

**SPORTS AUTHORITY OF INDIA**  
**NORTHERN REGIONAL CENTRE, SONEPAT**

**TENDER FOR SUPPLY OF SPORTS KIT ITEMS FOR NATIONAL CAMPERS FOR THE YEAR 2013-14**

TENDER FORM NO: \_\_\_\_\_

Last Date & Time for sale of Tender Forms – 11<sup>th</sup> March, 2013 upto 12.00 Noon

Last Date & Time for receipt of Tenders - 12<sup>th</sup> March, 2013 upto 2.30 PM

Date & Time for opening of Tender - 12<sup>th</sup> March, 2013 at 3.00 PM

- 1.1 Sports Authority of India invites sealed tender from the reputed manufacturers/authorised dealer of brands namely Addidas, Nike, Puma, Reebok etc. The sports kit consisting of track suit, shorts, T- shirts, warm up shoes, socks and kit bags.
- 1.2 The word “Tenderer” as used the tender document shall mean the one who has signed the tender form. The tenderer may be either the manufacturer of the goods for which price is quoted in the tender form or a duly “Authorised Dealer” in that case he/she shall submit a certificate of dealership from the manufacturer.
- 1.3 The individual signing the tender or other document in connection with the tender must certify whether he/she sign as:-
  - a) A ‘Sole Proprietor’ of the firm or constituted attorney of such sole proprietor.
  - b) A ‘Partner’ of the firm if it be a partnership firm, in that case he/she must have authority to refer to arbitration disputes concern of the business of the partnership either by virtue of the partnership agreement or Authority Letter. In the alternative, the tender should be signed by all partners.
  - c) Constituted Attorney of the firm, if it is a company.
- 1.4 The tender document duly completed in all respects should be submitted in three separate sealed Envelopes address to Director (Incharge), SAI, Northern Regional Centre, G.T. Road, Bahalgarh, Sonapat (HR) -131021.

**Envelope - A:**

Shall contain Demand Draft/Pay order of Earnest Money of Rs. 40,000/-. The Earnest Money Deposit (EMD) shall be deposited in the form of Pay Order/Demand Draft in favour of Director (Incharge), SAI, Northern Regional Centre, G.T. Road, Bahalgarh, Sonapat. In case of downloading of tender from our website i.e. **sportsauthorityofindia.nic.in**, pay order/demand draft for **Rs 500/-** towards cost of tender form shall be submitted by separate Demand Draft as per above details in Envelop ‘A’.

**Envelope - B:**

This envelope shall contain the list of samples, submitted to SAI, Northern Regional Centre, G.T. Road (Bahalgarh), Sonapat along with one sample of each quoted brand of sports kit items free of cost (non-selected samples returnable), having name of Tenderer/Brand as per proforma at Annexure – I and tender document duly signed by tenderer.

**Envelope – C:**

Envelope – C shall contain the Financial Bid Documents indicating item price for the items mentioned in the Technical Bid. The format for submitting the Financial Bid is given in Annexure – II.

All the three envelopes should be submitted in one envelope duly sealed. Envelope A&B submitted by the tenderers will be opened at the time and date as given in the tender document. Envelope ‘C’ i.e. Financial Bid of only those bidders will be opened whose documents are found in order and the sports kit items offered by them are found acceptable by the Competent Authority. Date and time for opening of the Envelope ‘C’ will be conveyed later on.

- 1.5 The words “TENDER FOR SUPPLY OF SPORTS KIT ITEMS” Be SUPERSCRIPED ON THE TOP LEFT CORNER OF Envelope bearing complete name & address of the tenderer.
- 1.6 The tender should be submitted by 12<sup>th</sup> March, 2013 at 2.30 PM which will be opened in the meeting room, Administrative Building, SAI, NRC, Sonapat on the same day at 3.00 PM
- 1.7 Each page of the tender should be signed by the tenderer or his duly authorised signatory and the name and designation should be mentioned in block letters. Individual signing the tender must indicate whether he/she is the sole proprietor/partner of the firm/constituted attorney of the firm.
- 1.8 Tender received late/vogue/conditional/incomplete not confirming to the laid down procedure bids, or having any cutting/overwriting or discrepancy between words and figures in any respect, will be rejected.
- 1.9 In case of difference arising in the terms and conditions of this tender documents or/ of the firm the former will prevail or as may be decided by Director (Incharge), SAI, Northern Regional Centre, G.T. Road, Bahalgarh, Sonapat.
- 1.10 The tenderer will supply one sample of each approved items free of cost (non-selected samples returnable) to SAI, NRC, Sonapat.
- 1.11 SAI if it deems fit, reserves the right to invite the lowest bidders for negotiations.

- 1.12 The tenderer should also submit signed undertaking that they shall comply rules and regulations of State of State/Central organisation in regard to tax/excise etc.
- 1.13 The tenderer should also submit signed undertaking that they have read the complete tender document, understood it and will abide by its terms and conditions.
- 1.14 The tender documents are neither transferable nor the cost of tender document is refundable under any circumstances.
- 1.15 Submission of tender document shall not constitute that the tenderer automatically qualified.
- 1.16 If even after approval, information/facts submitted by a tenderer are found misleading/incorrect/false etc. , SAI reserves right to disapprove an item (s) for the current/future rate contract or may impose penalties as it deemed fit. Non compliance of any of the terms of tender and future instructions by Director (Incharge), SAI, Northern Regional Centre, will also warrant above penalties.
- 1.17 Supply of General Kit items may be staggered according to the orders placed from time to time during the year and place of supply.
- 1.18 These are only proposed draft terms and conditions. It can be modified, changed or added to at the time of finally concluding and signing the agreement.
- 1.19 In order to decide eligibility, copies of the following documents would be supplied with bid:-
- a) Income Tax Clearance Certificate
  - b) Income Tax Permanent Account Number
  - c) Audited Balance Sheet of last three financial years and liquidity certificates from banks having the account of the manufacturer/supplier/distributor. **The minimum annual turn over of the firm should be Rs.50.00 lakhs per year.**
  - d) The authorized distributors would also give an undertaking as follows:-  
“That they will be responsible for all the contractual obligations including uninterrupted supply, quality aspects, replacement of items and warranty/guarantee obligations.”
  - e) Details of pending cases/disputes/claims with arbitration courts/consumer forums etc. Will be disclosed whether by or against the party.

Quotations received without the above documents will be summarily rejected.

- 1.20 Tenders from those tenderers who have not purchased the tender documents from SAI, NRC, Sonapat and not paid the cost of tender document, if downloaded from the website, will not be considered.
- 1.21 Tender sent by fax will not be accepted.
- 1.22 Conditional tenders will be summarily rejected. Only an unambiguous price should be quoted.
- 1.23 The parties shall make endeavour to settle by mutual conciliation any claim, dispute or controversy (“Dispute”) arising out of or in regard to the contract including any dispute with respect to the existence or validity of contract the interpretation of contract, the activities to be performed their under or any breach thereof, Any dispute which cannot be resolved through, such conciliation within 30 days or such extended period as the parties may agree, shall be finally settled in accordance with the provision of the Arbitration and Conciliation Act, 1996 by arbitrator of SAI, NRC, Sonapat.
- 1.24 In case of litigation, the courts as Sonapat only will have jurisdiction for deciding case according to Indian law in force.
- 1.25 Sports Authority of India, Northern Regional Centre, G.T. Road, Bahalgarh, Sonapat reserves the right to reject any or all the tenders without assigning any reason.
- 1.26 The Director (Incharge), SAI, NRC, Sonapat is the accepting authority of the tender. In the matter of award of contract or otherwise, his decision will be final.
- 1.27 The successful tenderer will also give an undertaking that firm will not sale the items noted in the bid at the lower rate to other parties/ individual.

**ANNEXURE I**

**TECHNICAL BID**

TENDER NO. \_\_\_\_\_

EMD Bank Draft No. \_\_\_\_\_ . As submitted in

envelope 'A' ( complete address in Capital Letters)

Date \_\_\_\_\_

For Rs. \_\_\_\_\_

SN	Name of Item	Brand	Technical Bid	No. of Samples submitted

AUTHORISED SIGNATORY AND STAMP

**ANNEXURE - II**

**FINANCIAL BID DOCUMENT TO BE SUBMITTED IN ENVELOPE 'C'**

Sr.No.	Name of Item	Estimated requirement	Rate per piece (Rs)	Specification
1.	Sports Shoes ( One pair)	200 pairs	Rs. 3500/- per pair	
2.	Track Suit (One)	200 Nos.	Rs. 2500/- per piece	
3.	T Shirts (Two )	400 Nos.	Rs. 800 /- per piece	
4.	Socks (Two pair)	400 Nos.	Rs. 125/- per pair	
5.	Kit Bag (One)	200 Nos.	Rs. 1200/- Per piece	
6.	Shorts ( One )	200 Nos.	Rs. 700/- Per piece	

- The number of kit items may vary subject to allotment of camp to NRC, Sonapat.
- Each item should be submitted in separate envelope. The firm name and item name should be written on each envelope. If two or three samples given for the same item then A, B or C will be marked on each envelope.
- Branch Unit Price inclusive of all charges
- Excluding VAT/Sales Tax & Freight

**Commercial Terms**

We hereby undertake that no extra charges or any account will be claimed except as mentioned above.

We hereby undertake to strictly abide by the commercial and other terms laid down in the tender.

**(AUTHORISED SIGNATUROY)  
NAME IN BLOCK LETTERS  
SEAL OF THE TENDERER**

**NOTE: One proforma is to be submitted for one brand only.**

**ANNEXURE -III**

**CONDITIONS OF CONTRACT**

- 1 Rates should be valid for 12 month. No escalation in price on any account will be acceptable.
- 2 Sales Tax/VAT and transportation charges as applicable will be paid extra and no other charges / Levi shall be paid
- 3 Payment will be released after satisfactory supply and receipt of goods, supplied as per supply order.
- 4 The manufacturer/ supplier should be able to give minimum guarantee of six months in case warming up shoes, track-suit and t-shirts and other items against manufacturer defects, and undertake to replace defective products at no extra cost with in a month of the defect being brought to notice of the manufacturer/ supplier. Failing which SAI will procure the goods against the defective products at the risk of the supplier.
- 5 The manufacturer/ supplier should be able to supply the quality of approved items required at SAI, NRC, Sonipat within 10 days from the date of receipts of supply order.
- 6 The following documents are to be required to be submitted along with technical Bid mentioned at Annexure- 1 .
  - A) Registration No. of the firm (photocopy enclose)
  - B) Total turn over during the last three preceding financial years duly certified by Chartered Accountant.
  - C) PAN and IT Assessment order for the last three years duly (photocopy enclose)
  - D) Registration Certificate of service Tax (photocopy enclose)
- 7 In case of sort supply or poor quality or of any other complaint, SAI NRC, Sonipat reserve the right of imposing L.D penalty @ Rs. 2% of the value of supply order subject to maximum 10 % of the total cost of supply order from the security Deposit. And also disapprove a brand/ all brands of the form or may take any other action as deemed fit.
- 8 If 5 % or more of any item of any one or more lots of supply, is found to be defective in material size, quality or any other defect of specification or manufacturing, then a penalty of 10% of the total price of the lot in addition to refund for returned/ rejected goods, will become payable to SAI NRC, Sonipat.

## ANNEXURE-IV

### **SCHEDULE OF REQUIREMENT OF SPORTS KIT**

S.No	Name of Item	Estimated requirement
1	Sports Shoes	200 pairs
2	Track Suit	200 Nos.
3	T- Shirts	400 Nos.
4	Socks	400 pairs
5	Kit bag	200 Nos.
6	Shorts	200 Nos.

**NOTE:**

The total cost of sports kit items per person is Rs. 10,000/- comprising of one track suit, one pair sports shoes, two t shirts, two socks and one kit bag for 200 campers.

The number of kit items may vary subject to allotment of camps to NRC, Sonipat.

**ANNEXURE – V**

**FORMAT FOR SUBMISSION OF THE TENDER OF LETTER HEAD OF THE FIRM**

TO,

The Director Incharge  
Sports Authority of India,  
Northern regional centre, Joshi Chauhan  
G.T Road (Bahalgarh)  
Sonipat (HR)

SUB: **TENDER FOR SUPPLY OF SPORTS KIT ITEMS FOR CAMPERS OF SAI**  
**NORTHERN REGIONAL CENTRE, SONEPAT (HR)**

In response to the Tender Notice published in the ..... On ....., I had purchased Tender Form No .....from your office/I had download tender from website <http://www.sportsauthorityofindia.nic.in> and have deposited cost of tender alongwith EMD.

I am sending herewith my tender document as under:

- 1 Earnest Money Crossed Bank demand Draft No. \_\_\_\_\_ dated \_\_\_\_\_ for Rs. \_\_\_\_\_ in envelope 'A'. in case of downloading of tender form from the website, the pay order / demand draft for Rs. 500/- towards cost of tender form shall also be submitted by separate demand draft as per above detail in Envelope – A.
- 2 Documents as mentioned in clause 1.19 of the tender document:
  - Income Tax Clearance Certificate.
  - Income Tax Permanent Account Number.
  - Audited balance sheet for the last two financial years and liquidity certificates from banks having the account of the manufacturer / supplier.
  - The authorized distributors would also given an undertaking as follows:-  
“*That they will be responsible for all the contractual obligation including uninterrupted supply, quality aspect, replacement of items and warranty/ guarantee obligations.*”
  - Details of pending cases / disputes/ claims with arbitration courts / consumer forums etc. will be disclosed whether by or against the party.

Date.....

Encl. As above.

**AUTHORUSED SIGNATORY  
(NAME IN BLOCK LETTERS)**

**SEAL OF THE TENDERER**

**ANNEXURE – II – B**

**FORMAT OF AFFIDAVIT FOR SUBMISSION OF THE TENDER ON JUDICIAL STAMP PAPER**

Certified that the quality of goods quoted in the tender are correct and as per specification and allied technical details mentioned in tender form.

The deponent is liable to pay damage out of the security in case of any defect. Director (Incharge), SAI NRC may impose penalty as deemed fit & will have right to make recovery from Security or to make deduction from the bill.

**Deponent**

