



E-Tender document for Supply of Linen Items

at

**SPORTS AUTHORITY OF INDIA, UDHAV DAS MEHTA (BHAI JI), CENTRAL REGIONAL
CENTRE, GRAM GORA, BISHENKHERI, POST - SURAJ NAGAR,
BHOPAL (MADHYA PRADESH) PIN- 462044**

Telephone: 0755- 2696930, 2696924, Fax: 0755- 2696811

Websites: <http://sportsauthorityofindia.nic.in> & <http://saicrc.in>

UDHAV DAS MEHTA (BHAJI) CENTRAL REGIONAL CENTRE

**Gram Gora, Bishenkheri,
Suraj Nagar, Bhopal (MP)- 462044**

Email: - rdsaibho-mp@gov.in

Tel: 0755-2696930-24, 2696811(fax)

Bid Reference No.: 88/SAI/RDCC/LTE/Linen Items/2017-18

Date: 19.12.2017

INVITATION FOR BID (IFB)

Sports Authority of India, Central Regional Centre, Bhopal invites **online Bids on two bid system for Supply of Linen Items** from reputed & registered agencies/company/firm. Tender forms can be downloaded from the CPP Portal <http://eprocure.gov.in/eprocure/app> & <http://sportsauthorityofindia.nic.in>

- 1) The bidders are requested to read the tender document carefully and ensure compliance with all specifications/instructions herein. Non-compliance with specifications/instructions in this document may disqualify the bidders for the tender exercise. The Regional Director, SAI CRC Bhopal, reserves the right to select the firm or to reject any bid wholly or partly without assigning any reason. Incomplete tenders, amendments, and additions to tender after opening or late tenders are liable to be ignored and rejected.

S. N.	Description of Required Linen Items	Qty.	Amount of Bid Security (EMD) in Rs.
1.	Bed Sheet	750 Nos.	Rs.45,000/- (Rupees forty five thousand only)
2.	Pillow	610 Nos.	
3.	Pillow Cover	750 Nos.	
4.	Bed Cover	35 Nos.	
5.	Mattress	250 Nos.	
6.	Mosquito Net	260 Nos.	
7.	Blanket	200 Nos.	
8.	Curtain for Door	160 Nos.	
9.	Curtain for Window	80 Nos.	

CRITICAL DATE SHEET

Publication of the Tender Document	20.12.2017 (06:00 PM)
Downloading of Bid Document Start Date	21.12.2017 (11:00 AM)
Bid Submission Start Date	21.12.2017 (11:00 AM)
Bid Submission End Date	11.01.2018 (04:00 PM)
Clarification Start Date	21.12.2017 (11:00 AM)
Clarification End Date	03.01.2018 (06:00 PM)
Bid Opening Date	12.01.2018 (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 **clause 1 of Instruction to Bidder** 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 the same 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 will not be accepted.**

(Meena Bora)
Regional Director
SAI CRC Bhopal

INSTRUCTIONS TO BIDDERS (ITB)

1. Introduction for online bid submission:

1.1 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 at: <https://eprocure.gov.in//eprocure/app>.

1.2 REGISTRATION:

- (i) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in//eprocure/app>) by clicking on the link "Online bidder Enrolment" on the CPP Portal which is free of charge.
- (ii) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- (iii) Bidders are advised to register their valid e-mail address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- (iv) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify/TCS/nCode/ eMudhra etc.), with their profile.
- (v) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- (vi) Bidder then logs in to the site through the secured log-in by entering their user ID /password and the password of the DSC / e-Token.

1.3 SEARCHING FOR TENDER DOCUMENTS:

- (i) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- (ii) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- (iii) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the helpdesk.

1.4 PREPARATION OF BIDS:

- (i) Bidder should take into account corrigendum published on the tender document before submitting their bids.
- (ii) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- (iii) Bidder, in advance, should get ready the technical bid documents to be submitted as indicated in the tender document, **they can 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.
- (iv) To avoid the time and efforts 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.

1.5 SUBMISSION OF BIDS:

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

- (vi) 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 secrecy of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- (vii) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- (viii) Upon the successful and timely submission of bids (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.
- (ix) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.
- (x) 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**. All bids **(both Technical and Financial should be submitted in the E-procurement portal)**.

1.6 ASSISTANCE TO BIDDERS

- (i) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contract person indicated in the tender.
- (ii) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The 24 x 7 Help Desk Number 0120-4200462, 0120-4001002, 0120-4001005 Mobile : +91 8826246593 and E-Mail : support-eproc@nic.in

2. 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 the English language. However, the language of any printed literature furnished by the Bidder in connection with its Bid may be written in any other language provided the same is accompanied by an English translation and, for purposes of interpretation of the Bid, the English translation shall prevail.

3. Amendments to Bidding Documents

- 3.1 At any time prior to the deadline for submission of Bids, the Tender Inviting Authority may, for any reason deemed fit, modify the Bidding Documents by issuing suitable amendment(s) to it.
- 3.2 Such an amendment to the Bidding documents will be uploaded on CPP portal, SAI website www.sportsauthorityofindia.nic.in and SAI, CRC Bhopal website www.saicrc.in only.

- 3.3 Prospective Bidders are advised in their own interest to visit above mentioned websites for any amendment etc. before submitting their Bids.
- 3.4 Before formulating the Bid and submitting the same to the Tender Inviting Authority, the Bidder should read and examine all the terms, conditions, instructions etc. contained in the Bidding Documents. Failure to provide and/or comply with the required information, instructions etc. incorporated in these Bidding Documents may result in rejection of its Bid.

4. MODE OF SUBMISSION OF TENDER

- 4.1 **The bidder/Supplier has to submit online bids through e-procurement portal <http://eprocure.gov.in/eprocure/app> Technical bid (Cover 1) & Financial bid (Cover 2).**

COVER-1 : TECHNICAL BID

The technical bid must be accompanied with the following documents:-

TECHNICAL BID, UPLOAD THE FOLLOWING DOCUMENTS IN THE TECHNICAL BID :-

- a. Scanned copy of Demand Draft on account of Earnest Money Deposit (EMD) as per **Annexure-I**.
- b. Documents required Eligibility Criteria as per **Annexure-II** along with the documentary proof.
- c. Certificate of Incorporation/ Registration Certificate of the firm / Company/Agency.
- d. Certificates of satisfactory performance in supply of similar items as stipulated in **Annexure-III**.
- e. A certificate from Chartered Accountant showing the annual turnover of minimum Rs.21 lac during the last 3 preceding years i.e. 2014-15, 2015-16, 2016-17, as per **Annexure-IV**.
- f. Bidder declaration form as per **Annexure-V**.
- g. Bidder undertaking form as per **Annexure-VI**.
- h. National Electronic Fund Transfer (NEFT Form) as per **Annexure-VII** for payment in Indian Rupee.
- i. Income Tax returns filed for the last three financial years 2014-15, 2015- 16, 2016-17.
- j. PAN No.
- k. GST Registration Certificate
- l. Valid TIN (Tax Payer Identification Number)/VAT
- m. Valid subsisting license/Authorized Agent certificate, if applicable

- n. General Information of the Bidder.
- o. Clause by clause compliance demonstrating substantive responsiveness by signing and stamping on all the pages of the original bid document by authorized person(s).

Note-1: The bidding companies/firms/agencies are required to attest (self attestation) the 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 be black-listed for purpose of procurement of any item(s), in addition to attracting penal provisions of the tender document.

Note-2: **The Technical bid shall not include any financial information. Such a bid shall be summarily rejected.**

COVER -2 : FINANCIAL / PRICE BID

Financial offer should be submitted **in PDF** as per the format as per **Annexure-VIII** through **CPP Portal**.

- 4.2 The bidder shall state the basic price inclusive of all levies, transportation, delivery, GST, VAT taxes & all other charges. The basic unit price needs to be indicated individually against the items, the bidder proposed to supply. The offer shall be in Indian Rupees only.
- 4.3 Bidder shall quote only one price for each item.
- 4.4 Discount, if any, offered by the bidders shall not be considered unless they are specifically indicated in the Price Schedule. Bidders desiring to offer discount shall, therefore, modify their bids suitably while quoting and shall quote clearly net price taking all such factors like discount, free supply etc. into account.
- 4.5 It is the responsibility of Bidder to go through the Bidding Document to ensure furnishing of all required documents in addition to above, if any.
- 4.6 All pages of the Bid should be page numbered and indexed.
- 4.7 The authorized signatory of the Bidder must sign the Bid duly stamped at appropriate places and put initial on all the remaining pages of the Bid.
- 4.8 No condition shall be attached to the Financial Bid. Such a bid shall be summarily rejected.

Note: **All documents should be uploaded in PDF format as per prescribed format.**

5. Bid Prices

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

6. Alternative Bids – “Not Applicable”

7. EARNEST MONEY DEPOSIT DETAILS

- a) **EMD of Rs.45,000/- (Rupees forty five thousand only)** in the form of Demand Draft from Nationalized/scheduled bank in favour of Regional Director, SAI CRC Bhopal, payable at Bhopal, should be submitted. The EMD should be valid for at least 90 days.
- b) The firms registered with DGS&D / National Small Industries Corporation (NSIC) for **all these items only**, are exempted from EMD. However, they have to enclose valid self-attested registration certificate(s) along with the tender to this effect.
- c) EMD of all unsuccessful bidders will be returned after finalization of the tender. EMD of the successful bidder will be returned only after receipt of Security Deposit towards Performance Guarantee as per clause no. 19.
- d) The amount of EMD is liable to be forfeited, if the tenderer withdraws from the offer after submission of the tender or after the acceptance of the offer and fails to remit the Performance Security Deposit.
- e) No interest will be paid on the EMD / Performance Security deposited / remitted. The details pertaining to EMD are to be filled as per **Annexure-I**.

8. OID, ELIGIBILITY CRITERIA & TECHNICAL CRITERIA

8.1 OID (Other Important Documents)

OID viz. Firm Incorporation Certificate, PAN details, TIN/VAT, GST, etc. details are to be provided.

8.2 Eligibility Criteria

- a) The Bidder should give Self declaration certificate for acceptance of all terms & conditions of tender documents. A duly completed certificate to this effect is to be submitted as per the **Annexure-V**.
- b) The firm should be neither blacklisted by any Government Dept., nor any criminal case registered / pending against the firm or its owner / partners anywhere in India. A duly completed certificate to this effect is to be submitted as per **Annexure-VI**.
- c) The company should attach list of Purchase Order / Work Order and successful completion certificate where the similar type of work executed during the 5 years from the date of publication of tender as detailed below
 - (I) Three similar works of 40% of the estimated cost.
 - OR** (II) Two similar works of 50% of the estimated cost.
 - OR** (III) One similar work 80% of the estimated cost.

The details of the same along with supporting document are to be submitted as per the **Annexure-III**.

d) Certificate of Chartered Accountant showing annual turnover of Rs.21 lac in average for the last three financial years 2014-15, 2015-16, 2016-17. Copies of duly signed profit & loss accounts / CA Certificate are to be submitted as per the **Annexure-IV**.

e) The firm should supply the sample of each items duly sealed and signed as per specification mentioned in the **Appendix-I**.

8.3 TECHNICAL CRITERIA

Bidders should comply the specification of the tendered item in all respect, No deviations are acceptable. The detailed format is attached at **Appendix-I**. The bidder is to complete the same in all respect and submit accordingly.

9. FINANCIAL BID DETAILS

Financial bid given with tender to be uploaded after filling all relevant information. The priced bid should be uploaded strictly as per the **Annexure-VIII** in **PDF FORMAT** failing which the offer is liable for rejection. Kindly quote your offer on FOR SAI CRC BHOPAL (inclusive of all taxes and charges).

Vendor should quote prices in FINANCIAL BID only, offers indicating rates anywhere else shall be liable for rejection.

10. TIME SCHEDULE

Publication of the Tender Document	20.12.2017 (06:00 PM)
Downloading of Bid Document Start Date	21.12.2017 (11:00 AM)
Bid Submission Start Date	21.12.2017 (11:00 AM)
Bid Submission End Date	11.01.2018 (04:00 PM)
Clarification Start Date	21.12.2017 (11:00 AM)
Clarification End Date	03.01.2018 (06:00 PM)
Bid Opening Date	12.01.2018 (04:00 PM)

11. AVAILABILITY OF TENDER

The tender document can be downloaded from <http://eprocure.gov.in/eprocure/app>, www.sportsauthorityofindia.nic.in & www.saicrc.in and be submitted only through the CPP Portal.

12. BID VALIDITY PERIOD

The bid will remain valid for 90 days from the date of opening as prescribed by SAI CRC Bhopal. A bid validate for a shorter period shall be rejected, being non-responsive.

13. OFFLINE SUBMISSION OF EMD & SAMPLE

- 13.1 It is also required to submit Samples of each items duly signed & sealed, EMD along with duly completed Annexure-I in original in a sealed envelope superscripted bid reference no. **Bid Reference No.: 88/SAI/RDCC/LTE/Linen Items/2017-18 date: 19.12.2017** at the following address on or before **04:00 PM on 11th January, 2018.**

Office of Regional Director,
Sports Authority of India, Central Regional Centre, Gram Gora Bishenkheri, Post-Suraj Nagar, Bhopal (M.P.)- 462044

- 13.2 **EMD envelopes should be submitted in one cover duly sealed and may be put up in the EMD box kept in the office mentioned in the clause 13.1.**
- 13.3 **Sample should be submitted in Store Section of SAI CRC Bhopal on or before stipulated time as per clause 13.1.**

14. BID OPENING

- a) Technical Bids will be opened on 12.01.2018 at 1600 Hrs.
- b) Financial Bids of the eligible bidders will be opened on a later date. The date and time for opening of Financial Bids will be announced later.
- c) **Bids should be summarily rejected, if tender is not submitted through online or Samples and original EMD are not submitted within stipulated date / time.**

15. BID EVALUATION

Two - Bid system as mentioned in Para 4 above will be as follows. The Technical Bids are to be opened in the **first instance**, at the prescribed time and date as indicated in IFB Critical Date Sheet. These Bids shall be scrutinized and evaluated by the Tender Inviting Authority with reference to parameters prescribed in the Bidding Document. During the Technical Bid opening, the Bid opening official(s) will read the salient features of the Bids like brief description of the services offered, Completion period, Bid Security and any other special features of the Bids, as deemed fit by the Bid opening official(s). Thereafter, in the **second stage**, the sample selection process of the technically eligible firms will be taken, after selection of sample by the committee. Then, the **third stage** the Price Bids of only the Technically eligible firm & sample selection acceptable offers (as decided in the first stage & second stage) shall be opened for further scrutiny and evaluation on a date notified after the evaluation of the Technical Bid & sample selection. The prices, special discount if any, offered etc., as deemed fit by Bid opening official(s) will be read out. The Commercial Bid with the lowest price will be the highest evaluated bid.

16. PAYMENT TERMS

No advance payment will be made in any case. Bills in Duplicate should be sent and the payment shall be released generally within 30 days, only after it is ensured that the items / quality of the items supplied are the entire satisfaction of SAI CRC Bhopal. If any item is found defective, or not of the desired quality etc., the same should be replaced by the firm(s) immediately for which no extra payment shall be made.

17. WARRANTY OF QUALITY AND QUANTITY

- a) The awardee shall give warranty minimum 01 year from the date of receiving the items by SAI CRC Bhopal and certify that all items are as per specification(s), conforming to the specified design and there are no defects in the process of manufacturing, packaging, transportation and delivery.
- b) Upon receipt of notice from SAI CRC Bhopal for defective material, the firm shall **within 15 days** of receipt of the notice, replace the defective material, free of cost at the destination. The firm shall take over the defective material at the time of their replacement. No claim whatsoever shall levy on SAI CRC Bhopal for the replaced goods thereafter. If the firm fails to replace the defective goods within a reasonable period, SAI CRC Bhopal may proceed to take such remedial actions as may be necessary, at the company's risk and cost.

18. LIQUIDATED DAMAGES

In case of delay in supply / replacement by the stipulated date, SAI CRC Bhopal reserves the right of imposing penalty @ 0.5 % per week on the overall value of the balance supply order subject to maximum 10 % of the total cost of supply order.

19. PERFORMANCE SECURITY DETAILS

- a) The successful tenderer will have to deposit the performance security in favour of Regional Director, SAI CRC Bhopal **valid for 12 Months** in the form of Demand Draft @10% of the total value of order within 15 days from the date of issue of the award letter. No interest will be paid by SAI CRC Bhopal on the deposit.
- b) Performance Security will be refunded to the supplier, after it duly performs and completes the contract/warranty period in all respect.
- c) Performance Security will be forfeited if the firm fails to perform/abide by any of the terms or conditions of the contract.

- d) In case, the firm fails to supply the required goods/items within specified delivery period, the same goods/items will be procured from open market and the difference of cost, if any, will be recovered from Performance Security or from pending bill(s) of the defaulting firm or from both in case the recoverable amount exceeds the amount of Performance Security.

20. **DELIVERY SCHEDULE**

The successful bidder should Supply the respective ordered item **within 15 days** at SAI CRC Bhopal from the receipt of the purchase order. In case of any damage found, the item(s) should be replaced **within 15 days** at SAI CRC Bhopal. The bidder has to make own arrangement for unloading of the items.

21. **OTHER TERMS AND CONDITIONS**

21.1 **Termination for Insolvency**

The SAI CRC Bhopal may at any time terminate the Contract by giving a written notice to the awarding firm, without compensation to the firm, if the firm becomes bankrupt or otherwise insolvent as declared by the competent Court, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the department.

The courts of Bhopal alone will have the jurisdiction to try any matter, dispute or difference between the parties arising out of this purchase. It is specifically agreed that no court outside and other than Bhopal Court shall have jurisdiction in the matter

21.2 **Force Majeure**

- a. Should any force majeure circumstances arise, each of the contracting parties be excused for the non-fulfillment or for the delayed fulfillment of any of its contractual obligations, if the affected party within 15 days of its occurrence informs in a written form to the other party.
- b. Force Majeure shall mean fire, flood, natural disaster or other acts such as war, turmoil, sabotage, explosions, epidemics, quarantine restriction, strikes, and lockouts i.e. beyond the control of either party.

21.3 **Arbitration**

In the event of any dispute or difference arising under this supply, the Director General, SAI or his nominee is the arbitrator and the decision of the arbitration will be binding on both parties.

21.4 **Other Conditions**

- a) The bidder has to upload the relevant & readable files only as indicated in the tender documents. In case of any irrelevant or non-readable files, the bid may be rejected.

- b) SAI CRC Bhopal reserves the right to accept or reject any or all the tenders in part or in full or may cancel the tender, without assigning any reason thereof.
- c) SAI CRC Bhopal reserves the right to relax / amend / withdraw any of the terms and conditions contained in the Tender Document without assigning any reason thereof. Any inquiry after submission of the quotation will not be entertained.
- d) SAI CRC Bhopal reserves the right to modify/change/delete/add any further terms and conditions prior to issue of purchase order.
- e) SAI CRC Bhopal reserves the right to increase & decrease the requirement at the same rates and terms subject to the condition that there is no downward trend in prices.
- f) In case the bidders/successful bidder(s) are found in breach of any condition(s) at any stage of the tender, Earnest Money/Performance Security shall be forfeited.
- g) Conditional tenders will not be considered in any case.
- h) In case of doubt in material, the expenditure on testing of supply goods will be borne by the tenderer.
- i) SAI CRC Bhopal shall not be responsible for any postal delay, non-receipt or non- delivery of the Samples, EMD.
- j) **Vendor is required to submit the samples and their samples in an envelope within stipulated date & time along with EMD as mentioned in clause no. 13 Non submission of Samples will lead to cancelation of participation in tender process.**
- k) **SAI CRC Bhopal reserves the right to place the order to overall lowest bidder or split the order to more than one bidder at the respective quoted lowest price.**
- l) **SAI CRC Bhopal may issue corrigendum to tender documents before due date of Submission of bid. The bidder is required to read the tender documents in conjunction with the corrigendum, if any, issued by SAI CRC Bhopal. The bidder is not supposed to modify the tender document.**

I have read and understood all the terms & conditions of the Tender and hereby undertake to abide by same.

Authorized Signature

Name & Address of the firm with seal

Bid Reference No.: 88/SAI/RDCC/LTE/Linen Items/2017-18 Date: 19.12.2017

TECHNICAL SPECIFICATION & TENTATIVE REQUIREMENT**Schedule of Requirement**

S. N.	Item Name	Technical Specification	Quantity
1)	Bed Sheet	Cotton High Tread count Colored Pre Shrink, Fabric Size 54 Inches x 90 Inches suitable for 3'x 6' Single Bed	750 Nos.
2)	Pillow	Hollow Fiberfill, size 43cm X 69cm	610 Nos.
3)	Pillow Cover	Pillow Cover: High Tread Cotton, Colored Pre Shrink, Fabric Suitable for 18"x12" pillow	750 Nos.
4)	Bed Cover	Cotton Width x Length 152 cm X 228 cm	35 Nos.
5)	Mattress	Dimensions: Length (183 cm), Width (76 cm), Height (10 cm), polyester cotton printed weave, Rubberized, Coir 1.5"+1" polyurethane foam in the middle +1.5" rubberized coir + mm foam with quilt.	250 Nos.
6)	Blanket	Shrink resistant; Skin friendly; Soft texture Weight approximate 2.700 gm to 3 kg Made of 75% wool and 25% other standard fibers 4ft x 7ft size	200 Nos.
7)	Mosquito Net	Nylon, Thick Mesh, easy fit. Size height 55" x width 38" x Depth 75" , (good Quality)	260 Nos.
8)	Curtain for Door	Best quality Suitable for door of size height 7 foot & Width: 4 foot	160 Nos.
9)	Curtain for Window	Best quality Suitable for door of size height 6 foot & Width: 3.5 foot	80 Nos.

*One sample of each items are required to submit with the EMD, as stated in Para No. 13 of this document.

To
The Regional Director
Sports Authority of India
Central Regional Centre,
Gram Gora Bishenkheri,
Post Suraj Nagar,
Bhopal (M.P.) PIN-462044

Sub: - EMD Details.

Ref : - Bid Reference No.: 88/SAI/RDCC/LTE/Linen Items/2017-18 Date: 19.12.2017

Dear Sir,

The following DD in favour of SAI CRC Bhopal are enclosed herewith towards EMD

Detail of DD	Amount	DD No	DD Date	Bank Name
EMD	Rs. 45,000/-			

Thanking you

Yours faithfully,

(Authorized Signatory with Seal)

STATUTORY DOCUMENTS

Bid Reference No.: 88/SAI/RDCC/LTE/Linen Items/2017-18 Date: 19.12.2017

Name of the Party		
Firm Registration Number & Validity		
PAN Number		
GST Registration Number		
TIN/ VAT Registration Number		
Registered Office Address (For Future Communication)		
Authorized Signatory Details	Name	
	Designation	
	Email	
	Phone	
Details of Contact other than Authorized Signatory	Name	
	Designation	
	Email	
	Phone	

Signature and Seal of the

Tenderer: Name in Block

Letter:

Designation:

Contact no.:

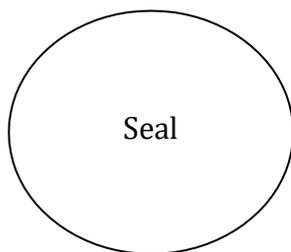
Date:

Work Order Details:

Bid Reference No.: 88/SAI/RDCC/LTE/Linen Items/2017-18 Date: 19.12.2017

S. No.	Evaluation Criteria	Name of the Client	Order No. & Date	Amount	Remark
	List of Purchase Order / Work Order along with work completion certificate where the similar type of Work executed by you during the 03 years from the date of publication of tender				
1	Three similar works of 40% of the estimated value OR	1.			Supporting documents are to be attached along with the Annexure-III
		2.			
		3.			
2	Two similar works of 50% of the estimated value OR	1.			
		2.			
3	One similar work of 80% of the estimated value	1.			

Date:



Authorized Signatory

Name:

Designation:

Place:

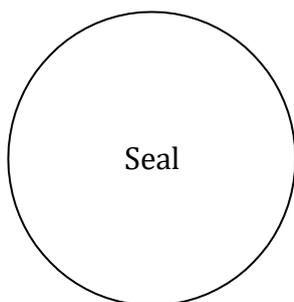
Contact No.:

Annual Turnover Details

Bid Reference No.: 88/SAI/RDCC/LTE/Linen Items/2017-18 Date: 19.12.2017

Evaluation Criteria			Remark
Bidder's Annual Turnover for last three financial years 2014-15, 2015-16 & 2016-17	Financial Year	Turnover in Rs.	-
	2016-17		Supporting Documents are to be attached along with the Annexure-IV
	2015-16		
	2014-15		

Date:



Place:

Authorized Signatory:

Name:

Designation:

Contact No.:

To
The Regional Director
Sports Authority of India
Central Regional Centre,
Gram Gora Bishenkheri,
Post Suraj Nagar,
Bhopal (M.P.) PIN-462044

Sub: - Self Declaration Certificate

Ref : - Bid Reference No.: 88/SAI/RDCC/LTE/Linen Items/2017-18 Date: 19.12.2017

Dear Sir,

With reference to the above, I am/ We are offering our competitive bids for Supply of Linen Items, I / We hereby reconfirm and declare that I / We have carefully read, understood & complying the above referred tender document including instructions, terms & conditions, specifications, schedule of quantities and all the contents stated therein.

I / We also confirm that the rates quoted by me / us are inclusive of all taxes, duties etc., applicable as on date and are for SAI CRC Bhopal, and free delivery and unloading at SAI CRC Bhopal Campus..

Thanking you

Yours faithfully,

(Authorized Signatory with Seal)

Undertaking

(to be provided on letter head of the firm)

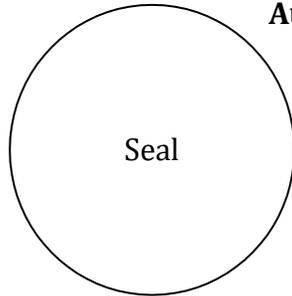
Bid Reference No.: 88/SAI/RDCC/LTE/Linen Items/2017-18 Date: 19.12.2017

I hereby certify that the above firm neither blacklisted by any Central/State Government/Public Undertaking/Institute nor any criminal case registered / pending against the firm or its owner / partners anywhere in India.

I also certify that the above information is true and correct in every respect and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

Date:

Authorized Signatory



Name:

Place:

Designation:

Contact No.:

NEFT MANDATE FORM

Ref : - Bid Reference No.: 88/SAI/RDCC/LTE/Linen Items/2017-18 Date: 19.12.2017

To

Date.....

The Regional Director
Sports Authority of India
Central Regional Centre
Gram Gora, Bishenkheri,
Post Suraj Nagar, Bhopal 462044

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.

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

[Signature with date, name and designation]

For and on behalf of Messrs_____

[Name & address of the bidder]

Enclose a copy of Crossed Cheque

FINANCIAL BID

Ref : - Bid Reference No.: 88/SAI/RDCC/LTE/Linen Items/2017-18 Date: 19.12.2017

S. N.	Item Name	Brand	Item Description	Rate per unit (A)	Taxes & Freight charges & free delivery at SAI CRC Bhopal (B)	Total Amount (A+B)
1.	Bed Sheet					
2.	Pillow					
3.	Pillow Cover					
4.	Bed Cover					
5.	Mattress					
6.	Blanket					
7.	Mosquito Net					
8.	Curtain for Door					
9.	Curtain for Window					

COMMERCIAL TERMS

1. We hereby undertake that no extra charges on any account will be claimed except as mentioned above.
2. We hereby undertake to strictly abide by the Commercial and other terms laid down in the Tender.

Firm Name.....

Name of the bidder.....

Designation.....

Contact No.....

[AUTHORIZED SIGNATORY]**SEAL OF THE BIDDER & NAME IN BLOCK LETTERS**