



**e-Bidding Document for Supply of
Consumable & Non Consumable Sports Equipment at
SAI CRC Bhopal for the year 2019-20**

**SPORTS AUTHORITY OF INDIA, UDHAV DAS MEHTA (BHAI JI),
CENTRAL REGIONAL CENTRE, GRAM GORA, BISHENKHERI,
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DISCLAIMER

This RFP is being issued by Sports Authority of India (SAI) for procurement Sports Equipments on such terms and conditions and technical specifications as set out in this RFP document.

It is hereby clarified that this RFP is not an Agreement and is not an offer or invitation by SAI to any party hereunder. The purpose of this RFP is to provide the bidder (s) with information to assist in the formulation of their proposal submission. This RFP document does not purport to contain all the information bidders may require. This RFP document may not be appropriate for all persons and it is not possible for SAI to consider particular needs of each bidder. Each bidder should conduct its own investigation and analysis, and should check the accuracy, reliability and completeness of the information in this RFP document and obtain independent advice from appropriate sources. SAI and their advisor make no representation or warranty and shall incur no liability financial or otherwise under any law, statute, rules or regulations or otherwise as to the accuracy, reliability or completeness of the RFP document.

SAI in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document.

INDEX

Section	Topic	Page No.
PART-1 BIDDING PROCEDURE		
Section I	- Invitation for Bid (IFB) -----	4-5
Section II	- (A) Instructions to Bidders (ITB) -----	6-17
	- (B) Instruction for Online Bid Submission -----	18-20
Section III	- (A) Qualification Criteria -----	21
	- (B) Performance Statement- -----	22
Section IV	Bidding Forms:	
	- (A) Bid Submission Form-----	23
	- (B) Form of Power of Attorney-----	24
	- (C) Price Schedules -----	25
	- (D) Manufacturer’s Authorisation Form -----	26
	- (E) National Electronic Fund Transfer (NEFT) Form-----	27
	- (F) Letter of Authorisation from bidder-----	28
	- (G) Disclosure of conflict of interest-----	29
	- (H) Disclosure of Code of Integrity -----	30
	- (I) Affidavit/undertaking-----	31
	- (J) Bank Guarantee Form for Bid Security-----	32
PART-2 –SUPPLY REQUIREMENTS		
Section V	- Schedule of Requirements & Technical Specifications -----	33-36
PART-3 –CONTRACT		
Section VI	- General Terms & Conditions (GTC) -----	37-46
Section VII	- Contract Forms	
	(A) Contract Agreement -----	47
	(B) Bank Guarantee Form for Performance Security-----	48
	(C) Inspection & Acceptance Certificate (IAC) -----	49
	(D) List of samples, if any submitted-----	50
	(E) Check List-----	51-52
	(F) Completion Certificate-----	53

SECTION- I

INVITATION FOR BID (IFB)

1. Sports Authority of India (SAI), Central Regional Centre, Bhopal, invites online bids (**Manual bids shall not be accepted**) on two bid system for Supply of Consumable & Non Consumable Sports Equipment at SAI CRC Bhopal as given under:

1.	Scope of Work	Supply of Consumable & Non Consumable Sports Equipment at SAI CRC Bhopal for the year 2019-20
2.	Bid Reference No.	127/SAI/RDCC/Sports/Equip./2019
3.	Date of issue	22.10.2019
4.	Earnest Money	EMD of Rs.1,50,000/- (Rupees One Lakh fifty thousand only)
5.	Last Date for Submission	11.11.2019 04:00 PM
6.	Address for Offline Submission EMD	Scanned copy of Earnest Money (Bid Security) is to be uploaded online and Hard Copy of same must be sent to the office of Director Incharge, SAI CRC Bhopal, Gram Gora, Bishenkheri, Post- Suraj Nagar, Bhopal (Madhya Pradesh) Pin-462044 on or before Bid Submission Date & Time as mentioned in Critical Date Sheet, If hard copy of the same is not received on or before bid closing date & time, the tender will be rejected.
7.	Date of Opening of Technical bid	12.11.2019 at 04:00 PM
8.	Date of Opening of Financial bid	Will be notified at a later date after completion of technical evaluation
9.	Contact for any queries	rdsaibho-mp@gov.in 0755-2696930, 2970823

SCHEDULE OF BIDDING PROCESS WITH KEY DETAILS (CRITICAL DATE SHEET)

Publication of the Tender Document	22.10.2019 (06:30 PM)
Downloading of Bid Document Start Date	22.10.2019 (06:55 PM)
Downloading of Bid Document End Date	11.11.2019 (04:00 PM)
Bid Submission Start Date	22.10.2019 (06:55 PM)
Bid Submission End Date	11.11.2019 (04:00 PM)
Clarification Start Date	22.10.2019 (06:55 PM)
Clarification End Date	04.11.2019 (06:00 PM)
Technical Bid Opening Date	12.11.2019 (04:00 PM)

2. Bidder may also download the Bidding Documents from the web site- www.sportsauthorityofindia.nic.in www.saicrc.in & 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 CPP website: <http://eprocure.gov.in/eprocure/app> Tenderers/Bidders are advised to follow the instructions provided in the **General Terms & Conditions** for the e-submission of the bids online through the Central Public Procurement Portal for e-Procurement at <http://eprocure.gov.in/eprocure/app>
4. Tenderer who has downloaded the tender from the Central Public Procurement Portal (CPP) website <http://eprocure.gov.in/eprocure/app> and SAI website www.sportsauthorityofindia.nic.in **shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if it is found to be tempered/ modified in any manner**, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with SAI.
5. Intending tenderers are advised to visit again CPP website <http://eprocure.gov.in/eprocure/app> and SAI website www.sportsauthorityofindia.nic.in at least 3 days prior to closing date of submission of tender for any corrigendum / addendum/ amendment.
6. **Manual bid shall not be accepted.**

(Rajinder Singh)
Director Incharge
SAI CRC Bhopal

SECTION – II (A)

INSTRUCTIONS TO BIDDERS (ITB)

(a) PREAMBLE

1. Definitions and Abbreviations

- i) The following definitions and abbreviations, which have been used in these documents shall have the meanings as indicated below:
- ii) Definitions:
 - a. **“Purchaser”** means the organisation purchasing goods and services as incorporated in the Tender Enquiry documents i.e, **supply of consumable & non consumable sports equipment at SAI CRC Bhopal for the year 2019-20.**
 - b. **“Tender”** means bids/quotations/Tender received from a Firm/ Bidder.
 - c. **“Bidder”** means bidder/the individual or firm submitting bids/Quotations/Tender.
 - d. **“Supplier”** means the individuals or the firm supplying the goods and services as incorporated in the tender enquiry document.
 - e. **“Goods”** means the instruments, equipment, etc., which the supplier is required to supply to the purchaser under the tender enquiry document/supply order.
 - f. **“Services”** means services allied and incidental to the supply of goods, such as transportation, installation, commissioning, provision of technical assistance, training, after sales service, maintenance service and other such obligations of the supplier covered under the tender enquiry document/supply order.
 - g. **“Earnest Money Deposit”** (EMD) means Bid Security/monetary or financial guarantee to be furnished by a bidder along with its tender.
 - h. **“Contract”** means the written agreement entered into between the purchaser and/or consignee and the supplier, together with all the documents mentioned therein and including all attachments, annexure etc., therein.
 - i. **“Performance Security”** means monetary or financial guarantee to be furnished by the successful bidder for due performance of the Letter of Award placed on it. Performance Security is also known as Security Deposit.
 - j. **“Consignee”** means person to whom the goods are required to be delivered to a person as an interim consignee for the purpose of person is the consignee, also known as ultimate consignee.
 - k. **“Specification”** means the document/standard that prescribes the requirement with which goods or service has to conform.
 - l. **“Inspection”** means activities such as measuring, examining, testing, gauging one or more characteristics of the product or service and comparing the same with the specified requirement to determine conformity.
 - m. **“Day”** means calendar day.

iii) Abbreviation:-

- a. **“TE Document”** means Tender Enquiry Document
- b. **“NIT”** means Notice Inviting Tenders
- c. **“ITB”** means Instruction to Tenders
- d. **“GTC”** means General Terms & Conditions
- e. **“NSIC”** means National Small Industries Corporation
- f. **“DP”** means Delivery Period
- g. **“ED”** means Excise Duty
- h. **“CD”** means Custom Duty
- i. **“VAT”** means Value Added Tax
- j. **“CENVAT”** means Central Value Added Tax
- k. **“GST”** means Goods and Services Tax
- l. **“FOR”** means Free on Rail/Road
- m. **“CIF”** means Cost, Insurance and Freight

2 Introduction

- 2.1 This bid document is for procurement of items as mentioned in **Section -V “Schedule of Requirements**.
- 2.2 This Section (**Section II**) provides 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 of bids as well as scrutiny and evaluation of bids and subsequent placement of letter of award/supply order.
- 2.3 Before formulating the bid and submitting the same to the Purchaser, the bidder should read and examine all the terms and conditions, instructions, specifications etc. contained in the bid document. Failure to provide and/or comply with the required information, instructions etc. incorporated in this bid document, may result in rejection of the bid.

3 Language of Bid

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 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 purpose of interpretation of the bid, the English translation shall prevail.

4 Eligible Goods and related services

All goods and related services to be supplied under the tender enquiry document/supply order shall have their origin in India or any other country with which India has not banned trade relations. The term “origin” used in this clause means the place where the goods are mined, grown, produced, or manufactured or from where the related services are arranged and supplied.

5 Tendering Expenses

The Bidders shall bear all costs and expenditure incurred and/or to be incurred by it in connection with its tender including preparation, mailing and submission of its tender and for subsequent processing the same. The purchaser will, in no case be responsible or liable for any such cost, expenditure etc regardless of the conduct or outcome of the tendering process.

6 Local Conditions

It is imperative that each bidder fully acquaints himself with all the local conditions and factors, which would have any effect on the performance/completion of the contract in all respect. Bidders would themselves be responsible for compliance with Rules, Regulations, Laws and Acts in force from time to time in India and/or country of manufacture and supply. On such matters, the purchaser shall not entertain any request from the bidders.

(b) BIDDING DOCUMENTS

7 Content of Bidding Documents

In addition to **Section I** – “Invitation for Bid” (IFB), the Bid Document includes several Sections up to **Section VII**. These Sections are:

Section II (A)	Instructions to Bidders (ITB)
Section II (B)	Instructions for Online Submission of Bids.
Section III	Qualification Criteria & Performance Statement
Section IV	Bidding Forms
Section V	Schedule of Requirements & Technical Specifications
Section VI	General Terms & Conditions
Section VII	Contract Forms

8 Amendment(s) to Bid Document

- 8.1 At any time prior to the deadline for submission of bid, the Purchaser 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.
- 8.2 Such an amendment to the bid document will be uploaded on SAI website: www.sportsauthorityofindia.nic.in & www.saicrc.in and Central Public Procurement (CPP) Portal of Government of India i.e. www.eprocure.gov.in only.
- 8.3 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.
- 8.4 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.

9 Modifications/withdrawal of bids

The bidder, after submitting the bid, is permitted to submit alterations/modifications to the bid, so long such alterations/ modifications are received duly sealed and marked like original bid, up-to the date and time of submission of bid. Any amendment/modification submitted after the prescribed date and time of receipt of bids is not to be considered.

10 Clarification of Bid Document

- 10.1 Bidder requiring any clarification or elucidation on any issue in respect of the bid document 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 15 days prior to the prescribed original date of submission of bid.
- 10.2 Any clarification issued by Purchaser in response to query (ies) raised by the prospective bidders shall form an integral part of bid document and it may amount to an amendment of the relevant clause(s) of the bid document.

11 Late bids

Any bid submitted after the specified date and time for submission of bids shall not be considered.

12 Bid format

The bidders are to furnish their bids as per the prescribed format at **Section IV (A)** and also as per the instructions incorporated in the bid document.

(c) PREPARATION OF BIDS

13 Documents comprising the bid

The two bid system, i.e, “**Technical Bid**” and “**Financial Bid**” prepared by the bidder shall comprise of the following:-

14 Technical Bid:

The Bidder shall submit the scanned copy of following documents along with company file while submitting the bid documents:-

- 14.1 Bid Security is to be furnished in accordance with clause 22 of ITB and bid submission as per form at **Section IV (A)**.
- 14.2 Authorization Certificate issued by Original Equipment Manufacturer (OEM) in favor of the bidder, if the bidder is not the Manufacturer of the goods to be supplied.
- 14.3 Self-attested ID proof, address proof, Pan Card and a recent passport size colored photograph of authorized representative.
- 14.4 Bidder/Agent who quotes for items manufactured by OEM shall furnish scanned copy of Manufacturer’s Authorization Form as per **Section IV (D)**.
- 14.5 Certificate of Incorporation/ Registration Certificate of the firm / Company/Agency.
- 14.6 Documents mentioned in the qualification criteria as per **Section III (A)**.
- 14.7 “Performance Statement” as per form in **Section III-B**.
- 14.8 National Electronic Fund Transfer (NEFT Form) as per **Section IV- (E)** for payment in Indian Rupee.
- 14.9 Certificate of Chartered Accountant showing annual average turnover of Rs.40 lac for the last three financial years i.e. 2016-17, 2017-18 & 2018-19. (If audited turnover for the year 2018-19 is not available than audited turnover for the year 2016-17 should be submitted)
- 14.10 Goods & Services Tax Registration Certificate
- 14.11 Valid PAN,
- 14.12 TIN (Tax Payer Identification Number)/TAN/VAT, If applicable
- 14.13 All pages of the technical bid should be page numbered and indexed.
- 14.14 The authorized signatory of the bidder must sign the bid, duly stamped at appropriate places with initial on all the remaining pages of the bid.
- 14.15 Copy of the Technical Specifications, Make, Model or Catalogue/leaflet of the product proposed to be supplied with complete specifications.

- 14.16 Detailed specifications along with make and model of the goods which the bidder proposes to supply. In case, the configuration/specifications offered by the bidder are found to be inferior to the configurations/specifications prescribed in the nomenclature **Section V**, then the tender of such bidders shall be rejected outrightly.
- 14.17 Solvency of Rs.40.00 Lakh certified by his bankers.
- 14.18 The bidder should not be debarred/blacklisted during the last financial years.

Note:-

- i. *The bidding companies /firms /agencies are required to attest (self attestation) the scanned copies of documents, along with the bid, signed on each page with seal, to establish the bidders' eligibility and qualifications failing which their bid shall be summarily rejected and will not be considered. The bidders are responsible for what they attest and claim; if, later on, it is found that whatever has been attested by the bidder is not true/ correct, the company/ firm / agency of the bidder will render itself liable for punitive action including black- listing for purpose of procurement of any item(s), in addition to attracting penal provisions of the agreement.*
- ii. *The bidders shall execute necessary instrument and documents required by SAI/purchaser in relation to the bidding documents and shall adhere to all notification/amendments as may be issued by the purchaser from time to time. All costs (including taxes, stamp duties and registration charges if any shall be borne by the bidders)*
- iii. *The Technical bid shall not include any financial information. Such a bid shall be summarily rejected.*

Note: The bidder are requested to upload the technical bid having the above mentioned documents online in PDF Format.

15 Financial Bid: - This should be uploaded online in the prescribed **BoQ** format of bid document.

- 15.1 The bidder shall quote the basic price inclusive of taxes & duties except GST. The basic unit price shall be indicated individually against all the items.
- 15.2 **The bidder may quote rates for all items given in the BoQ.** The offer shall be in Indian Rupees only.
- 15.3 Statutory variations in GST, if any, shall be reimbursed against the proof of payment to the statutory authority during the period from the date of the tender to the date of acceptance of the tender (that is placement of the contract) and during the original/extended delivery period of the contract.
- 15.4 The unit price shown in the financial bid will be inclusive of taxes & duties. The bidder shall quote GST separately in the given column of price schedule **BoQ**. Statutory variations in such duties, if any, shall be reimbursed against the proof of payment to the statutory authority during the period from the date of the tender to the date of acceptance of the tender (that is placement of the contract) and during the original/extended delivery period of the contract.
- 15.5 No condition shall be attached to the Financial Bid. Conditional bids shall be summarily rejected.
- 15.6 The bid of 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.

Note: The bidder are requested to upload the Financial bid online in BoQ format.

16 Bid currency

- 16.1 The bidder shall quote only in Indian Rupees.
- 16.2 Tenders, where prices are quoted in any other way shall be treated as non-responsive and rejected.

17 Bid Price

17.1 The Bidder shall indicate on the Price Schedule provided under **BoQ** 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.

17.2 Local Duties & Taxes:

Normally, goods to be supplied to government departments against government contracts are exempted from levy of town 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 goods/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.

17.3 The need for indication of all such price components by the Bidders 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.

18 Firm Price

The prices quoted by the bidder shall remain firm and fixed during the currency of contract and not subject to variation on any account. As regards, taxes and duties, if any chargeable on the items, **clause 15 of** this Section will be applicable.

19 Alternative Bids are not allowed.

20 Documents establishing bidder's eligibility and qualifications

20.1 The bidder shall furnish, as part of its bid, relevant details and documents establishing its qualifications to perform the tender enquiry document/supply order/letter of award.

20.2 The documentary evidence needed to establish the bidder's qualifications:

20.3 In case the bidder offers to supply items, which are manufactured by OEM, the bidder should be duly authorized by the 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-D** of this document.

21 Documents establishing Good's Conformity to TE Documents.

21.1 The bidders shall provide in its tender the required as well as the relevant documents like technical data, literature, drawings etc. to establish that the goods and services offered in the tender fully conform to the goods and services specified by the purchaser in the TE documents. For this purpose the bidders shall also provide a clause-by-clause commentary on the technical specifications and other technical details incorporated by the purchaser in the TE documents to establish technical responsiveness of the goods and services offered in its tender.

- 21.2 In case there is any variation and/or deviation between the goods & services prescribed by the purchaser and that offered by the bidders, the bidder shall list out the same in a chart form without ambiguity and provide the same along with its tender.
- 21.3 If a bidder furnishes wrong and/or misleading data, statement(s) etc. about technical acceptability of the goods and services offered by it, its tender will be liable to be ignored and rejected in addition to other remedies available to the purchaser in this regard.

22 Bid Security/Earnest Money Deposit (EMD)

- 22.1 **EMD/ Bid Security:** Bidder should furnish an EMD of an amount of **Rs.1,50,000/- (Rupees one lac fifty thousand only)**. This EMD should be submitted in sealed envelope super-scribed as EMD & Tender No **127/SAI/RDCC/Sports/Equip./2019 Date 22nd October, 2019** on or before last date & time of submission of bids. In the absence of EMD, the tender will be rejected. In the event of the awardee bidder backing out, EMD of that bidder will be forfeited.

This envelope having EMD should reach to the Office of Director, Incharge, Sports Authority of India, Central Regional Centre, Gram Gora, Bishenkheri, Post Suraj Nagar, Bhopal, Madhya Pradesh Pin-462044 on or before last date & time of submission of bid , i.e. on or before 04:00 pm, 11th November, 2019.

- 22.2 In case, as per notification of Government of India, 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.

- 22.3 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 from any commercial banks (as per the format at Section Section-IV-J)

- 22.4 The Demand Draft, Fixed Deposit Receipt, Banker's Cheque shall be drawn on any Commercial Bank in India, in favour of the **"Regional Director, Sports Authority of India"**, payable at Bhopal. In case of Bank Guarantee, the same is to be obtained from any commercial bank in India as per the format specified under **Section-IV-J** of the Bid Document.

- 22.5 The Bid Security shall be valid for a period of forty-five (45) days beyond the validity period of the bid. The Bid Security shall be valid for 225 days from the date of opening of the Technical Bid.

- 22.6 Unsuccessful bidders' Bid Security will be returned to them without any interest, after expiry of the bid validity period, but not later than thirty days after conclusion of the resultant contract. Successful bidder's bid security will be returned without any interest, after receipt of Performance Security from him as called for in the contract.

- 22.7 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. Further, if successful bidder fails to furnish the required Performance Security within the period as specified by SAI in the Letter of Award (LoA), its Bid Security/EMD will be forfeited.

23 Bid Validity

- 23.1 The bid shall remain valid for acceptance for a period of **180** days after the date of bid opening, prescribed in the bid document. Any bid valid for a shorter period shall be treated as unresponsive and rejected.

- 23.2 In exceptional circumstances, Purchaser may request the bidders' consent to extend the

validity of their bids up to a specified period. The bidders, who agree to extend the bid validity period are to extend the same in writing. However, they will not be permitted to modify their original bids during the extended bid validity period.

- 23.3 In case, the day up to which the bids are to remain valid falls on a holiday or on a day declared as holiday or closed day for the Purchaser, the bid validity shall automatically be extended up to the next working day.

24 Signing of bids

- 24.1 The bid shall be duly signed at the appropriate places as indicated in the bid document and also in all other pages of the bid. The bid shall not contain any erasure or overwriting, except as necessary to correct any error made by the bidder and, if there is any such correction; the person signing the bid shall initial the same. The letter of authorization shall be in the format placed at **Section IV F**, which shall also be furnished along with the bid.
- 24.2 Bid shall either be typed in indelible ink and the same shall be signed by the bidder or by a person who has been duly authorized to bind the bidder to the contract and uploaded in PDF format.

(d) SUBMISSION OF BIDS

25 Submission of bids

- 25.1 Bids should be submitted on line as per the instructions given for online submission under **Section II (B)**.
- 25.2 Bids must be received by the Purchaser not later than the date and time prescribed in the bid document.
- 25.3 Purchaser, at his discretion, may extend the deadline for submission of bids by amending the bid document in accordance with **clause 8 of ITB**. In that case, all rights and obligations of the Purchaser and the bidders would automatically stand extended.
- 25.4 Submission of more than one bid by the same bidder shall entail him for disqualification from participating in the bid process.

26 Submission of Sample /Catalogue

- 26.1 **The Bidders may submit one sample (free of cost) of** each item approved by National/International Federation conforming to bid specifications to the consignee mentioned in **Section-V**. If submitting of sample is not feasible, **detailed catalog with specification may be submitted along with technical bids.** All the samples should be clearly marked with name & address of the firm (**Section-V**).
- 26.2 The submitted samples will be returned after successfully supplying and matching the goods as per supply order.
- 26.3 All bidder's are required to mention the Name of firm and Brand name on each sample and all the samples of each discipline wise must be properly packed in envelopes and to be submitted in a sealed bag/box which will be opened and counted in front of the tenderer by the committee.
- 26.4 The supply order can be terminated or cancelled summarily by SAI in whole or in part any time, if the supply made by the manufacturer/ supplier is not found according to the sample submitted or in case supply is not received within stipulated time, and Director Incharge, SAI, Central Regional Centre, Bhopal feels that it cannot be used for the event/camp/practice for which it was requisitioned.

Note: Sample/Catalog should reach to the Office of Director Incharge, Sports Authority of India, Central Regional Centre, Gram Gora, Bishenkheri, Post Suraj Nagar, Bhopal, Madhya Pradesh Pin-462044 on or before last date & time of submission of bid, i.e. on or before 12th November, 2019.

(e) BID OPENING

27 Opening of bids

- 27.1 The Purchaser will open the bids at the specified date, time and place as indicated in the IFB in **Section-I**. If due to administrative reasons the venue / date/ time of bid opening are changed, it will be displayed prominently in the notice board of the Purchaser and on the SAI's website.
- 27.2 In case the specified date of bid opening falls on a holiday 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.
- 27.3 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. Letter of authority for attending the bid opening meeting should be in the format placed at **Section IV (F)**.
- 27.4 Two – bid system as mentioned in Para 14 above will be as follows:-
- 27.5 **Technical Bids** will be opened in the first instance, at the prescribed date and time as indicated in **Section –I (IFB)**. These bids shall be scrutinized and evaluated by the Purchaser with reference to parameters prescribed in the Bid Document. During the Technical bid opening, the bid opening official(s) will read the salient features of the bids like brief description of the items offered, delivery period, Bid Security and any other special features of the bids, as deemed fit by them. Thereafter, in the second stage, the **Financial Bids** of only the technically acceptable bids / 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 offered etc., as deemed fit by bid opening official(s) will also be read out.

(f) SCRUTINY AND EVALUATION OF BIDS

28 Basic Principle

Bids will be evaluated on the basis of the terms & conditions already incorporated in the TE document, based on which tenders have been received and the terms, conditions etc. mentioned by the bidders in their tenders. No new condition will be brought in while scrutinizing and evaluating the tenders.

29 Scrutiny of Bids

- 29.1 The Purchaser 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.
- 29.2 Prior to the evaluation of Price Bids, the Purchaser 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 including Technical Specifications without material deviations. However the Purchaser may waive minor deviation and /or minor irregularity and/or minor nonconformity in the Bid,
- 29.3 If a Bid is not substantially responsive, it will be rejected by the Purchaser.

30 Minor infirmity/irregularity/Non-conformity

If during the preliminary examination, the purchaser find any minor infirmity and/ or irregularity and/ or non-conformity in a tender, the purchaser will convey its observation on such 'minor' issues to the bidder by CPP Portal etc. asking the bidder to response by a specified date. If the bidder does not reply by the specified date or gives evasive reply without clarifying the point at issue in clear terms, that tender will be liable to be ignored.

31 Discrepancies in Prices

- 31.1 If, in the price structure quoted by a bidder, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless the purchaser feels that the bidder has made a mistake in placing the decimal point in the unit price, in which case the total price as quoted shall prevail over the unit price and the unit price corrected accordingly.
- 31.2 If there is an error in a total price, which has been worked out through addition and/or subtraction of subtotals, the subtotals shall prevail and the total corrected, and
- 31.3 If there is a discrepancy between the amount expressed in words and figures, the amount in words shall prevail.
- 31.4 If, as per the judgment of the purchaser, there is any such arithmetical discrepancy in a tender, the same will be suitably conveyed to the bidder by registered/speed post. If the bidder does not agree to the observation of the purchaser, the tender is liable to be ignored.

32 Qualification Criteria

Bids of the Bidders, who do not meet the required Qualification Criteria prescribed in **Clause 13 of Section II A** read with **Section III**, will be treated as non - responsive and will not be considered further.

33 Comparison of Bids and Award Criteria.

- 33.1 The comparison of the techno commercially responsive Bids for ranking purpose shall be carried out on Free Delivery at Consignees Site basis.
- 33.2 The letter of award shall be awarded to the responsive Bidder(s) who is **item wise lowest** and who meets the laid down Qualification Criteria in the Bid documents.
- 33.3 The Purchaser reserves the right to give the price preference/ purchase preference as per the instruction 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.

34 Contacting the Purchaser

- 34.1 From the time of submission of tender to the time of awarding the letter of award, if a BIDDER needs to contact the purchaser for any reason relating to this tender enquiry and / or its tender, it should do so only in writing.
- 34.2 In case a bidder attempts to influence the purchaser in the purchaser's decision on scrutiny, comparison & evaluation of tenders and awarding the letter of award, the tender of the bidder shall be liable for rejection in addition to appropriate administrative actions being taken against that bidder, as deemed fit by the purchaser.

(g) AWARD OF CONTRACT

35 The Purchaser's Right to accept any tender and to reject any or all tenders

The purchaser reserve the right to accept in part or in full any tender or reject any or more tender(s) without assigning any reason or to cancel the tendering process and reject all tenders at any time prior to award of tender, without incurring any liability, whatsoever to the affected bidder or bidders.

36 Notification of Award

- 36.1 The bidder whose bid has been accepted will be notified of the award by the Purchaser prior to the expiry of the bid validity period.

- 36.2 Before expiry of the bid validity period, the Purchaser will notify the successful bidder in writing, by CPP Portal or by email that its bid for items, which have been selected by the Purchaser, has been accepted; also briefly indicating there-in, that the essential details like description, quantity of the items, and delivery period, and prices have been accepted. The successful bidder must furnish to the Purchaser the required Performance Security **within 14** days from the date of dispatch 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 **GTC Clause 4** under **Section VI**.
- 36.3 The Letter of Award (LoA) will state the sum that the Purchaser will pay to the successful bidder in consideration of the items to be supplied by him.
- 36.4 The details of award of work and name of the successful bidder shall be mentioned on the CPPP and also in the notice board/bulletin/website of SAI.
- 36.5 Notification of Award shall constitute the conclusion of the Contract.

37 Issue of Contract

- 37.1 Promptly after notification of award, the Purchaser will mail the Contract Agreement as per **Section VII (A)**, duly completed and signed, in duplicate, to the successful bidder by registered / speed post.
- 37.2 The successful bidder shall return the original copy of the contract, duly signed and dated, to the Purchaser by registered/ speed post **within 07 days from** the date of issue of the contract.

38 Variation of quantities at the time of award

At the time of awarding the letter of award/supply order, the Purchaser reserves the right to increase or decrease, the quantity of items mentioned in the "Schedule of Requirements" up to Twenty Five per cent (rounded off to next whole number) without any change in the unit price and other terms & conditions quoted in the bid by the bidder.

39 Annulment of Award

Failure of the successful bidder to comply with the requirement of Purchaser and furnishing Performance Security as per **clause 4** of **Section VI** shall constitute sufficient ground for annulment of the award and forfeiture of bid security.

40 Cancellation of Bid

The Purchaser reserves the right to cancel the bid(s)/supply order/Letter of Award/Contract without assigning any reason.

41 Disqualification

Purchaser reserves the right to disqualify the bidder for a suitable period who fails to supply the items in time. Further, the bidder(s) whose items do not perform satisfactorily in accordance with the specifications may also be disqualified for a suitable period by the Purchaser.

42 Non-receipt of Performance Security.

Failure of the successful Bidder in providing Performance Security the Bidder liable for forfeiture of its bid security and, also, for further actions by the Purchaser against it as per the **clause 24 of GTC** – Termination of default in **Section-VI** and other administrative actions as deemed fit by the purchaser.

43 Corrupt or fraudulent practices

It is required by all concerned namely the Consignee/Bidder/ Supplier to observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Purchaser: -

- i) 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;
- ii) 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
- iii) The Purchaser reserves the right not to conclude the 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 and suppression of material facts shall be initiated.

44 Conflict of Interest among bidders/agents

A bidder shall not have conflict of interest with others bidders. Such conflict of interest can lead to anti competitive practices to the detriment of purchaser's interests. The bidder found to have a conflict of interest shall be disqualified. A bidder may be considered to have a conflict of interest with one or more parties in this bidding process if;

- i) they have controlling partner (s) in common; or
- ii) they receive or have received any direct or indirect subsidy/financial stake from any of them; or
- iii) they have the same legal representative/agent for purposes of this bid; or
- iv) they have relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the bid of another bidder; or
- v) bidder participates in more than one bid in this bidding process. Participation by a bidder in more than one Bid will result in the disqualification of all bids in which the parties are involved. However, this does not limit the inclusion of the components/ sub-assemblies from one bidding manufacturer in more than one bid.
- vi) The principal manufacturer directly or through one Indian agent on his behalf; and
- vii) Indian/foreign agent on behalf of only one principal.
- viii) a bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specification of the contract that is the subject of the bid; in case of a holding company having more than one independently manufacturing units, or more than one unit having common business ownership/management, only one unit should quote. Similar restrictions would apply to closely related sister companies. Bidders must proactively declare such sister/common business/management units in same/similar line of business

This is certifying that I/We have studied the terms & conditions and understood all clause of the tender in case of award of contract/supply order I/We undertake to abide by all terms and conditions mentioned in the same.

**AUTHORUSED SIGNATORY
(NAME IN BLOCK LETTERS)
SEAL OF THE TENDERER**

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

2 REGISTRATION

2.1 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.

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

2.3 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.

2.4 During 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.

2.5 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.

2.6 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:

3.1 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.

3.2 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.

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

4 **PREPARATION OF BIDS:**

- 4.1 Bidder should take into account corrigendum published on the tender document before submitting their bids.
- 4.2 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.
- 4.3 Bidder, in advance, should get ready the technical bid documents to be submitted as indicated in the tender document, **they should be in PDF format**. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4.4 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:**

- 5.1 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.
- 5.2 The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 5.3 **Bidder has to select the payment option as “offline” to pay the EMD as applicable and enter details of the instrument.**
- 5.4 **Bidder should prepare the EMD Certificate as per the instruction specified in the tender document. The original should be posted/couriered/given in person to the office of Director Incharge, SAI CRC Bhopal latest by the last date of bid submission or as specified in the tender documents. The details of the EMD Certificate 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.**
- 5.5 The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

- 5.6 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.
- 5.7 The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 5.8 Upon the successful and timely submission of bids (ie 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.
- 5.9 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.
- 5.10 The tenders will be received online through portal <http://eprocure.gov.in/eprocure/app>. In the Technical Bids, the bidders are required to upload all the documents in **pdf format & Financial Bid to upload in BoQ format (MS Excel)**. All bids **(Both Technical and Financial should be submitted in the E-procurement portal)**.

6 ASSISTANCE TO BIDDERS

- 6.1 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.
- 6.2 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 24 x 7 Help Desk Number 0120-4200462, 0120-4001002, 0120-4001005 Mobile : +91 8826246593 and E-Mail : support-eproc@nic.in**

SECTION – III (A)
QUALIFICATION CRITERIA

Bid Reference No. 127/SAI/RDCC/Sports/Equip./2019

Dated: _____

- (a) **The Bidder must be a Manufacturer or its authorized distributors/agents**
(b) The bidder must satisfy the following eligibility criteria

Sl. No.	Criteria	Documentary Evidence Required
1.	The bidder must be a company/firm/sole proprietor registered in India from last <u>five</u> 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.40 lac in the last three financial years viz 2016-17, 2017-18 & 2018-19. (If audited turnover for the year 2018-19 is not available than audited turnover for the year 2016-17 should be submitted)	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 equipment/goods of at least 80% of the estimated cost (rounded to nearest Rs. 1 lac). 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, National 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/National Federation/Stadia /Training Centre.	Enclose blacklisting declaration in the format given in Section IV (I)
5.	The bidder should have a valid GST No. or should have registered under GST.	Enclose copy of GST registration certificate.
6.	Latest Income Tax Returns filed for the three assessment years 2017-18, 2018-19 & 2019-20/2016-17.	
7.	Any other document mentioned in the tender the document	Document attach

SECTION - III (B)

PROFORMA FOR PERFORMANCE STATEMENT

(For the period of last five years)

Bid Reference No. : _____

Date of opening : _____

Name and address of the bidder : _____

Name and address of the manufacturer : _____

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	Date of completion of Contract		Remarks indicating reasons for delay if any	Are the goods supplied working satisfactorily?
					As per contract	Actual		
1	2	3	4	5	6	7	8	9

(Signature and seal of the bidder)

Note:

1) **The copies of orders and satisfactory completion certificate in respect of works detailed in above statement are must be attached.**

2) **SAI reserves the right to ask the bidder to furnish original copies of orders and satisfactory completion certificate in respect of works detailed in above statement any time for verify to concerned issuing department.**

SECTION - IV
(A) BID SUBMISSION FORM

Date_____

To
The Director Incharge
Sports Authority of India
Central Regional Centre,
Bhopal

Ref. Your Bidding Document No. _____ dated _____

Sir,

We, the undersigned have gone through 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 **Supply of Consumable & Non Consumable Sports Equipment at SAI CRC Bhopal** to the purchasers named in the schedule *in* conformity with your above referred document at the rates 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 **GTC clause 04 of Section-VI** 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, upon conclusion of formal Contract on us, the supply orders placed on us by the designated Purchaser against the Contract shall constitute a binding contract between us and the Purchaser.

We confirm that the rates offered by the OEM or its authorized agent are same in respect of the items stipulated in the contract document.

We undertake that we have not supplied the required items at a price lower than the price quoted for these items by us.

We fully agree to abide by all terms and conditions of General Conditions of Contract/Special Condition of Contract as per Section-VI.

We further understand that you are not bound to accept the lowest or any Bid you may receive against your above-referred Bid Reference.

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

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]

Duly authorised to sign Bid for and on behalf of Messrs_____

[Name & address of the manufacturers]

SECTION - IV
(B) Form for Power of Attorney

Know all men by these presents, we, _____(name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorise Mr./Ms. (Name),son/daughter/wife of _____and presently residing at _____, who is [presently employed with us and holding the position of _____], as our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our bid for the (Name of Mandate) including but not limited to signing and submission of all applications, bids and other documents and writings, participate in bidder's and other conferences and providing information/responses to Sports Authority of India(hereinafter referred to as "Purchaser"), representing us in all matters before Purchaser, signing and execution of all contracts including the Agreement and undertakings consequent to acceptance of our bid, and generally dealing with Purchaser in all matters in connection with or relating to or arising out of our bid for the said Tender and /or till the entering into the Contract with Purchaser.

AND we hereby agree to ratify and confirm and do hereby all acts, deeds and things lawfully done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, _____THE ABOVE NAMED PRINCIPALS HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS __DAY OF 20**

For_____

(Signature)

(Name, Title, and Address) Witnesses:

- 1.
- 2.

Accepted (Notarized)

(Signature)

(Name, Title and Address of the Attorney)

Section IV
(C) Price Schedule Format

Supply of Consumable & Non Consumable Sports Equipment at SAI CRC Bhopal for the year 2019-20

BOQ (Bill of Quantity) /PRICE BID

[Should only be uploaded in the Price-Bid cover through CPP Portal in MS Excel sheet format. Not to be enclosed with the Techno- commercial bid]

Please refer BoQ

SECTION -IV

(D) MANUFACTURER'S AUTHORISATION FORM

To
The Director Incharge
Sports Authority of India
Central Regional Centre,
Bhopal

Dear Sirs,

Ref. Your Bidding Reference No. _____, dated _____
We, _____ who are proven and reputable
manufacturers/distributors/stockists of M/s.(Name of the Manufacturer) of
_____ (*name and description of the goods offered in the Bid*) having
factories/offices 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 supply of the above goods manufactured by us.

We also hereby extend our full warranty of _____ year from the date of acceptance of goods by
Consignee, supplied against this letter of award/supply order.

Yours faithfully,

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

[Name & address of the manufacturers]

Note : *This letter of authorisation should be on the letter head of the manufacturing
firm/distributor/stockist and should be signed by a person competent to legally bind the
manufacturer/distributor/stockist.*

**SECTION – IV
(E) NEFT MANDATE FORM**

Date.....

To
The Director Incharge
Sports Authority of India
Central Regional Centre,
Bhopal

Sub: NEFT PAYMENTS

We refer to the NEFT being set up by SAI. 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 with date, name and designation]
For and on behalf of Messrs_____

[Name & address of the manufacturers]

Confirmed by Bank

Enclosed a copy of Crossed Cheque

SECTION – IV

(F) LETTER OF AUTHORISATION FOR ATTENDING BID OPENING MEETING

Tender No. -----

Subject : **Authorisation for attending bid opening on ----- (date) in the tender of -----**

Following persons are hereby authorised to attend the bid opening for the tender mentioned above on behalf of----- (bidder) in order of preference given below.

Order of Preference	Name	Specimen
Signature		
1.		

2.

Alternate Representative

Signatures of bidder

Or

Officer authorised to sign the bid documents on behalf of the bidder.

Note:

1. *Maximum of two representatives will be permitted to attend bid **opening**. **In case where it is restricted to one, first preference** will be allowed. Alternate representatives will be permitted when regular representative are not able to attend.*
2. *Permission for entry to the hall where bids are opened may be refused in case authorisation as prescribed above is not furnished.*

SECTION IV

(G) DISCLOSURE OF CONFLICT OF INTEREST

It is hereby disclosed that we have not any conflict of interest with others bidders in terms of conditions stipulated in clause No. 44 of Section II- A of Tender Document. If this disclosure is found wrong later on, we are liable for punitive action as per terms of the agreement.

(Authorized Signatory)

Stamp

SECTION IV
(H) DISCLOSURE OF CODE OF INTEGRITY

It is hereby disclosed that we _____ shall not act in contravention of the codes as under:-

1. Prohibition of:-

- a) Making offer either directly or indirectly in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process.
- b) Any omission, or misrepresentation that may mislead or attempt to mislead or attempt to mislead so that financial or other benefit may be obtained or an obligation avoided.
- c) Any collusion, bid rigging or anti competitive behaviour that may impair the transparency, fairness and the progress of the procurement process.
- d) Improper use of information provided by the procuring entity to the bidder with an intent to gain unfair advantage in the procurement process or for personal gain.
- e) Any financial or business transactions between the bidder and any official of the procuring entity related to tender or execution process of contract, which can affect the decision of the procuring entity directly or indirectly.
- f) Any coercion or any threat to impair or harm, directly or indirectly, any party or its property to influence the procurement process.
- g) Obstruction of any investigation or auditing of a procurement process.
- h) Making false declaration or providing false information for participation in a tender process or to secure a contract.

2. It is also disclosed that no previous transgressions have been made in respect of the provisions of Sub Clause (i) of Rule 175 of GFR with any entity in any country during the last three year or of being debarred by any other procuring entity.

(Authorized Signatory)

Stamp

SECTION IV
(I) AFFIDAVIT/UNDERTAKING

I/ We have read and understood the instructions and the terms and conditions contained in the document.

I/We accordingly accept all terms and conditions of the tender enquiry document including the essential conditions specially incorporated in the tender enquiry like terms of terms of payment, liquidated damages clause, warranty clause, dispute resolution mechanism applicable law.

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

I/ We do hereby declare that the information furnished/ uploaded is correct to the best of my/our knowledge and belief.

I/We hereby certify that the prices offered by us in this tender is not higher than the prices we had offered to any other Govt. of India Organization (s)/PSU(s) during the last one year and shall provide the justification for reasonableness of our offered price whenever asked during evaluation of our submitted bid.

I/ We also hereby certify that if at any time, information furnished by us is proved to be false or incorrect; I/ We are liable for any action as deemed fit by the purchaser in addition to forfeiture of the earnest money.

Date:

(Signature of the bidder)

NAME & ADDRESS OF THE BIDDER

NOTE: To be submitted on non-judicial stamp paper of Rs. 100/- duly certified by Public Notary

SECTION - IV

(J) 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 purchaser'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 "Purchaser) in the sum of

_____ for which payment will and truly to be made to the said Purchaser, 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 the Purchaser 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 Rate Contract.

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser 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 days i.e. for days (..... 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 - V

SCHEDULE OF REQUIREMENTS & TECHNICAL SPECIFICATION

S.No.	Brief Description of Sport Equipments	Technical Specification	Tentative Qty.	Type of Unit
1.	Shuttle Cock Mavis 300	Branded	150	Box
2.	Shuttle Cock AS 2	Branded	50	Box
3.	Racket Muscle Power 29 Lite	Branded	06	Nos
4.	Badminton Nets	Branded	02	Nos
5.	Basketball No 5 Rubber	Branded	20	Nos
6.	Basketball No 5 Leather	Branded	20	Nos
7.	Basketball No 6 Rubber	Branded	40	Nos
8.	Basketball No 6 Leather	Branded	40	Nos
9.	Basketball No 7 Rubber	Branded	40	Nos
10.	Basketball No 7 Leather	Branded	20	Nos
11.	Boxing Bandage	Branded	40	Nos
12.	Boxing Ring Mat Cover	Standard Size	02	Set
13.	Boxing Ring Rope with Cover	Standard Size	02	Set
14.	Boxing Ring Corner Pad	Branded	02	Set
15.	Goal Keeper Gloves	Medium	04	Prs
16.	Football Goal post net	Small	01	Prs
17.	Football Shining star	Full Size	100	Nos
18.	Football Shin Guard	Small Size	20	Prs
19.	Football Bibs	XL	20	Nos
20.	Football Goal Post Net	Full Size	08	Prs
21.	Football Corner Flag (Set of 4 piece)	Standard Size	06	Set
22.	Football Coaching Board Big Size 4'x2' Magnetic	Size 4'x2' Magnetic	01	Nos
23.	Football Coaching Board Size 12" x 8" magnetic	12" x 8" magnetic	01	Nos
24.	Plastic Rope	12 mm	600	Mtrs
25.	Hockey Goal Post Net	Full Size Net	09	Prs
26.	Hockey Turf ball	Best Quality	200	Nos
27.	Hockey Protective hand Gloves	Medium	10	Nos
28.	Hockey Stick	Best Quality	93	Nos
29.	Hitting Board Hockey	7' x 7'	01	Nos
30.	Hockey Knee Guard	Best Quality	06	Prs
31.	Hockey Bibs in 2 Colour	Best Quality	156	Nos
32.	Hockey Goal Keeper Kit	Large	03	Prs
33.	Hockey Shin Guard	Small Size	40	Prs
34.	Cricket Net	Full Size	05	Nos
35.	Hockey Face Mask	Medium	08	Nos
36.	Judo Dress M-10, L-10	Branded	20	Nos
37.	Judo Gloves	Branded	15	Prs
38.	Judo Chest Guard	Branded	15	Nos
39.	Karate Mats	1mX1mX 30mm Approved by WKF/IKF	64	Nos

40.	Karate Belt Red & Blue	Branded	20	Nos
41.	Karate Punching Pad	Branded	20	Nos
42.	Softball Fielding Gloves for Right Hander Black	13.5" Branded	15	Nos
43.	Softball Fielding Gloves for Left Hander Black Gloves	13.5" Branded	06	Nos
44.	Softball Batting Helmets Small	Small	2	Nos
45.	Softball Batting Helmets Medium	Medium	2	Nos
46.	Softball Batting Helmets Large	Large	2	Nos
47.	Softball Catcher Kit with Skull Mask, Leg Guard, Chest Guard, Catcher Mitt (Complete Set)	Branded	01	Set
48.	Softball Bases Set	15"x15"	01	Set
49.	Softball Balls Plastic	12"	06	Dozen
50.	Softball Balls Graphite Core	12"	06	Dozen
51.	Softball Inners Leather	Small	15	Prs
52.	Taekwondo Double Fan Pad	Branded	08	Nos
53.	Taekwondo Big Target Pad	Branded	10	Nos
54.	Taekwondo Kick Pad	Branded	10	Nos
55.	Taekwondo Chest Guard Reversible	Branded	10	Nos
56.	Taekwondo Head Guard	Branded	08	Nos
57.	Taekwondo Hand Gloves	Branded	13	Prs
58.	Taekwondo Arm Guard	Branded	16	Prs
59.	Taekwondo Groin Guard Female	Branded	15	Nos
60.	Taekwondo Groin Guard	Branded	15	Nos
61.	Taekwondo Shin Guard	Branded	16	Prs
62.	Taekwondo Dress	Branded	21	Nos
63.	Taekwondo Shoes	Branded	21	Pair
64.	Taekwondo E- Body Protector	Size- #2 (II nd Generation)	02	Nos
65.	Taekwondo E- Body Transmitter	Size- #2 Size- #2 (II nd Generation)	02	Nos
66.	Taekwondo E- Head Guard Blue/Red	Size- #L Size- #2 Size- #2 (II nd Generation)	02	Nos
67.	Taekwondo E- Head Guard Transmitter	Size- #2 (II nd Generation)	02	Nos
68.	Taekwondo Receiver TK Strike	Size- #2 (II nd Generation)	01	Nos
69.	Taekwondo E- Foot Protector	Size- L Size- #2 (II nd Generation)	01	Nos
70.	Taekwondo Charger E- Protector	(II nd Generation)	04	Nos
71.	Volley Ball	Branded	72	Nos
72.	Volley Ball Net	Branded	06	Nos
73.	Wushu Nandao	Branded	02	Nos
74.	Wushu Jianguo Size- 3	Size- 3	01	Nos
75.	Wushu Jianguo Size- 4	Size- 4	02	Nos
76.	Wushu Dashu Size- 3	Size- 3	01	Nos
77.	Wushu Dashu Size- 4	Size- 4	02	Nos
78.	Wushu Taiji Jian	Size -4	01	Nos
79.	Wushu Dadwo	Size -4	01	Nos
80.	Wushu Gunshu 165 cm	165 cm, Fiber	01	Nos

81.	Wushu Gunshu 170 cm	170 cm, Fiber	02	Nos
82.	Wushu Nangun 165 cm	165 cm, Fiber	01	Nos
83.	Wushu Nangun 170 cm	170 cm, Fiber	02	Nos
84.	Wushu Qiangshu 175 cm	175 cm	01	Nos
85.	Wushu Qiangshu 180 cm	180 cm	02	Nos
86.	Double Broad Sward (Dule)	Branded	01	Nos
87.	Wushu Thera Tube	Branded	10	Nos
88.	Taolu Dress 38	Branded	04	Nos
89.	Taolu Dress 40	Branded	04	Nos
90.	Sanshu Dress	Branded	20	Nos
91.	Wushu Head Guard	Branded	10	Nos
92.	Wushu Shin Guard	Branded	10	Prs
93.	Wushu Gloves	Branded	25	Prs
94.	Wushu Kick Pad	Size- 2' Branded	10	Prs
95.	Punching Pad	Branded	10	Prs
96.	Wrestling Mat	1mtr x 1mtr x 70mm Approved by WFI	216	Nos
97.	Wrestling Mats Cover	Approved by WFI	03	Nos
98.	Wrestling Dress	Branded	16	Nos
99.	Wrestling Dummy 10kg	10 KG	02	Nos
100.	Wrestling Dummy 15 kg	15 KG	02	Nos
101.	Wrestling Dummy 20 kg	20 KG	02	Nos
102.	Wrestling Dummy 25 kg	25 KG	02	Nos
103.	Wrestling Dummy 30 kg	30 KG	02	Nos
104.	Multy Gym 08 Station	Branded	01	Nos
105.	Bar Weight 20 kg	20 KG (Steel)	07	Nos
106.	Bar Weight 15 kg	15 KG (Steel)	05	Nos
107.	Weight Plate 5kg	5 KG (Steel)	04	Nos
108.	Weight Plate 10 kg	10 KG (Steel)	04	Nos
109.	Weight Plate 15 kg	15 KG (Steel)	02	Nos
110.	Weight Plate 20 kg	20 KG (Steel)	04	Nos
111.	Dumbles 5 kg	5 KG (Steel)	02	Nos
112.	Dumbles 10 kg	10 KG (Steel)	02	Nos
113.	Dumbles 20 kg	20 KG (Steel)	02	Nos
114.	Belt Weightlifting	Branded	04	Nos
115.	Cones plastic 6 inch	6 inch,	190	Nos
116.	Mini Hurdles 8 inch	8 inch, Adjustable	76	Nos
117.	Marker Plastic	Plastic, disc type	80	Nos
118.	Skipping Rope	Branded	200	Nos
119.	Gum Shield	Single Gum	110	Nos
120.	Ladder	Branded	08	Nos
121.	Medicine Ball 2 kg Synthetic	2 kg Synthetic	05	Nos
122.	Medicine Ball 5 kg Synthetic	5 kg Synthetic	07	Nos
123.	Medicine Ball 7kg Synthetic	7kg Synthetic	05	Nos

Note:

1. **All the above items should have been approved by International/National Federations/Associations, as applicable.**
2. The above list of sports equipment is tentative, the purchaser can increase & decrease as per requirement.
3. The bidder is strictly required to supply all the equipments branded company only.
4. Installation, Commissioning & onsite training for operation of equipment, wherever applicable, shall be provided by the supplier free of cost.
5. Equipment/items should conform to FDA/CE quality standards wherever applicable.
6. Software up-gradation, if any, during the Guarantee/Warranty shall be provided by the Supplier free of cost.
7. The successful bidder must deliver the equipments to the following address.
8. **Consignees Details:**

i) **Bhopal:** The Director Incharge, Sports Authority of India, Central Regional Centre, Gram Gora, Bishenkheri, Post Suraj Nagar, Bhopal (Madhya Pradesh) – 462044

ii) **Jabalpur:** The Center Incharge, SAI Training Center, Rani Taal Sports Complex, Rani Taal, Jabalpur (MP) Pin Code - 482 002
Email Id- saistcjb@yahooin Mob. 09479642424

iii) **Dhar:-** The Center Incharge, SAI Training Center, Mahila Basti Grihya, Vishramshala Parisar, Dhar (M.P.), Pin - 454001
Ph: & Fax 07292-232254 Email Id- dharsaistc@gmail.com Mob. 9425046767

iv) **Rajnandgaon:-** The Center Incharge SAI Training Center, Digvijay Stadium, Rajnandgaon (Chhattisgarh) Pin Code - 491 441 Ph: & Fax 07744-228162,
Email Id- kalvarajeshverrao@yahoo.com Mob. 7987060654

v) **Raipur:-** The Center Incharge, SAI Training Center, Budha Talab Shyam Talkies Road, Raipur (CG) Ph: 0771-2223800, Fax: 0771-2223700, Email Id- saistcraipur@hotmail.com Mob. 9303108717

vi) **Tikamgarh:-** The Center Incharge, Sports Authority of India, SAI Training Center, Saheed Narayan Das Khare, Hockey Stadium, Ganjikhana, Tikamgarh, MP – 472001
Mob. 08889054424

vi) **Khandwa:** Incharge, Sports Authority of India, Sports Training Centre, PWD Community Hall, PWD Colony, Khandwa (M.P.) Mob. 830519334

vii) **Ujjain:** Deshwali Samaj Akahara, Ujjain, 10/4, Lalbai, Phoolbai Marg, Ujjain- 456006 (M.P.) , Mob. 9827293117

SECTION-VI
GENERAL TERMS & CONDITIONS (GTC)

1 Application

- 1.1 The General Terms & Conditions incorporated in this Section shall be applicable for this purchase to the extent the same is not superseded by **Schedule of Requirements and Technical Specifications** under **Section V** of this document.
- 1.2 Unless the context otherwise requires, the following terms whenever used in this contract have the following meanings:
- 1.3 **“Applicable Law”** means the laws and any other instruments having the force of law in India for the time being.
- 1.4 **“Supplier”** means any private or public entity that will supply the goods to SAI under the tender enquiry document/letter of award.
- 1.5 **“Day”** means calendar day.
- 1.6 **“GOI”** means the Government of India
- 1.7 **“SAI/Purchaser”** means the Sports Authority of India
- 1.8 **“GTC”** means the General Terms & Conditions
- 1.9 **“In writing”** means communicated in written with proof of receipt.

2 Use of documents and information

- 2.1 The supplier shall not, without the purchaser’s prior written consent, disclose the tender document or any provision thereof including any specification, drawing, sample or any information furnished by or on behalf of the purchaser in connection therewith, to any person other than the person(s) employed by the supplier in the performance of the contract emanating from this TE document. Further, any such disclosure to any such employed person shall be made in confidence and only so far as necessary for the purpose of such performance for this contract.
- 2.2 Further, the supplier shall not, without the purchaser’s prior written consent, make use of any document or information mentioned in GTC sub clause 2.1 above except for the sole purpose of performing this tender enquiry document.
- 2.3 Except the Letter of Award issued to the supplier, each and every other document mentioned in GTC sub clause 2.1 above shall remain the property of the purchaser and if advised by the purchaser, all copies of all such documents shall be returned to the purchaser on completion of the supplier’s performance and obligation under this tender enquiry document.

3 Patent Rights

The supplier shall, at all times, indemnify and keep indemnified the purchaser, free of cost, against all claims which may arise in respect of goods & services to be provided by the supplier under the tender enquiry document for infringement of any intellectual property rights or any other right protected by patent, registration of deigns or trademarks etc. Being made against the purchaser, the purchaser shall notify the supplier of the same and the supplier shall, at his own expense take care of the same for settlement without any liability to the purchaser.

4 **Performance Security**

- 4.1 The supplier, shall furnish performance security to the Purchaser for an amount equal to **five percent (5%)** of the total value of the letter of award/supply order within **ten (10)** days from date of the issue of Notification of Award by the purchaser, valid up to sixty days after warranty period 1 year from the date of acceptance of the goods by the consignee.
- 4.2 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, Bank Guarantee issued by Scheduled Bank in India in favour of **Regional Director, Sports Authority of India** in the prescribed form as provided in **Section VII- B**
- 4.3 In the event of any amendment issued to the letter of award/supply order, 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 letter of award/supply order, as amended.
- 4.4 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.

5 **Technical Specifications and standards**

The items supplied under this Tender Enquiry Document shall conform to the standards prescribed in the Technical Specifications given in **Section V** of the bid document.

6 **Term**

The contract shall commence on the and shall continue for a term of subject to termination in accordance with the provision of this agreement or otherwise in accordance with law or equity ("**Term**").

7 **Packing and Marking**

The packing for the items 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 items and availability or otherwise of transport and handling facilities at all points during transit up to final destination as per the tender enquiry document/letter of award. The rates quoted by the Supplier are inclusive of all applicable taxes, and inclusive of all charges for packing, shipping, carriage, insurance and delivery of the goods to the sites and any other duties and/or levies etc. No increase in rates on whatever account shall be applicable during the term of this agreement.

8 **Inspection, Testing and Quality Control**

- 8.1 The Supplier/Contractor should satisfy himself that the stores are in accordance with the terms of the Contract and fully conform to the required specification by carrying out a thorough pre-inspection of each lot of the stores before actually delivering the same to the consignee.
- 8.2 The Purchaser and/or its nominated representative(s) may inspect and/or test the ordered items to confirm their conformity to the contractual specifications incorporated in the tender enquiry document. The Purchaser shall inform the Supplier in advance, in writing, its 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).

- 8.3 For such inspections and tests which are conducted in the premises of the supplier or its sub-contractor(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.
- 8.4 If during such inspections and tests the contracted items 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.
- 8.5 If the contracted items fail to lab test, the cost of test shall be borne by the agency concerned and in case the contracted items pass the test the cost of test shall be borne by the purchaser.
- 8.6 If the supplier tenders the items 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 items 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 tender enquiry document/contract.
- 8.7 The Purchaser's contractual right to inspect, test and, if necessary, reject the items after their items arrival at the final destination shall have no bearing on the fact that the goods have previously been inspected and cleared by Purchaser's Inspector during pre-despatch inspection mentioned above. Notwithstanding anything above regarding inspection at site of supplier's site, it shall be the sole discretion of Purchaser to inspect the goods either prior to delivery at the supplier's site or upon arrival at Purchaser's site. In any case the Purchaser's reserves the right to reject the goods or may ask Supplier to replace the goods or alter them suitably at the risk and cost of supplier, according to timelines and policies of SAI.
- 8.8 Items accepted by the Purchaser and/or its Inspector at initial inspection and in final inspection in terms of the tender enquiry document. shall in no way dilute Purchaser's right to reject the same later, if found deficient in terms of the warranty clause of the contract, as incorporated under GTC Clause 10.

9 Terms of Delivery

- 9.1 Items shall be delivered by the supplier accordance with the terms of delivery specified in the contract/supply order/bid document.
- 9.2 In the case of Delivery Duty Paid (DDP), the date of receipt of stores at Consignee's site shall be considered as the date of delivery.

10 Warranty

- 10.1 The supplier warrants comprehensively that the items supplied under the tender enquiry document are new, unused and incorporate all recent/latest improvements in design and materials, unless prescribed otherwise by the Purchaser in the Tender Enquiry Document. The supplier further warrants that the items supplied under the Tender Enquiry Document 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 items under the conditions prevailing in India. The Supplier further warrants that it has clear title to the equipments and that there is no outstanding claim and the equipments are free from any third party rights or interests (including lien, charges, encumbrances etc.)

- 10.2 This warranty shall remain **valid for 1 year** after the items have been delivered at the final destination and accepted by the Purchaser in terms of the tender enquiry document/letter of award.
- 10.3 The supplier shall, promptly repair or replace the defective items or parts thereof, free of cost, at the ultimate destination. The supplier shall take over the replaced parts/items after providing their replacements and no claim, whatsoever shall lie on the Purchaser for such replaced parts/items thereafter.
- 10.4 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.
- 10.5 Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spares for the goods so that the same are supplied to the Purchaser promptly on receipt of order from the purchaser.

11 **Prices**

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

12 **Insurance:**

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:

- a) in case of supply of domestic goods on Consignee site basis, the supplier shall be responsible till the entire stores contracted for arrival in good condition at destination. The transit risk in this respect shall be covered by the Supplier by getting the stores duly insured for an amount equal to 110% of the value of the goods from ware house to ware house (consignee site) on all risk basis. The insurance cover shall be obtained by the Supplier and should be valid till 3 months after the receipt of goods by the Consignee.
- b) If the equipment is not commissioned and handed over to the consignee within 3 months, the insurance will be got extended by the supplier at their cost till the successful installation, testing, commissioning and handing over of the goods to the consignee. In case the delay in the installation and commissioning is due to handing over of the site to the supplier by the consignee, such extensions of the insurance will still be done by the supplier, but the insurance extension charges at actual will be reimbursed
- c) The Supplier shall at its sole expense until delivery insure the equipments against all risks to their full replacement value.

ii) Risk and Title to Goods

Risk in the equipments supplied under this Agreement shall pass to SAI upon delivery, inspection, successful installation and acceptance of Goods by SAI.

13 **Incidental services:**

Subject to the stipulation, if any, in **Schedule of Requirements and the Technical Specification (Section - V)**, the supplier shall be required to perform the following services.

- a) Installation and Demonstration of the goods
- b) On Site Training of Purchaser's Staff.
- c) Supplying required number of operation & maintenance manual for the goods
- d) The equipments shall be in accordance with the SAI's instructions and any applicable regulations/law and shall be properly packed and secured so as to reach the destination in an undamaged and excellent condition.

14 **Spare Parts**

If specified in the List of Requirements and in the letter of award, the supplier shall supply/provide any or all of the following materials, information etc. pertaining to spare parts manufactured and/or supplied by the supplier:

- 1) The spare parts as selected by the Purchaser/Consignee to be purchased from the supplier, subject to the condition that such purchase of the spare parts shall not relieve the supplier of any contractual obligation including warranty obligations; and
- 2) In case the production of the spare parts is discontinued:
 - a) Sufficient advance notice to the Purchaser/Consignee before such discontinuation to provide adequate time to the purchaser to purchase the required spare parts etc., and
 - b) Immediately following such discontinuation, providing the Purchaser/Consignee, free of cost, the designs, drawings, layouts and specifications of the spare parts, as and if requested by the Purchaser/Consignee.
 - c) Supplier shall carry sufficient inventories to assure ex -stock supply of consumable spares for the goods so that the same are supplied to the Purchaser/Consignee promptly on receipt of order from the Purchaser/Consignee.

15 **Assignment**

The supplier shall not assign, either in whole or in part, its contractual duties, responsibilities and obligation to perform the tender enquiry document, except with the Purchaser's prior written permission.

16 **Taxes, Duties and Octroi**

Supplier shall be entirely responsible for all taxes, duties, levies etc. incurred until delivery of the contracted items 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.

17 **Terms and Mode of Payment**

- 17.1 Payment Terms Payment shall be made in Indian Rupees as specified in the tender enquiry document in the following manner: Hundred percent (100%) payment of the contract price subject to recoveries/liquidated damages/shortages etc., if any, shall be paid on receipt of items in good condition and upon submission of **Inspection & Acceptance Certificate**, as per **Section VII (C)** in original issued by the authorized representative of the consignee.

- 17.2 The supplier shall not claim any interest on payments under the tender enquiry document.
11.3 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.
- 17.3 The supplier shall send its claim for payment in writing, when contractually due, along with following documents duly signed with date, to the Purchaser:-
- (i) Supplier's invoice indicating, inter alia, description and specification of the goods, quantity, unit price, total value
 - (ii) Manufacturer's Guarantee Certificate and in house inspection certificate
 - (iii) Inspection certificate issued by purchaser's
 - (iv) Insurance Certificate, if applicable
 - (v) any other document (s) as and if required in terms of tender document
- 17.4 All payments in Indian Rupee will be made through National Electronic Fund Transfer (NEFT)/RTGS systems as per the NEFT Mandate form at **Section IV (E)**.
- 18 Delay in the supplier's performance**
- 18.1 The supplier shall deliver the items and perform the services under the tender enquiry document within the time schedule specified by the Purchaser as incorporated in the tender enquiry document/supply order/letter of award. In case the supplier Purchaser/consignee can reject the supplies and inform the supplier accordingly; the Purchaser shall also have the right to cancel the supply order/letter of award with reference to unsupplied items in terms of the tender enquiry document/Contract.
- 18.2 Subject to the provision of Force Majeure under GTC clause 22, any unexcused delay by the supplier in maintaining its contractual obligations towards delivery of items 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 letter of award/supply order for default.
- 18.3 If at any time, the supplier encounters conditions hindering timely delivery of the items, 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 letter of award/supply order/contract.
- 18.4 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:
- 1. The Purchaser shall recover from the supplier, under the provisions of the clause 21 of the General Terms & Conditions, liquidated damages on the items, which the Supplier has failed to deliver within the delivery period stipulated in the tender enquiry document/letter of award/supply order.
 - 2. That no increase in price on account of any ground, whatsoever, including any stipulation in the tender enquiry document/letter of award/supply order 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 items specified in the tender enquiry document/letter of award/supply order, which takes place after the date of delivery stipulated in the tender enquiry document/letter of award/supply order shall be admissible on such

of the said items as are delivered and performed after the date of the delivery stipulated in the tender enquiry document/letter of award/supply order/contract.

3. 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, GST, 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 tender enquiry document/letter of award/supply order/contract.

18.5 The supplier shall not dispatch the items 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 dispatch. In case the supplier dispatches the items 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. Without prejudice to any other right or remedy Purchaser may have, if any Goods are not supplied in accordance with, or if the Supplier fails to comply with any of the terms of this Agreement, the Purchaser shall be entitled to avail itself of any one or more remedies at its discretion, whether or not any part of Goods have been accepted by the Purchaser:

1. To reject the goods (in whole or in part) and return them to the Supplier at the risk and cost of the Supplier;
2. To give the Supplier the opportunity (at the Supplier's expense) either to remedy any defect in the Goods or to supply replacement Goods and carry out any other necessary work to ensure that the terms of the tender document are fulfilled;
3. To claim such damages as may have been sustained in consequence of the Supplier's breach or breaches of the letter of award/agreement.
4. To rescind this Agreement in whole or in part
5. To purchase the goods in whole or in part from open market and recover the said amounts from the Supplier as damages.
6. To increase or decrease the quantity of goods as per its requirement, to the extent as stipulated in the tender document.

Further representations and warranties of Supplier

The Supplier warrants that it shall undertake and provide the Services with reasonable care and skill, and in accordance with Good Industry Practice, the provisions of Applicable Laws and the provisions of the Bidding Documents.

7. The Supplier shall at all times ensure that the contract is undertaken, and the Services are provided, at all times, in accordance with the minimum service levels specified by SAI and other performance parameters, standards, service levels and requirements prescribed or may be prescribed by SAI from time to time.
8. Supplier shall execute necessary instruments and documents required by SAI in relation to the Bidding Documents and shall adhere to all notifications/amendments as may be issued by SAI from time to time.
9. Supplier undertakes that all equipments will be of merchantable quality, fit and sufficient for the purpose ordered and communicated to Supplier, and will be free from latent or patent defects in material and workmanship and comply with all relevant statutory and legal requirements.

19 **Liquidated damages**

Subject to the provision of Force Majeure under GTC clause 22, if the supplier fails to deliver any or all of the items within the time frame(s) incorporated in the tender enquiry document, the Purchaser shall, without prejudice to other rights and remedies available to the Purchaser under the tender enquiry document deduct from the tender enquiry document price, as liquidated damages, a sum equivalent to 0.5% per week of delay or part thereof on delayed supply of items until actual delivery or performance subject to a maximum of 10% of the letter of award price.

20 **Termination for default**

20.1 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 letter of award/supply order in whole or in part, if the supplier fails to deliver any or all of the items or fails to perform any other contractual obligation(s) within the time period specified in the tender enquiry document/letter of award/supply order, or within any extension thereof granted by the Purchaser.

20.2 Unless otherwise instructed by the Purchaser, the supplier shall continue to perform the tender enquiry document/letter of award/supply order to the extent not terminated.

21 **Termination for insolvency**

If the supplier becomes bankrupt or otherwise insolvent, the Purchaser reserves the right to terminate the supply order/letter of award 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.

22 **Force Majeure**

22.1 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 tender document is the result of an event of Force Majeure.

22.2 For purpose 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.

22.3 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 tender enquiry document/letter of award/supply order as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

22.4 If the performance in whole or in part or any obligation under this tender enquiry document/letter of award/supply order is prevented or delayed by any reason of Force Majeure for a period exceeding sixty days, either party may at its option terminate the tender enquiry letter of award/supply order without any financial repercussion on either side.

22.5 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 subparagraphs.

23 Notice

23.1 Notice, if any, relating to the tender enquiry document given by one party to the other, shall be sent in writing or by cable or telex or facsimile and confirmed in writing. The procedure will also provide the sender of the notice, the proof of receipt of the notice by the receiver. The addresses of the parties for exchanging such notices will be the addresses as incorporated in the tender enquiry document/letter of award/supply order/contract.

23.2 The effective date of a notice shall be either the date when delivered to the recipient or the effective date specifically mentioned in the notice, whichever is later.

24 Termination for convenience

24.1 The Purchaser reserves the right to terminate the letter of award/supply order, in whole or in part for its (Purchaser's) convenience, by serving written notice on the supplier at any time. The notice shall specify that the termination is for the convenience of the Purchaser. The notice shall also indicate inter-alia, the extent to which the supplier's performance under the letter of award/supply order is terminated, and the date with effect from which such termination will become effective.

24.2 The items which are complete and ready in terms of the tender enquiry document/letter of award/supply order for delivery within thirty days after the supplier's receipt of the notice of termination shall be accepted by the Purchaser following the tender enquiry documents terms, conditions and prices.

25 Fall Clause

25.1 The Supplier undertakes that he has not supplied/is not supplying similar products/items 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.

25.2 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 equipment/goods has already been concluded.

26 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 letter of award against the Contractor, the Purchaser shall be entitled to withhold and also have 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.

27 **Resolution of disputes**

- 27.1 If dispute or difference of any kind shall arise between the Purchaser and the supplier in connection with or relating to the tender enquiry document/letter of award/supply order, the parties shall make every effort to resolve the same amicably by mutual consultations.
- 27.2 **Arbitration:** In event of any dispute or difference between parties hereto, such disputes or differences shall be resolved amicably by mutual consultation. If such resolution is not possible, then the unresolved dispute or difference shall be referred to arbitration of the sole arbitrator to be appointed by the Director General of SAI. The provisions of Arbitration and Conciliation Act, 1996 (No. 26 of 1996) shall be applicable to the arbitration under this clause.
- 27.3 Venue of Arbitration: The venue of arbitration shall be the place from where the letter of award has been issued, i.e., Bhopal only.
- 27.4 The Courts of Bhopal will have the exclusive jurisdiction to try the disputes

28 **Applicable Law**

The contract shall be governed by and interpreted in accordance with the laws of India for the time being in force. Non-Assignment The Supplier shall not assign and/or transfer any of its rights and obligations under this Agreement without the written consent of the Purchaser Notices- Any notices shall be served on following Address: Purchaser- Supplier- Nothing in this Agreement will be deemed to neither constitute a partnership between the parties nor constitute either party as the agent of other party for any purpose whatsoever. Delay in exercising or non-exercise of any right is not a waiver of this right. Any amendment of this Agreement will not be binding on the Parties unless set out in writing, expressed to amend this Agreement and signed by the authorized representatives of each of the Parties.

This is certifying that I/We have studied the terms & conditions and understood all clause of the tender in case of award of contract/supply order I/We undertake to abide by all terms and conditions mentioned in the same.

**AUTHORUSED SIGNATORY
(NAME IN BLOCK LETTERS)
SEAL OF THE TENDERER**

SECTION - VII (A)
CONTRACT AGREEMENT
SPORTS AUTHORITY OF INDIA,

Contract No _____

Dated _____

This is in continuation to this office's Notification of Award of Contract

No _____ dated _____

1. Name & address of the Supplier (Contract holder):

2. Purchaser's Bidding Document No _____ dated _____ and subsequent

Amendment No
3. Supplier's Bid No

, dated _____ (if
 dated _____ any),
 issued
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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' Authorization Form (if applicable for this Bid);
 - (vii) Purchaser's Notification of Award of Rate Contract
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	Terms of delivery

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

- (ii) Contract valid upto:**
- (iii) Prices:**
- (iv) Details of Performance Security:**
- (v) Warranty Period:**
- (vi) Payment terms:**

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

Received and accepted this Rate Contract

 [Signature with date, name and designation]

for and on behalf of Messrs _____

[Name & address of the manufacturers]

(Seal of the supplier) Date: __

SECTION - VII (B)

BANK GUARANTEE FORM FOR PERFORMANCE SECURITY

To
The Director Incharge
Sports Authority of India
Central Regional Centre,
Gram Gora, Bhopal -462044

WHEREAS _____ (Name and address of the supplier) (Hereinafter called "the supplier") has undertaken, in pursuance of contract no..... dated..... to supply (description of goods and services) (herein after called "the contract"). AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract; AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of _____ (Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt form the presenting us with the demand.

We further agree that no change or addition to or other modification of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid up to months from the date of notification of award i.e. up to ____ Indicate date.

(Signature with date of the authorized officer of the Bank)

.....

Name and designation of the officer

.....

..... Seal, name &
address of the Bank and address of the Branch

SECTION – VII (C)

INSPECTION & ACCEPTANCE CERTIFICATE

Certified that the following store(s) has/have been received in full & good condition as per the terms & conditions of Supply Order and Tender Enquiry Document specifications and Terms & Conditions:

- 1) Bid Reference No. & Date : _____
- 2) Name and Address of Indentor : _____
- 3) Supply order No. and Date : _____
- 4) Supplier’s Name & Address : _____
- 5) Consignee
: _____
- 6) Description of the item supplied : _____
- 7) Quantity Supplied : _____
- 8) Delivery date-(As per supply order) : _____
- 9) Extended Delivery Date, if any : _____
- 10) Date of actual Receipt of goods by the
Consignee
: _____
- 11) Delay in supplies beyond original
delivery date(sl.no.8-refers)
: _____
- 12) Damages/Shortages/recoveries for
late supplies etc., if any
: _____
- 13) Remarks, if any : _____

() () ()

Signatures of Inspection & Acceptance Committee Members

Counter signed by Head of the Centre

Date: _____

Place: _____

(Seal)

**SECTION – VII (E)
CHECKLIST**

Name of Bidder:
Name of Manufacturer

Sl. NO.	Activity	Yes/No/NA	Page No. in the TE Document	Remarks
1.	Have you enclosed EMD of required amount for the quoted schedules?			
2.	Have you enclosed duly filled Tender Form as per format in Section IV (C)?			
3.	Have you enclosed power of attorney in favor of signatory?			
4.	Are you a SSI unit, if yes have you enclosed certificate of registration issued by Directorate of Industries/NSIC			
5.	Have you enclosed clause-by-clause technical compliance statement for the quoted goods vis-à-vis the Technical specification?			
6.	In case of Technical deviations in the compliance statement, have you identified and marked the deviation?			
7.	Have you submitted satisfactory performance certificate/ installation Reports as per the perform for performance statement in Section III (B) of TE document in respect of all orders?			
8.	Have you submitted copy of the order (s) and end user certificate/installation Reports?			
9.	Have you submitted manufacturer's authorization as per Section IV (D)?			
10.	Have you kept validity of ___ days from the Techno Commercial Tender Opening date as per the TE Document?			
11.	Bidder, have you furnished Income Tax Account No. as allotted by the Income Tax Department of Government of India?			
12.	Have you intimated the name an full address of your Banker (s) along with your account Number			

13.	Have you fully accepted payment terms as per TE document?			
14.	Have you fully accepted delivery period as per TE Document?			
15.	Have you submitted the certificate of incorporation?			
16.	Have you accepted the warranty as per TE Document?			
17.	Have you accepted terms and conditions of TE document?			
18.	Have you furnished documents establishing your eligibility & qualification criteria as per the TE document?			
19.	Have you furnished Annual Report (Balance Sheet and Profit & Loss Account) for last three years prior to the date of Tender opening duly certified by chartered accountant hearing their membership no.?			
20.	Have you enclosed the Affidavit as per Section IV (I) of the TE Document?			

N.B

1. *All pages of the Tender should be page numbered and indexed.*
2. *The tenderer may go through the checklist and ensure that all the documents/confirmations listed above are enclosed in the tender and no column is left blank. If any column is not applicable, it may filled up as NA.*
3. *It is responsibility of tendered to go through the TE document to ensure furnishing all required documents in addition to above, if any.*

(Signature with date)

(Full name, designation & address of the person duly authorized sign on behalf of the tenderer)

For and on behalf of

(Name, address and stamp of the tendering firm)

SECTION – VII (F)

COMPLETION CERTIFICATE

Date:.....

This is to certify that the M/s..... full Address..... has completed the supply order of Sports Equipment at..... (department name & address).

1.	Heading of Work/Sports Equipment	
2.	Supply Order/Agreement No. & Date	
3.	Value of Supplied Sports Equipment (In Rs.)	
4.	Details of Sports Equipments	
5.	Date of Completion:	
6.	Are the work is/was satisfactorily? Yes/No	

**Seal, Signature & Name of the
Issuing Authority who has issued the Supply Order**

(The work completion certificate/work experience certificate should be furnished along with details of full address, contact land line phone/Cell number, Fax, Email address etc., of the issuing authority in the Letter Pad of the department/company where the work was executed)