns shown in the price schedule should be filled up as required. If any column does not apply to a Bidder, same should be clarified as "NA" (means Not Applicable) by the Bidder.

- 8.2 The quoted prices for goods offered for domestic goods or goods of foreign origin located within India shall be quoted in the Price Schedule given under Section IV (B).

**8.3 Additional information and instruction on Duties and Taxes:**

- 8.4.1 If the Bidder desires to ask for Excise Duty, GST, Works Contract Tax, etc. to be paid extra, the same must be specifically stated. In the absence of any such stipulation the price will be taken inclusive of such duties and taxes and no claim for the same will be entertained later. Only statutory variations on finished product taking place after Bid submission shall be allowed to the extent of actual quantum paid by the supplier.

#### 8.4.2 Octroi Duty and Local Duties & Taxes:



Normally, goods to be supplied to government departments against government Contracts are exempted from levy of town duty, Octroi duty, terminal tax and other levies of local bodies. However, on some occasions, the local bodies (like town body, municipal body etc.) as per their regulations allow such exemptions only on production of certificate to this effect from the concerned government department. Keeping this in view, the supplier shall ensure that the stores to be supplied by the supplier against the Contract placed by the purchaser are exempted from levy of any such duty or tax and, wherever necessary, obtain the exemption certificate from the purchaser.

However, if a local body still insists upon payment of such local duties and taxes, the same should be paid by the supplier to the local body to avoid delay in supplies and possible demurrage charges and obtain a receipt for the same. The supplier should forward the receipt obtained for such payment to the purchaser to enable the purchaser reimburse the supplier and take other necessary action in the matter.

#### 8.4.3 Customs Duty: Not Applicable

8.5 The need for indication of all such price components by the Bidders, as required in this clause (viz., ITB clause 8) is for the purpose of comparison of the Bids by the purchaser and will no way restrict the purchaser's right to award the Contract on the selected Bidder on any of the terms offered.

#### 9. Firm Price

9.1 The prices quoted by the Bidder shall remain firm and fixed during the currency of the Contract and not subject to variation on any account.

9.2 However, as regards taxes and duties, if any, chargeable on the goods and payable, the conditions stipulated in ITB Clause 8 will apply.

#### 10. Alternative Bids

10.1 Alternative Bids which are not meeting the Bid specifications, are not permitted and will be rejected.

#### 11. Documents Establishing Bidder's Eligibility and Qualifications:

11.1 Pursuant to ITB clause 6, the Bidder shall furnish, as part of its Bid, relevant details and documents establishing its qualifications to perform the Contract if its Bid is accepted.

11.2 The documentary evidence needed to establish the Bidder's qualifications shall fulfill the following requirements:

- a) In case the Bidder offers to supply goods, which are manufactured by some other firm and the Bidder has been duly authorized by the goods manufacturer to quote for and supply the goods to the purchaser, the Bidder shall submit the manufacturer's authorization letter to this effect as per the standard form provided under Section IV in this document.
- b) The Bidder and manufacturer meet the Qualification Criteria incorporated in the Section III.



## 12. Bid Security

- 12.1 The Bidder shall furnish along with its Bid, Bid Security for amount as shown in the IFB in Section I. The Bid Security is required to protect the purchaser against the risk of the Bidder's unwarranted conduct as amplified under sub-clause 12.7 below. Non submission of bid security will be considered as major deviation and bid will not be considered.
- 12.2 In case as per Notification of Government of India if the Bidder falls in the category of exemption of Bid Security, it should furnish the relevant Notification along with required documents like valid Registration Certificate etc.
- 12.3 The Bid Security shall be furnished in one of the following forms:
- i) Account Payee Demand Draft
  - ii) Fixed Deposit Receipt
  - iii) Banker's cheque
  - iv) Bank Guarantee
- 12.4 The Demand Draft, Fixed Deposit Receipt or Banker's Cheque shall be drawn on any Commercial Bank in India in favour of the "Regional Director, SAI, NSRC, Lucknow", payable at " Lucknow
- 12.5 The Bid Security shall be valid for a period of forty-five (45) days beyond the validity period of the Bid. As validity period of Bid as per Clause 13 of ITB is 180 days, the Bid Security shall be valid for 225 days from Technical Bid opening date.
- 12.6 Unsuccessful Bidders' Bid Security will be returned to them without any interest, after expiry of the Bid validity period, but not later than forty-five days after conclusion of the resultant Contract. Successful Bidder's earnest money will be returned without any interest, after receipt of Performance Security from that Bidder.
- 12.7 Bid Security of a Bidder will be forfeited, if the Bidder withdraws or amends its Bid or impairs or derogates from the Bid in any respect within the period of validity of its Bid without prejudice to other rights of the purchaser. The successful Bidder's Bid Security will be forfeited without prejudice to other rights of Purchaser if it fails to furnish the required Performance Security within the specified period.

## 13. Bid Validity

- 13.1 The Bid shall remain valid for acceptance for a period of 180 days (One Hundred and Eighty days) after the date of Bid opening prescribed in the Bidding Document. Any Bid valid for a shorter period shall be treated as unresponsive and rejected.
- 13.2 In exceptional cases, the Bidders may be requested by the purchaser to extend the validity of their Bids up to a specified period. The Bidders, who agree to extend the Bid validity, are to extend the same without any change or modification of their original Bid and they are also to extend the validity period of the Bid Security accordingly. A Bidder, however, may not agree to extend its Bid validity without forfeiting its Bid Security.
- 13.3 In case the day up to which the Bids are to remain valid falls on or subsequently declared a holiday or closed day for the purchaser, the Bid validity shall automatically be extended up to the next working day.



**14. Signing and Sealing of Bid**

- 14.1 The Bidders shall submit their Bids as per the instructions contained in ITB Clause 6.
- 14.2 The Bid shall be typed and the same shall be signed by the bidder or by a person(s) who has been duly authorized to bind the bidder to the contract and upload in PDF format.
- 14.3 The bid shall be duly signed at the appropriate places as indicated in the Bidding Documents and all other pages of the Bid. The Bid shall not contain any erasure or overwriting. The letter of authorization shall be by a written power of attorney, which shall also be furnished along with the Bid.
- 14.4 Bidding Document seeks quotation following Two Bid System, in two parts. First part will be known as 'Technical Bid', and the second part 'Price Bid' as specified in clause 6 of ITB.

**D - SUBMISSION OF BIDS**

**15. Submission of Bids**

Online bids have been invited and bidder should submit their bid as per instructions given for on line submission under Section II-B.



## E - BID OPENING

### 16. Opening of Bids

- 16.1 The purchaser will open the Bids at the specified date and time and at the specified place as indicated in the IFB in Section-I.
- 16.2 In case the specified date of Bid opening falls on or is subsequently declared a holiday or closed day for the purchaser, the Bids will be opened at the appointed time and place on the next working day.
- 16.3 Authorized representatives of the Bidders, who have submitted Bids on time may attend the Bid opening provided they bring with them letters of authority from the corresponding Bidders.
- 16.4 Two - Bid system will be as follows. The Technical Bids are to be opened in the first instance, at the prescribed time and date as indicated in IFB. These Bids shall be scrutinized and evaluated by the Tender Inviting Authority with reference to parameters prescribed in the Bidding Document. During the Technical Bid opening, the Bid opening official(s) will read the salient features of the Bids like brief description of the goods offered, Delivery Period, Bid Security and any other special features of the Bids, as deemed fit by the Bid opening official(s). Thereafter, in the second stage, the Price Bids of only the Technically acceptable offers (as decided in the first stage) shall be opened for further scrutiny and evaluation on a date notified after the evaluation of the Technical Bid. The prices, special discount if any of the goods offered etc., as deemed fit by Bid opening official(s) will be read out.

## F - SCRUTINY AND EVALUATION OF BIDS

### 17. Scrutiny of Bids

- 17.1 The Tender Inviting Authority will examine the Bids to determine whether they are complete, whether the documents have been properly signed, stamped and whether the Bids are generally in order.
- 17.2 Prior to the detailed evaluation of Price Bids, the Tender Inviting Authority will determine the substantial responsiveness of each Bid to the Bidding Document. For purposes of these clauses, a substantially responsive Bid is one, which conforms to all the terms and conditions of the Bidding Documents .
- 17.3 If a Bid is not substantially responsive, it will be rejected by SAI.

### 18. Qualification Criteria

Bids of the Bidders, which do not meet the required Qualification Criteria prescribed in Section-III(A), will be treated as non - responsive and will not be considered further.

### 19. Conversion of Bid currencies to Indian Rupees - Not Applicable.

### 20. Comparison of Bids and Award Criteria.

- 21.1 The Contract may be awarded to the lowest responsive Bidder who meets the laid down Qualification Criteria in the Bid documents.



- 21.2 SAI reserves the right to give the price preference/purchase preference as per the Govt. instructions in vogue while evaluating, comparing and ranking the responsive Bids. The Bidders claiming the same should enclose the concerned Notification of Govt. of India along with other relevant documents so as to establish their claim for such preferences.

#### G. AWARD OF CONTRACT

**22. Purchaser's Right to accept any Bid and to reject any or all Bids**

Purchaser reserves the right to accept in part or in full any Bid or reject any or more Bid(s) without assigning any reason or to cancel the Bidding process and reject all Bids at any time prior to award of Contract, without incurring any liability, whatsoever to the affected Bidder or Bidders.

**23. Variation of Quantities at the Time of Award/ Currency of Contract**

At the time of awarding the Contract or during the currency of the Contract, the purchaser reserves the right to increase the quantity of goods and services mentioned in the "Schedule of Requirements" rounded off to next whole number, without any change in the unit price and other terms & conditions quoted by the Bidder.

**24. Notification of Award**

- 24.1 Before expiry of the Bid validity period, the purchaser will notify the successful Bidder(s) in writing, by registered / speed post or by fax/ email (to be confirmed by registered / speed post) that its Bid for goods & services, which have been selected by SAI, has been accepted, also briefly indicating therein the essential details like description, quantity of the goods & services, and delivery period, corresponding prices accepted. The successful Bidder must furnish to the SAI the required Performance Security within twenty eight days from the date of despatch of this notification, failing which the Bid Security will be forfeited and the award will be cancelled. Relevant details about the Performance Security have been provided under GCC Clause 3 under Section VII.

- 24.2 The Notification of Award shall constitute the conclusion of the Contract.

**25. Issue of Contract**

- 25.1 Promptly after Notification of Award, SAI will mail the Contract Agreement as per Section VIII (A), duly completed and signed, in duplicate, to the successful Bidder by registered / speed post.
- 25.2 The successful Bidder shall return the original copy of the Contract, duly signed and dated, to SAI by registered/speed post so as to reach within twenty eight days from the date of issue of the Contract.



**26. Non-receipt of Performance Security and Contract by the Purchaser**

Failure of the successful Bidder in providing Performance Security and / or returning Contract copy duly signed in terms of ITB clauses 24 and 25 above shall make the Bidder liable for forfeiture of its Bid Security and, also, for further actions by SAI against it as per the clause 17 of GCC - Termination of default in Section VII and other administrative actions as deemed fit by the SAI.

**27. Corrupt or Fraudulent Practices**

It is required by all concerned namely the Consignee/Bidders/Suppliers etc to observe the highest standard of ethics during the procurement and execution of such Contracts. In pursuance of this policy, the SAI: -

- (a) Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent or collusion or coercive practices in competing for the Contract in question.
- (b) Will declare a firm ineligible or blacklist, either indefinitely or for a stated period of time, to be awarded a Contract by the purchaser if it at any time determines that the firm has engaged in corrupt or fraudulent or collusion or coercive practices in competing for, or in executing the Contract.
- (c) SAI reserves the right not to conclude contract and in case contract has been issued, terminate the same, if, found to be obtained by any misrepresentation, concealment and suppression of material facts by the Bidder. In addition, Bid Security/Performance Security (as the case may be) deposited by the Bidder shall be forfeited and legal as well as administrative action for such misrepresentation, concealment & suppression of material facts shall be initiated.



## SECTION – II (B)

### INSTRUCTIONS FOR ONLINE BID SUBMISSION

1. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:  
<https://eprocure.gov.in//eprocure/app> .

#### 2. REGISTRATION

(i). Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in//eprocure/app> ) by clicking on the link "Online bidder Enrolment" on the CPP Portal which is free of charge.

(ii). As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

(iii). Bidders are advised to register their valid e-mail address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.

(iv). Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify/TCS/nCode/eMudhra etc.), with their profile.

(v). only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.

(vi). Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

#### 3. SEARCHING FOR TENDER DOCUMENTS

(i). There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.

(ii) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.





The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the helpdesk.

#### 4. PREPARATION OF BIDS

- (i) Bidder should take into account corrigendum published on the tender document before submitting their bids.
- (ii) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- (iii) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- (iv) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

#### 5. SUBMISSION OF BIDS

- (i) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- (ii) The bidder has to digitally sign and upload the required bid documents one by one as indicate in the tender document.
- (iii) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- (iv) Bidder should prepare the EMD as per the instruction specified in the tender document. The original should be **posted/couriered/given** in person to the concerned official latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- (v) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission on the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.



(i) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

(vii) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

(viii) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with bid no. and the date & time of submission of the bid with all other relevant details.

(ix) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

## **6. ASSISTANCE TO BIDDERS**

(i) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contract person indicated in the tender.

(ii) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The Contract number for the helpdesk is 1800 3072 2232.



SECTION - III

QUALIFICATION CRITERIA & PERFORMANCE STATEMENT

(A) QUALIFICATION CRITERIA

Bid Reference SAI/NSRCL/EQP/STC/LKO/2018

Dated: 28.12.2018

- (a) The Bidder must be a Manufacturer or its Authorized distributors/Agent.  
(b) The bidder must satisfy the following qualifications criteria :-

Sl. No.	Criteria	Documentary Evidence Required
1.	The bidder must be a company/firm/sole proprietor registered in India from last three years as on the bid submission date.	Enclose copy of certificate of incorporation/registration issued by relevant authority in India.
2.	Bidder must have annual average turnover of Rs. 30.00 lakh in last three financial years viz 2015-16, 2016-17, & 2017-18.	Statutory Auditor's Certificate that provides the information explicitly as per the criteria. Statutory Auditor's Certificate is mandatory. Providing Balance Sheet or Financial Statements is not sufficient for this requirement.
3.	The bidder must have completed satisfactorily one supply order of sports items stipulated in schedule of requirements at least 80% of the estimated cost. Or At least two supply orders each of value not less than 60% of estimated cost. Or At least three supply orders each of value not less than 40% of estimated cost in the last seven years to government departments/autonomous bodies/PSUs/ Sports Academies, Sports Federations, sports training centres, sports stadia recognized by Government.	The requisite supply order (s) along with satisfactory completion certificates issued by relevant authority not less than the rank of Section Officer.
4.	The bidders should not have been debarred/blacklisted by any state/central government/PSUs/Government Recognized Academies/Federation/Stadia/Training Centre	Enclose blacklisting declaration in the format given in Section VIII (D).
5.	The bidder should have a valid GST No. or should have registered under GST.	Enclose copy of GST registration certificate.

(c) In support of above, the Bidder shall furnish required documents, Performance Statement as per Pro-forma in Section-III (B) of the Bidding Document.

(d) In case technical specification and rates being equal, preference will be given to such firm having relevant ISO certification for quality assurance.



SECTION- III

B - PROFORMA FOR PERFORMANCE STATEMENT

(For the period of last three years)

Name and address of the Bidder

Name and address of the manufacturer

S. No	Order placed by (full address of Purchaser)	Order number and date	Order placed on	Description And quantity of ordered goods and services	Value Of order
1	2	3	4	5	6

(Signature and seal of the Bidder)

**Note:**

1. The Bidder to furnish copies of Orders in respect of above.
2. The SAI reserves the right to ask for a free demonstration of the quoted items at a pre determined place for technical acceptability as per the Bid specifications, before the opening of the Price Bid.



SECTION - IV

(A) BID SUBMISSION FORM

Date \_\_\_\_\_

To  
Sports Authority of India  
Netaji Subhas Regional Centre,  
Sarojini Nagar, Kanpur Road,  
LUCKNOW

Ref.: Your Bidding Document No. \_\_\_\_\_ dated \_\_\_\_\_

We, the undersigned have examined the above mentioned Bidding Document, including amendment/corrigendum No. \_\_\_\_\_, dated \_\_\_\_\_ (if any), the receipt of which is hereby confirmed. We now offer to supply and deliver "Multi Gym and Wrestling Mat with Cover" in conformity with your above referred document for the sum as shown in the price schedule(s), attached herewith and made part of this Bid.

We further confirm that, if our Bid is accepted, we shall provide you with a performance security of required amount in an acceptable form in terms of GCC clause 3, in Section - VII for due performance of the contract.

We agree to keep our Bid valid for acceptance for 180 days or for subsequently extended period, if any, agreed to by us. We also accordingly confirm to abide by this Bid up to the aforesaid period and this Bid may be accepted any time before the expiry of the aforesaid period. We further confirm that, until a formal contract is executed, this Bid read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us.

We agree to all terms and conditions of General Conditions of Contract as per Section-VII.

We agree to clause Fall Clause at S. No. 21 of General Conditions of Contract as per Section VII.

We further understand that you are not bound to accept our Bid, you may receive against your above-referred Bid Reference.

We confirm that we do not stand deregistered/banned/blacklisted by any Govt. Authorities in India.

We confirm that we fully agree to the terms and conditions specified in above mentioned Bidding Document, including amendment/ corrigendum if any.

\_\_\_\_\_  
[Signature with date, name and designation]

(Seal of the Bidder)

## SECTION -IV

## (B) PRICE SCHEDULE

## PRICE SCHEDULE FOR DOMESTIC GOODS OR GOODS OF FOREIGN ORIGIN LOCATED IN INDIA

Schedule	Brief Description of Goods	Quantity (Nos)	Country of Origin	Price per unit (Rs)					Total Price on Free Delivery at Purchaser's site (Rs.)	
				Ex-Factory/Ex-warehouse/Ex-showroom/Off-the shelf	Excise Duty (if any) (%age & value)	GST (if any) (%age & value)	Packing and Forwarding Charges	Inland Transportation, Insurance loading / unloading and incidental costs till purchaser's site		Price on free delivery at purchaser's site
1	2	3	4	(a)	(b)	(c)	(d)	(e)	(f) =a+b+c+d+e	5

Total Bid price in Rupees:

In words:

The above prices quoted are for supply, installation, commissioning and onsite training for operation of goods/equipment with warranty period of One Year from the date of acceptance by Purchaser.

Delivery Period: \_\_\_\_\_ (insert earliest delivery period) from the date of signing of the Contract. The Time and Delivery Period shall be essence of Contract.

Place: \_\_\_\_\_

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

Signature of Bidder  
Name & Designation  
Business Address  
Seal of the Bidder



**SECTION – IV**  
**( C ) BANK GUARANTEE FORM FOR BID SECURITY**

Whereas \_\_\_\_\_ (hereinafter called the "Bidder") has submitted its quotation dated \_\_\_\_\_ for the supply of \_\_\_\_\_ (hereinafter called the "Bid") against the Sports Authority of India's Bid Reference No. \_\_\_\_\_ Know all persons by these presents that we \_\_\_\_\_ of \_\_\_\_\_

(Hereinafter called the "Bank") having our registered office at \_\_\_\_\_ are bound unto \_\_\_\_\_ (hereinafter called the "Sports Authority of India) in the sum of \_\_\_\_\_ for which payment will and truly to be made to the Sports Authority of India, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this day of \_\_\_\_\_ 20\_\_\_\_. The conditions of this obligation are:-

- (1) If the Bidder withdraws or amends, impairs or derogates from the Bid in any respect within the period of validity of this Bid.
- (2) If the Bidder having been notified of the acceptance of his Bid by Sports Authority of India during the period of its validity:-
  - a) Fails or refuses to furnish the performance security for the due performance of the contract.

*Or*

  - b) Fails or refuses to accept/execute the contract.

We undertake to pay Sports Authority of India up to the above amount upon receipt of its first written demand, without Sports Authority of India having to substantiate its demand, provided that in its demand the Sports Authority of India will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition(s).

This guarantee will remain in force for a period of forty-five days after the period of Bid validity of 180 days i.e. for 225 days (180 days + 45 days) from the date of Bid Opening and any demand in respect thereof should reach the Bank not later than the above date.

\_\_\_\_\_  
(Signature of the authorised officer of the Bank)

\_\_\_\_\_  
Name and designation of the officer

\_\_\_\_\_  
Seal, name & address of the Bank and address of the Branch



SECTION -IV  
(D) MANUFACTURER'S AUTHORISATION FORM

Sports Authority of India  
Netaji Subhas Regional Centre,  
Sarojini Nagar, Kanpur Road,  
LUCKNOW

Dear Sirs,

Ref. Your Bidding Reference No \_\_\_\_\_, dated \_\_\_\_\_

We, \_\_\_\_\_ who are proven and reputable manufacturers of \_\_\_\_\_ (*name and description of the goods offered in the Bid*) having factories at \_\_\_\_\_, hereby authorise Messrs \_\_\_\_\_ (*name and address of the agent*) to submit a Bid, process the same further and enter into a contract with you against your requirement as contained in the above referred Bidding Documents for the above goods manufactured by us.

We further confirm that no supplier or firm or individual other than Messrs. \_\_\_\_\_ (*name and address of the above agent*) is authorised to submit a Bid, process the same further and enter into a contract with you against your requirement as contained in the above referred Bidding Documents for the above goods manufactured by us.

We also hereby extend our full warranty of one year from acceptance of goods by Purchaser as per Clause 11 of General Conditions of Contract.

Yours faithfully,

\_\_\_\_\_  
[Signature with date, name and designation]  
for and on behalf of Messrs \_\_\_\_\_

\_\_\_\_\_  
[Name & address of the manufacturers]

Note : 1. This letter of authorisation should be on the letter head of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.

2. Original letter may be enclosed.





SECTION – IV

(E) NEFT MANDATE FORM

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

To

The Director  
Sports Authority of India  
Netaji Subhas Regional Centre,  
Sarojini Nagar, Kanpur Road,  
LUCKNOW

**Sub: NEFT PAYMENTS**

We refer to the NEFT being set up by SAL. For remittance of our payments using RBI's NEFT scheme, our payments may be made through the above scheme to our under noted account.

**NATIONAL ELECTRONIC FUNDS TRANSFER MANDATE FORM**

Name of City	
Bank Code No.	
Bank 's name	
Branch Address	
Branch Telephone / Fax no.	
Supplier's Account No.	
Type of Account	
IFSC code for NEFT	
IFSC code for RTGS	
Supplier's name as per Account	
Telephone no. of supplier	
Supplier's E-mail ID	

*[Signature of bidder with date, name and designation]*

For and on behalf of Messrs \_\_\_\_\_

Confirmed by Bank:

Enclose a copy of Crossed Cheque



## PART-2

# SUPPLY REQUIREMENTS



**SECTION - V**  
**SCHEDULE OF REQUIREMENTS**

**TECHNICAL SPECIFICATIONS**

Item No.	Description of Article	Technical specification	Qty. (Nos.)
1.	Harness belt	Free size	10 nos.
2.	Anklets	Free size	10 pairs
3.	Measuring Tapes	30m,50m,100m	2 each item
4.	Multipurpose Pulley	Free size	10 nos.
5.	Plymetrics Boxes	5 pieces	01 set
6.	Saucer cones	Small size	20 nos.
7.	Ankle/wrist weight	Free size	10 pairs
8.	Cones	20 cm- 4"	20 nos.
9.	Folding stools	Free size	10 nos.
10.	Relay batons	30 cms	8 nos.
11.	Wooden Pit(Sand)	LEVELLER (150Cms. Tall x 15 cms. blade)	02 nos.
12.	BASKETBALL	07 no.	24 nos.
13.	PUMP	Hand Air Pump	04 nos.
14.	SWIMMING	AGILITY HURDLES 6,9,12 INCHS	10 Pieces for each size
15.	HOCKEY STICK	(Alfa compo 1001)= 37.5 inch	25 nos.
16.	HOCKEY STICK	(Alfa compo 1001)= 38 inch	25 nos.
17.	SHIN GUARD	15 medium and 15 Large	30 nos.
18.	KNEE GUARD	free size	08 nos.
19.	GOAL KEEPAR KIT	standard size	02Nos.
20.	RED SAUCER CONE	small size	50 NOS.
21.	THERABAND	Tension level medium	25 pieces for each size



26.	PUNCHING PADS	free size		06 Pairs
27.	LEATHER PUNCHING BAG(FILLED)	free size		04 Pcs
28.	Judo	30 to 50 feet long battle rope= 1.5 inch		2 Rope (plastic)
29.	Do	30 to 50 feet length =1.5 to 2 inch diameter		2 Rope climbing rope
30.	RUBBER	Tibhar/Donic /butterfly (ITTF approved)		4 Pairs
31.	PLY	Tibhar/Donic /butterfly(ITTF approved)		5 Nos.
32.	Weigh Machine	Super light weight and non-fragile,G Sensor for high accuracy,sense on technology,weigh range 5-180 kg.unity can be changed to KG/LB/ST,Battery replacement is required if weighing scale does not light up.		4 nos.
33.	Chest Guard(TAEKWONDO)	<p><b><u>Body Protector (Reversible)</u></b></p> <p>Colour: Red/ Blue (Reversible Model)</p> <p>Material: Special Vinyl, Sponge, EVA</p> <p>Size: XS, S, M, L, XL</p> <p>It is designed to protect your chest, stomach and groin.</p> <p>These body protectors give you the protection and confidence needed for your next sparring session.</p> <p>The lacing system found in the back of both models can be pulled tight to ensure a safe and secure fit.</p> <p>Recognized by world taekwondo</p>	<b>SIZE</b>	
			#2no.	10nos.
			#3no.	10nos.
			#4no.	10nos.
34.	Head Guard(TAEKWONDO)	<p><b><u>Head Protector II – Dipped Foam</u></b></p> <p>Colour: Blue/ Red</p> <p>Material: N.B.R, P.U coating</p> <p>Size: small, medium &amp; large</p> <p>A practical shape and design with competitive price.</p>	S	5pairs
			M	5pairs
			L	5pairs



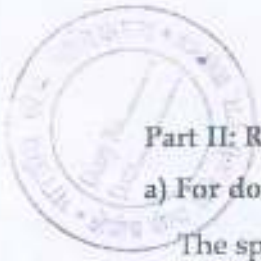
		<p>Sponge  <b>Size</b> : Small, Medium &amp; Large</p> <p>Featuring a construction identical to the forearm protector, this shin protector absorbs and disperses the impact across your shin. For further protection, a thick insert wraps around your ankle for greater coverage. Circular elastic bands and Velcro fasteners keep the guard in position, bringing you optimal protection in the process</p> <p>Recognized by world taekwondo</p>	L	10pairs
36.	Arm Guard(TAEKWONDO)	<p><b><u>Shin &amp; Forearm protector</u></b></p> <p><b><u>Textile</u></b></p> <p><b>Colour</b> : White  <b>Material</b> : Cotton &amp; Polyester, Sponge  <b>Size</b> : Small, Medium &amp; Large</p> <p>Required protection for close combat, this package adds durable padding to your shins and forearms to protect the areas most exposed</p> <p>Recognized by world taekwondo</p>	S M L	10pairs 10 pairs 10pairs
37.	Groin Guard (Female) (TAEKWONDO)	<p>Colour white material special vinyl,sponge,Polyethylene  size:small,medium,&amp; large as low blows do happen during sparring these droin protectors give you full protection without limiting your natural range of motion.</p>	S M L XL	2nos. 6nos. 8nos. 2nos.
38.	Hand Gloves (TAEKWONDO)	<p><b><u>Fighter Glove (Hand Gloves PU)</u></b></p> <p><b>Colour</b> : White  <b>Material</b> : Special Vinyl, Sponge - (POLYESTER 80%, NYLON 15% &amp; SPANDEX 5%)  <b>Size</b> : Small, Medium &amp; Large</p> <p>Strong EVA (3-8mm) protection device against any external impact and crash.</p> <p>Comfortable grip as BARE HAND feeling.</p>	S M L	10pairs 10 pairs 10pairs



39.	Foot Guard/ Shocks(TAEKWONDO)	<b><u>Fighter Socks (Foot Protector)</u></b> <b>Colour :</b> White <b>Material :</b> Special Vinyl, Sponge - (POLYESTER 80%, NYLON 15% & SPANDEX 5%) <b>Size :</b> Small, Medium & Large Designed to protect your foot with E.V.A padding. Open heal and ball to foot to give better kicking experiences and prevent slipping. Made of durable material. Recognized by world taekwondo	S M L	10pairs 10pairs 10pairs
40.	Fan Pad (Double) (TAEKWONDO)	<b><u>Double Mitt ( Double Kicking Pad)</u></b> <b>Colour :</b> Blue, Black & Red <b>Material :</b> Special Vinyl, Sponge Synthetic Ceather Cover <b>Size :</b> Small & Large It is standard equipment for sparring; these training mitts offer real protection when practising high and low kicks. The elastic wrist band offers you a fit all workout. Recognized by world taekwondo		20pairs
41.	Big Pad (Large) (TAEKWONDO)	<b><u>Striking Pad leather &amp; Synth</u></b> <b>Colour :</b> Navy, Red, Blue <b>Material :</b> Synthetic Leather Cover, Special Sponge <b>Size :</b> Striking Pad Vinyl - (Small) Striking Pad Vinyl - (Large) Striking Leather Pad - (Large) Built with a thick, shock absorbing sponge, this vinyl striking pad is the perfect partner for working on your kick training and full- power blows. Recognized by world taekwondo		10nos.



		<p>movement</p> <p>Fill the base with water (approx 90kgs) for excellent stability.</p> <p><b>Specifications:</b>  <u>Height adjustable</u> : 153 - 178cms. <u>Base Filling-Water</u> : 90kgs.</p> <p>Recognized by world taekwondo</p>		
43.	Training Ladder	2 feet gap between each stick (fixed)		4nos.
44.	HANDBALL	Approved by handball federation of india official size & weight specifications premium natural rubber cover.fitted with a high performance high air retention bladder and valve.hand stitched waterproof 32 panel.(femalesize-2no.)		30pieces.
45.	PLASTIC SHUTTLE	Durable,long lasting high quality material and very cost effective.,yanyu350 badminton shuttlecock plastic have accurate weight,balance,flight and speed performance nylon material.		05 Box
46.	VOLLEYBALL	Premium rubber cover with excellent resistance to dirt and less moisture absorbency 18 panel hand sewn construction which is fitted with the high performance high air retention bladder and valve.made from high quality material with long lasting durable reliable performance.		20nos.
47.	Gymnastic Spring Board	Junior 120 cm x 60 cm, 3springs strong steel base, taper shape metal upper with padding, strong 5 springs size in two steps.		01 nos.



**Part II: Required Delivery Schedule:**

**a) For domestic goods or goods of foreign located in India**

The sports equipments are required within 20 days of issue of Notification. However, the date of receipt of sports equipments at consignee site will be considered the date of installation and commissioning, as the date of delivery.

**Part III: Required Terms of Delivery**

**a) For domestic goods or goods of foreign located in India**

"Free Delivery at Consignee's Site". Date of delivery at Consignee's site will be considered as the actual date of delivery i.e. date of installation & commissioning of Furniture items, Linen Items & Electronic Items.

**Part-IV: Consignee(s) Details:**

Designation of the office with Address	Tel/Fax/e-mail No
Centre In-charge, STC Lucknow Address: SPORTS AUTHORITY OF INDIA NETAJI SUBHAS REGIONAL CENTRE, SAROJINI NAGAR, KANPUR ROAD, LUCKNOW, PIN-226008	Ph. No. 91- 8281555591 Tel. No. 0522-2438155 E-mail Id- rdsailucknow@gmail.com





## **SECTION-VI**

# **TECHNICAL SPECIFICATIONS**



## Section - VI Technical Specifications

Sl. No	Description of Article	Technical Specification	Qty	One sample /catalogue to be submitted as given against each
1.				Catalogue along with specifications.
2.				
3.				



# **PART-3**

# **CONTRACT**



**SECTION - VII**  
**GENERAL CONDITIONS OF CONTRACT (GCC)**  
**TABLE OF CLAUSES**

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## SECTION - VII

### GENERAL CONDITIONS OF CONTRACT (GCC)

#### 1. Application

- 1.1 The General Conditions of Contract incorporated in this section shall be applicable for this purchase to the extent the same is not superseded by Schedule of Requirements under Section V and Technical Specification under Section VI of this document.
2. **Country of Origin**
  - 2.1 The word "origin" incorporated in this clause means the place from where the goods are manufactured, produced or processed.
3. **Performance Security**
  - 3.1 Within twenty eight (28) days from date of the issue of Notification of Award by the purchaser, the supplier, shall furnish performance security to the Purchaser for an amount equal to ten percent (10%) of the total value of the contract, valid up to sixty days beyond warranty period of 01 year from the date of acceptance of the goods by the consignee.
  - 3.2 The Performance security shall be denominated in Indian Rupees or in the currency of the contract in any one of the forms namely Account Payee Demand Draft or Fixed Deposit Receipt drawn from any Scheduled bank in India or Bank Guarantee issued by a Scheduled bank in India, in the prescribed form as provided in Section-VII (B) of this document in favour of Director, Sports Authority of India, Regional Centre, Lucknow.
  - 3.3 In the event of any amendment issued to the contract, regarding extension of Delivery Period, the supplier shall, within twenty-one (21) days of issue of the amendment, furnish the corresponding amendment to the 'Performance Security' (as necessary), rendering the same valid in all respects in terms of the contract, as amended.
  - 3.4 The Purchaser will release the Performance Security without any interest to the supplier on completion of the supplier's all contractual obligations including the warranty obligations.
4. **Technical Specifications and Standards**
  - 4.1 The Goods & Services to be provided by the supplier under this contract shall conform to the technical specifications mentioned in 'Technical Specification' under Section-V of this document.
5. **Packing and Marking**
  - 5.1 The packing for the goods to be provided by the supplier should be strong and durable enough to withstand transit hazards, without limitation, the entire journey during transit including transshipment (if any), rough handling, open storage etc. without any damage, deterioration etc. As and if necessary, the size, weights and volumes of the packing cases shall also take into consideration, the remoteness of the final destination of the goods and availability or otherwise of transport and handling facilities at all points during transit up to final destination as per the contract.



## **6. Inspection, Testing and Quality Control**

- 6.1 The Purchaser and/or its nominated representative(s) will, without any extra cost to the purchaser, inspect and/or test the ordered goods and the related services to confirm their conformity to the contract specifications incorporated in the contract. The Purchaser shall inform the supplier in advance, in writing, the purchaser's programme for such inspection and, also the identity of the officials to be deputed for this purpose. The cost towards the transportation, boarding & lodging of Purchaser and/or its nominated representative(s) will be borne by the Purchaser and/or its nominated representative(s).
- 6.2 For such inspections and tests which are conducted in the premises of the supplier or its subcontractor(s), all reasonable facilities and assistance, including access to relevant drawings, design details and production data, shall be furnished by the supplier to the purchaser's inspector at no charge to the purchaser.
- 6.3 If during such inspections and tests the contracted goods fail to conform to the required specifications and standards, the purchaser's inspector may reject them and the supplier shall either replace the rejected goods or make all alterations necessary to meet the specifications and standards, as required, free of cost to the Purchaser and resubmit the same to the purchaser's inspector for conducting the inspections and tests again.
- 6.4 If the supplier tenders the goods to the purchaser's inspector for inspection at the last moment without providing reasonable time to the inspector for completing the inspection within the contractual delivery period, the inspector may carry out the inspection and complete the formality beyond the contractual delivery period at the risk and expense of the supplier. The fact that the goods have been inspected after the contractual delivery period will not have the effect of keeping the contract alive and this will be without any prejudice to the legal rights and remedies available to the Purchaser under the terms & conditions of the contract.
- 6.5 The purchaser's/Purchaser's contractual right to inspect, test and, if necessary, reject the goods after the goods' arrival at the final destination shall have no bearing of the fact that the goods have previously been inspected and cleared by purchaser's inspector during pre-despatch inspection mentioned above.
- 6.6 Goods accepted by the purchaser/Purchaser and/or its inspector at initial inspection and in final inspection in terms of the contract shall in no way dilute purchaser's/Purchaser's right to reject the same later, if found deficient in terms of the warranty clause of the contract, as incorporated under GCC Clause 11.

## **7. Terms of Delivery**

- 7.1 Goods shall be delivered by the supplier in accordance with the terms of delivery specified in the contract.
- 7.2 In the case of Delivery Duty Paid (DDP), the date of receipt of equipment at Consignee's site shall be considered the date of installation & Commissioning of Furniture items, Linen Items and Electronic Items, as the date of delivery.

## **8. Insurance**

- 8.1 Unless otherwise instructed, the supplier shall make arrangements for insuring the goods against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the following manner:



i) Wherever necessary, the goods supplied under the contract shall be fully insured in a freely convertible currency in the manner specified in the contract. If considered necessary, the insurance may be done for coverage on "all risks" basis including war risks and strike clauses. The amount to be covered under insurance should be sufficient to take care of the overall expenditure, which may be incurred due to any such damage, loss etc.

ii) The Insurance related to Terms & Conditions of Contract will be as per INCOTERMS.

9. **Incidental services: Not Applicable.**

10. **Despatch Documents for Goods Imported from abroad: Not Applicable**

11. **Warranty**

11.1 The supplier warrants comprehensively that the goods supplied under the contract is new, unused and incorporate all recent/latest improvements in design and materials unless prescribed otherwise by the Purchaser in the contract. The supplier further warrants that the goods supplied under the contract shall have no defect arising from design, materials or workmanship or from any act or omission of the supplier that may develop under normal use of the supplied goods under the conditions prevailing in India.

11.2 This warranty shall remain valid for minimum one (01) year after the goods have been delivered at the final destination and accepted by the Purchaser in terms of the contract.

11.3 The supplier shall, promptly repair or replace the defective goods or parts thereof, free of cost, at the ultimate destination. The supplier shall take over the replaced parts/goods after providing their replacements and no claim, whatsoever shall lie on the Purchaser for such replaced parts/goods thereafter.

11.4 If the supplier, having been notified, fails to rectify/replace the defect(s) promptly, the Purchaser may proceed to take such remedial action(s) as deemed fit by the purchaser, at the risk and expense of the supplier and without prejudice to other contractual rights and remedies, which the Purchaser may have against the supplier.

12. **Prices**

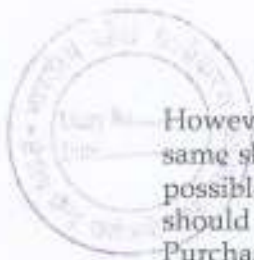
Prices to be charged by the supplier for supply of goods in terms of the contract shall not vary from the corresponding prices quoted by the supplier in its Bid and incorporated in the contract.

13. **Taxes, Duties and Octroi**

13.1 Supplier shall be entirely responsible for all taxes, duties, levies etc. incurred until delivery of the contracted goods to the purchaser. Only statutory variations on finished product if stipulated in Contract shall be allowed to the extent of actual payment by the Supplier.

13.2 **Octroi Duty, Local Duties & Terminal Taxes etc.:**

Normally, goods to be supplied to government departments against government contracts are exempted from levy of town duty, octroi duty, terminal tax and other levies of local bodies. However, on some occasions, the local bodies (like town body, municipal body etc.) as per their regulations allow such exemptions only on production of certificate to this effect from the concerned government department. Keeping this in view, the supplier shall ensure that the stores to be supplied by the supplier against the contract placed by the Purchaser are exempted from levy of any such duty or tax and, wherever necessary, obtain the exemption certificate from the purchaser.



However, if a local body still insists upon payment of such local duties and taxes, the same should be paid by the supplier to the local body to avoid delay in supplies and possible demurrage/detention charges and obtain a receipt for the same. The supplier should forward the receipt obtained for such payment to the Purchaser to enable the Purchaser reimburse the supplier and take other necessary action in the matter.

**14. Terms and Mode of Payment**

**14.1 Payment Terms**

Hundred percent (100 %) payment would be made upon receipt of stores in full & good condition by the consignee against 'Inspection and Acceptance Certificate' issued by consignee certifying that sports equipments have been supplied as approved. The items which are required for installation have been installed and commissioned, subject to recoveries, if any.

14.2 The supplier shall not claim any interest on payments under the contract.

14.3 Where there is a statutory requirement for tax deduction at source, such deduction towards income tax and other taxes as applicable will be made from the bills payable to the Supplier at rates as notified from time to time.

14.4 The supplier shall send its claim for payment in writing, when contractually due, along with relevant documents etc., duly signed with date, to the Purchaser.

14.5 All payments in Indian Rupee will be made through National Electronic Fund Transfer (NEFT)/RTGS systems as per the NEFT Mandate form attached as per Section-III (E).

**15. Delay in the supplier's performance**

15.1 The supplier shall deliver the goods and perform the services under the contract within the time schedule specified by the Purchaser as incorporated in the contract.

15.2 Subject to the provision of Force Majeure under GCC clause 19, any unexcused delay by the supplier in maintaining its contractual obligations towards delivery of goods and performance of services shall render the supplier liable to any or all of the following sanctions:

- (i) Imposition of Liquidated Damages,
- (ii) Forfeiture of its Performance Security and
- (iii) Termination of the Contract for default.

15.3 If at any time during the currency of the contract, the supplier encounters conditions hindering timely delivery of the goods and performance of services, the supplier shall promptly inform the Purchaser in writing about the same and its likely duration and make a request to the Purchaser for extension of the delivery schedule accordingly. On receiving the supplier's communication, the Purchaser shall examine the situation as soon as possible and, at its discretion, may agree to extend the delivery schedule, with or without liquidated damages for completion of supplier's contractual obligations by issuing an amendment to the contract.

15.4 When the period of delivery is extended due to unexcused delay by the supplier, the amendment letter extending the delivery period shall, inter alia contain the following conditions:

- (a) The Purchaser shall recover from the supplier, under the provisions of the clause 16 of the General Conditions of Contract, liquidated damages on the goods and services, which the Supplier has failed to deliver within the delivery period stipulated in the contract.





- (b) That no increase in price on account of any ground, whatsoever, including any stipulation in the contract for increase in price on any other ground and, also including statutory increase in or fresh imposition of customs duty, excise duty, sales tax/CST/VAT/CENVAT, Service Tax and Works Contract Tax or on account of any other tax or duty which may be levied in respect of the goods and services specified in the contract, which takes place after the date of delivery stipulated in the contract shall be admissible on such of the said goods and services as are delivered and performed after the date of the delivery stipulated in the contract.
- (c) But nevertheless, the Purchaser shall be entitled to the benefit of any decrease in price on account of reduction in or remission of customs duty, excise duty, sales tax/CST/VAT/CENVAT, Service Tax and Works Contract Tax or any other duty or tax or levy or on account of any other grounds, which takes place after the expiry of the date of delivery stipulated in the contract.
- 15.5 The supplier shall not despatch the goods after expiry of the delivery period. The supplier is required to apply to the Purchaser for extension of delivery period and obtain the same before despatch. In case the supplier dispatches the goods without obtaining an extension, it would be doing so at its own risk and no claim for payment for such supply and / or any other expense related to such supply shall lie against the purchaser.
16. **Liquidated damages**
- Subject to the provision of Force Majeure under GCC clause 19, if the supplier fails to deliver any or all of the goods or fails to perform the services within the time frame(s) incorporated in the contract, the Purchaser shall, without prejudice to other rights and remedies available to the Purchaser under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to 0.5% per week of delay or part thereof on delayed supply of goods and/or services until actual delivery or performance subject to a maximum of 10% of the contract price.
17. **Termination for default**
- 17.1 The purchaser, without prejudice to any other contractual rights and remedies available to it (the purchaser), may, by written notice of default sent to the supplier, terminate the contract in whole or in part, if the supplier fails to deliver any or all of the goods or fails to perform any other contractual obligation(s) within the time period specified in the contract, or within any extension thereof granted by the Purchaser pursuant to GCC sub-clauses 15.3 and 15.4.
- 17.2 Unless otherwise instructed by the purchaser, the supplier shall continue to perform the contract to the extent not terminated.
18. **Termination for insolvency**
- 18.1 If the supplier becomes bankrupt or otherwise insolvent, the Purchaser reserves the right to terminate the contract at any time, by serving written notice to the supplier without any compensation, whatsoever, to the supplier, subject to further condition that such termination will not prejudice or affect the rights and remedies which have accrued and / or will accrue thereafter to the purchaser.
19. **Force Majeure**
- 19.1 Notwithstanding the provisions contained in GCC clauses 16, 17 and 18, the supplier shall not be liable for imposition of any such sanction so long the delay and/or failure of the supplier in fulfilling its obligations under the contract is the result of an event of Force Majeure.



19.2 For purposes of this clause, Force Majeure means an event beyond the control of the supplier and not involving the supplier's fault or negligence and which is not foreseeable and not brought about at the instance of , the party claiming to be affected by such event and which has caused the non - performance or delay in performance. Such events may include, but are not restricted to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, hostility, acts of public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes excluding by its employees , lockouts excluding by its management, and freight embargoes.

19.3 If a Force Majeure situation arises, the supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof within twenty one days of occurrence of such event. Unless otherwise directed by the Purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

19.4 If the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of Force Majeure for a period exceeding sixty days, either party may at its option terminate the contract without any financial repercussion on either side.

19.5 In case due to a Force Majeure event the Purchaser is unable to fulfill its contractual commitment and responsibility, the Purchaser will notify the supplier accordingly and subsequent actions taken on similar lines described in above sub-paragraphs.

## 20. Termination for convenience

20.1 The Purchaser reserves the right to terminate the contract, in whole or in part for its (purchaser's) convenience, by serving written notice on the supplier at any time during the currency of the contract. The notice shall specify that the termination is for the convenience of the purchaser. The notice shall also indicate interalia, the extent to which the supplier's performance under the contract is terminated, and the date with effect from which such termination will become effective.

20.2 The goods and services which are complete and ready in terms of the contract for delivery and performance within thirty days after the supplier's receipt of the notice of termination shall be accepted by the Purchaser following the contract terms, conditions and prices. For the remaining goods and services, the Purchaser may decide:

- a) To get any portion of the balance completed and delivered at the contract terms, conditions and prices; and / or
- b) To cancel the remaining portion of the goods and services and compensate the supplier by paying an agreed amount for the cost incurred by the supplier towards the remaining portion of the goods and services.

## 21. Fall Clause

- a) The Supplier undertakes that he has not supplied/is not supplying similar products/system or sub-systems to any department of Govt. of India i.e. Central Government/State Government, Statutory Undertakings of Central/State Governments/Local Bodies etc. and as well as to private purchaser, domestic or foreign at a price lower than that offered in the present bid.
- b) If it is found at any stage that similar product/systems or sub systems was supplied by the Supplier to any of the above Organizations as well as to private purchaser, domestic or foreign, at a lower price, then that very price, with due allowance for elapsed time, will be applicable to the present case and the difference in the cost would be refunded by the Supplier to the Purchaser, if the contract has already been concluded.



22. **Withholding and lien in respect of sums claimed.**

Whenever any claim or claims for payment of a sum of money arises out of or under the contract against the Contractor, the Purchaser shall be entitled to withhold and also have a lien to retain such sum or sums in whole or in part from the security, if any, deposited by the Contractor and for the purpose aforesaid, the Purchaser shall be entitled to withhold the said cash security deposit or the security, if any, furnished as the case may be and also have a lien over the same pending finalization or adjudication of any such claim. In the event of the security being insufficient to cover the claimed amount or amounts or if no security has been taken from the Contractor, the Purchaser shall be entitled to withhold and have lien to retain to the extent of the such claimed amount or amounts referred to supra, from any sum or sums found payable or which at anytime thereafter may become payable to the Contractor under the same contract or any other contract with the Purchaser or the Government, pending finalization or adjudication of any such claim and that The Contractor shall have no claim for interest or damages whatsoever on this account or on any other ground in respect of any sum of money withheld or retained under this clause and duly notified as such to the Contractor.

23. **Resolution of disputes**

23.1 If dispute or difference of any kind shall arise between the Purchaser and the supplier in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultations.

23.2 If the parties fail to resolve their dispute or difference by such mutual consultation within twenty-one days of its occurrence, then, either the Purchaser or the supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided the applicable arbitration procedure will be as per the Arbitration and Conciliation Act, 1996 of India. In the case of a dispute or difference arising between the Purchaser and the Supplier relating to any matter arising out of or connected with the contract, such dispute or difference shall be referred to the sole arbitration, appointed to be the arbitrator by the Director (Incharge), Sports Authority of India, Netaji Subhas Regional Centre, Sarojini Nagar, Kanpur Road, Lucknow. The award of the arbitrator will be final and binding on the parties to the Contract.

23.3 Venue of Arbitration: The venue of arbitration shall be the place from where the contract has been issued, i.e., Lucknow only.

23.4 The Courts of Lucknow will have the exclusive jurisdiction to try the disputes.

24. **Applicable Law**

The contract shall be governed by and interpreted in accordance with the laws of India for the time being in force.



**SECTION – VIII**  
**(A) - CONTRACT AGREEMENT**  
**CONTRACT FORM FOR SUPPLY**

**SPORTS AUTHORITY OF INDIA**  
**NETAJI SUBHAS REGIONAL CENTRE,**  
**SAROJINI NAGAR, KANPUR ROAD, LUCKNOW, PIN-226008**

Contract No \_\_\_\_\_ dated \_\_\_\_\_

This is in continuation to this office's Notification of Award No \_\_\_\_\_ dated \_\_\_\_\_

1. Name & address of the Supplier: \_\_\_\_\_
2. Purchaser's Bidding Document No \_\_\_\_\_ dated \_\_\_\_\_ and subsequent Amendment No \_\_\_\_\_, dated \_\_\_\_\_ (if any), issued by the purchaser.
3. Supplier's Bid No \_\_\_\_\_ dated \_\_\_\_\_ and subsequent communication(s) No \_\_\_\_\_ dated \_\_\_\_\_ (if any), exchanged between the supplier and the Purchaser in connection with this Bid.
4. In addition to this Contract Form, the following documents etc, which are included in the documents mentioned under paragraphs 2 and 3 above, shall also be deemed to form and be read and construed as integral part of this contract:
  - (i) General Conditions of Contract;
  - (ii) Schedule of Requirements;
  - (iii) Technical Specifications;
  - (iv) Bid Form furnished by the supplier;
  - (v) Price Schedule(s) furnished by the supplier in its Bid;
  - (vi) Manufacturers' Authorisation Form (if applicable for this Bid);
  - (vii) Purchaser's Notification of Award
5. Some terms, conditions, stipulations etc. out of the above-referred documents are reproduced below for ready reference:

(i) Brief particulars of the goods and services which shall be supplied/ provided by the supplier are as under:

Schedule No.	Brief description of goods	Accounting unit	Unit Price	Quantity to be supplied	Total price	Terms of delivery

Any other additional services (if applicable) and cost thereof: \_\_\_\_\_

Total value (in figure) \_\_\_\_\_ (In words) \_\_\_\_\_

- (ii) Delivery schedules:
- (iii) Details of Performance Security:
- (iv) Consignee:
- (v) Warranty Period:
- (vi) Payment terms:

\_\_\_\_\_  
(Signature, name and address  
of the purchaser's authorised official)  
For and on behalf of Director General, Sports Authority of India

Received and accepted this contract

\_\_\_\_\_  
[Signature with date, name and designation]  
for and on behalf of Messrs \_\_\_\_\_

\_\_\_\_\_  
[Name & address of the manufacturers]  
(Seal of the supplier)

Date \_\_\_\_\_

Place: \_\_\_\_\_



## SECTION – VIII

### (B) BANK GUARANTEE FORM FOR PERFORMANCE SECURITY

To

Director  
Sports Authority of India  
Netaji Subhas Regional Centre,  
Sarojini Nagar, Kanpur Road,  
Lucknow, (U.P.)  
Pin-226008.

[The bank, as requested by the successful Bidder, shall fill in this form in accordance with the instructions indicated]

Date: [insert date (as day, month, and year) of Notification of Award]  
and Contract No. \_\_\_\_\_

Bank's Branch or Office: [insert complete name of Guarantor]

Beneficiary: Sports Authority of India, Netaji Subhas Regional Centre, Sarojini Nagar,  
Kanpur Road, Lucknow, (U.P.) Pin-226008.

**PERFORMANCE GUARANTEE No.:** [insert Performance Guarantee number]

We have been informed that [insert complete name of Supplier] (hereinafter called "the Supplier") has entered into Contract No. [insert number] dated [insert day and month], [insert year] with you, for the supply of [description of Goods and related Services] (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a Performance Guarantee is required.

At the request of the Supplier, we hereby irrevocably undertake to pay you any sum(s) not exceeding [insert amount(s) in figures and words] upon receipt by us of your first demand in writing declaring the Supplier to be in default under the Contract, without cavil or argument, or your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This Guarantee shall expire no later than the [insert number] day of [insert month] [insert year], and any demand for payment under it must be received by us at this office on or before that date. This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458, except that subparagraph (ii) of Sub-article 20(a) is hereby excluded.

[signatures of authorized representatives of the bank and the Supplier]



**SECTION – VIII**  
**(C) – INSPECTION & ACCEPTANCE CERTIFICATE**

Certified that the following store(s) has/ have been received in full & good condition as per the contract specifications and terms & conditions of contract:

- |                                     |   |       |
|-------------------------------------|---|-------|
| 1. Contract No. & Date              | : | _____ |
| 2. Supplier's Name & Address        | : | _____ |
| 3. Consignee                        | : | _____ |
| 4. Name of the item supplied        | : | _____ |
| 5. Quantity Supplied & Received     | : | _____ |
| 6. Date of Receipt by the Consignee | : | _____ |
| 7. Damages/Shortages/Recoveries     | : | _____ |
| 8. Remarks, if any                  | : | _____ |
|                                     |   | _____ |
| 9. Ledger Entry Details             | : | _____ |

(                    )                    (                    )                    (                    )

Signatures of Inspection & Acceptance Committee Members

Counter signed by Head of the Centre with stamp

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

Place: \_\_\_\_\_