



**UDHAV DAS MEHTA (BHAIJI) CENTRAL REGIONAL CENTRE**

**Gram Gora, Bishenkheri,  
Suraj Nagar, Bhopal (MP)- 462044  
Email: - [rdsaibho-mp@gov.in](mailto:rdsaibho-mp@gov.in)  
Tel: 0755-2696930-24, 2696811(fax)**

**LIMITED TENDER ENQUIRY FOR PROCUREMENT OF SPORTS KIT  
FOR COACHES AT SAI CRC BHOPAL FOR THE YEAR 2016-17**

Sealed tenders are invited by Sports Authority of India from the reputed manufacturers /authorized distributor for supply of Sports Kit (Branded preferred) **for Coaches** having minimum annual turnover of Rs.15 lac (Rupees fifteen lac only) for last three years including exports as per audited balance sheet accounts for last three financial years i.e. 2013-14 & 2014-15, 2015-16. If the balance sheet for the year 2015-16 is not yet finalized, the Balance sheet for the financial year 2012-13 should be attached for awarding contract to supply the above sports kit items to the SAI CRC, Bhopal.

The detailed information, terms and conditions governing the award of contract are contained in the tender documents which may be obtained from the office of THE REGIONAL DIRECTOR, SAI CRC, Bhopal on any working day from the date of publication of this notice to 16<sup>th</sup> January, 2017, between 11.00 A.M. to 4.00 P.M. **free of cost**. Details are also available in SAI New Delhi website [www.sportsauthorityofindia.nic.in](http://www.sportsauthorityofindia.nic.in) & SAI CRC Bhopal website [www.saicrc.in](http://www.saicrc.in). The tenderer have to submit an **EMD of Rs.26,000/- (Rupees twenty-six thousand only)** in favour of Regional Director, SAI Bhopal in the form of account payee Demand Draft only.

The Tender Enquiry offer in the prescribed tender form along with all relevant documents sealed and completed in all respect must be **submitted latest by 17<sup>th</sup> January, 2017 up to 01.00 pm in the Tender Box placed at office of REGIONAL DIRECTOR, SAI Central Regional Centre, Gram Gora, Bishenkheri, Bhopal which will be opened on 17<sup>th</sup> January, 2017 at 03.30 pm in the presence of the tendered or their authorized representatives.**

Sports Authority of India reserves the right to accept or reject any tender without assigning any reason whatsoever.

**(Meena Bora)  
Regional Director (CC)**

# ***SPORTS AUTHORITY OF INDIA***

## **TENDER DOCUMENT FOR AWARD OF SUPPLY OF SPORTS KIT FOR COACHES**

IN

**SPORTS AUTHORITY OF INDIA  
CENTRAL REGIONAL CENTRE, BHOPAL**

Authorized signatory

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Sports Authority of India - Tender for Procurement of Sports Kit for Coaches for the year 2016-17

**UDHAV DAS MEHTA (BHAJI) CENTRAL REGIONAL CENTRE**

**Gram Gora, Bishenkheri,**  
**Suraj Nagar, Bhopal (MP)- 462044**  
**Email: - [rdsaibho-mp@gov.in](mailto:rdsaibho-mp@gov.in)**  
**Tel: 0755-2696930, 2696811(fax)**

Bid Reference no. SAI/RDCC/Sports Kit/Coaches/II/2016-17

**LIMITED TENDER ENQUIRY FOR PROCUREMENT OF SPORTS KIT  
FOR COACHES AT SAI CRC BHOPAL FOR THE YEAR 2016-17**

**Last date of receipt of Tenders**

**17<sup>th</sup> January, 2017 up to 1300 hrs**

**Date and Time for opening of Tenders**

**17<sup>th</sup> January, 2017 at 1530 hrs**

Sports Authority of India invites sealed tender from reputed manufacturers/authorized distributor for supply of Sports Kit (Branded preferred). The list of items of sports kit is enclosed as **Annexure – I** to this tender form. **The manufacturer/ authorized distributor should quote rates of sports kit with one sample for each item is submitted along with the technical bid tender document.** The sample of successful tenderer will be retained and the samples of unsuccessful bidders will be returned. Only one sample will be accepted.

1. Name of the Firm .....
2. Full Postal Address with Tel. No., Fax No. & E-mail Id .....
3. Registration No. of Firm .....
4. Attached copy of PAN Number of Firm/Proprietor .....
5. Attached copy of TAN No./VAT No. ....
6. Affidavit in Judicial Stamp Paper of Rs.100/- as required at S. No. **22 of Terms & Condition - Enclosed at Annexure II - A.** .....
7. Attached certificate from manufacturer that quoted items are latest stock and original and duly signed and sealed by the authorized signatory of the Company/firm and authorized dealer of the manufacturer .....
8. Copy of Audited Balance Sheet for the last three preceding years (i.e 2013-14, 2014-15 and 2015-16). In case balance sheet of 2015-16 is not finalized or readily available the balance sheet of 2012-13 should be attached) .....

9. Attached details of turnover for last three preceding years i.e 2013-14, 2014-15 and 2015-16 and in case Balance Sheet of 2015-16 is not yet finalized or readily available the Balance Sheet of 2012-13 should be attached and submitted showing annual turnover of Rs.15 lac in average for supply of sports kit. ....
10. Attached copies of ITR last three preceding years (i.e 2013-14, 2014-15 and 2015-16) .....
11. All Bidders should submit bank details as per proforma in the **Annexure -D** along with **Envelop A** for the convenient payment of bills of successful bidder through **E-transfer**. .....
12. Detail of clients to whom the sports kit was supplied a copy of award letters may be enclosed. ....

**Note: - All the pages should be sealed signed & numbered by the tenderer.**

**Authorized Signature  
Name & Address of the firm with seal**

## **GENERAL TERMS AND CONDITIONS**

1. The word “**LIMITED TENDER ENQUIRY FOR PROCUREMENT OF SPORTS KIT FOR COACHES AT SAI CRC BHOPAL FOR THE YEAR 2016-17**” should be super scribed on the top left corner of envelope bearing the name and address of the tenderer. The sealed tenders should accompany the following:-
  - A. EMD amount of Rs 26,000/- ( Rupees twenty-six thousand only) submitted in the form of account payee Demand Draft in favour of The Regional Director, Sports Authority of India, Bhopal payable at Bhopal. **(To be submitted in Envelope -A)**
  - B. The list of samples should be submitted to SAI along with **sample of each item of the quoted item** having name of Tenderer and Manufacturer as per Proforma at **"Appendix-A"** and Tender document duly signed by Tenderer on each page **(Envelope – B)**.
  - C. Rate quoted for each item with brand name as per submitted sample as shown in Proforma at **Annexure – III (Envelope – C)**.
2. The rate/commercial/Technical offer of the firm will remain valid from the date of acceptance/termination of the contract as the case may be initially for one year.
3. The tenderer shall submit the tender document in three separately sealed envelopes addressed to THE REGIONAL DIRECTOR, SPORTS AUTHORITY OF INDIA, CENTRAL CENTRE, GRAM GORA BISHENKHERI, POST SURAJ NAGAR , BHOPAL as under :-

**Envelope A: The Demand Draft** of Earnest Money will be placed in sealed envelope – along with details of Demand Draft only along with details of Tenderer with Seal and Signature on envelop.

**Envelope B:** This envelope shall contain the documents as mentioned in the Tender and information pertaining to the Sports Kit with the tender documents duly signed on each page by the tenderer or his authorized signatory.

**Envelope C:** Envelope C shall contain the **Financial Bid Documents**.
4. The envelopes containing the quotations/ tenders should be sealed and be super scribed “**LIMITED TENDER ENQUIRY FOR PROCUREMENT OF SPORTS KIT FOR COACHES AT SAI CRC BHOPAL FOR THE YEAR 2016-17**” as the case may be. The sealed Envelopes should be deposited in the Tender box placed in the office of The Regional Director, SAI Central Centre, Gram Gora, Bishenkheri, Bhopal up to 1:00 pm on 17<sup>th</sup> January, 2017.
5. Envelope ‘A’ & ‘B’ submitted by the Tendered will be opened on the same day at 03.30 pm, i.e. 17<sup>th</sup> January, 2017.
6. Envelope ‘C’ (i.e. Financial Bid) of only those tenderers will be opened, whose samples are selected and qualifies technically. Date and Time for opening of Envelop ‘C’ i.e. Financial Bids will be communicated to those whose technical bid is accepted.
7. The tenderer should sign & seal each page of the tender as token of accepting the terms and condition mentioned herein.
8. The Bids received Late/Vague/ conditional /incomplete/not conforming to the laid down procedure, in any respect will be rejected.

**Authorized Signature  
Name & Address of the firm with seal**

9. Offers sent by telex/fax/telegram will not be accepted.
10. In case of differences arising in the terms and conditions of the tender document with the firm (s) the decision of SAI shall prevail.
11. After approval of, the tender, SAI Central Centre Bhopal will retain one sample of each approved item free of cost, non returned which, the tenderer shall not raise any objection.
12. Material indented for, shall be supplied in full quantity within stipulated time. In case of delay in supply/ non supply/ short supply/ poor quality or any other complaint, SAI reserves the right to adjust extra liabilities from the Earnest Money/Security Money, disapprove a brand/all brands or may take any other action as deemed fit.
13. SAI will have right to buy Sports Kit as per sample approved or may give its own colour.
14. The tender documents are neither transferable nor the cost of tender document is refundable under any circumstances.
15. The issuing of tender documents shall not constitute that the tenderer gets automatically qualified.
16. If even after approval, information/ facts submitted by a tenderer are found misleading/incorrect/false etc. SAI reserves right to disapprove an item (s) for the current/ future rate contract or may impose penalties as deemed fit. Non compliance of any of the terms of tender and future instructions assured by Regional Director, SAI Central Regional Centre, will also warrant above penalties.
17. All clothing items must have SAI Logo embroidered/ screen-printed on them. The tenderer are to submit an undertaking to the effect that the samples submitted with documentary proof and any discrepancy found later on, the whole amount will be recoverable from the Security Money deposited and remaining amount if any shall be recovered from the tenderer.
18. Supply Sports Kit for Coaches may be bifurcated according to the orders placed from Time to time during the year and place of supply. The approved rate may also be applicable for other sports promotional schemes of Sports Authority of India, Regional Office Bhopal.
19. **The rates must be quoted for complete set of items (01 to 03) as mentioned in Annexure-I. For the sample submitted (only accepted one set of sample which submitted along with the tender) the rate quoted should be inclusive of all taxes and freight charges.** The quantity and size of Sports Kit will be decided by the Regional Director, SAI, Central Centre, Bhopal on the basis of the No. of coaches in each discipline in Central Centre, Bhopal.
20. **Tenderers are strictly required to quote rates for one branded company only.**
21. All tenderer will mention technical detail and specification of quoted items in **Envelop-B.**
22. **The successful tenderer will give an Affidavit on a Stamp Paper of Rs.100/- duly Notarized** that the quality of approved items are of the particular branded company only, quoted in the tender are correct & as per the specification of the concerned branded manufacturer.
23. In case of any defect found in the supplies or during the guarantee period, the concerned party will be liable to pay full damage, which shall be adjustable from the Security Amount,. The Regional Director CC may impose penalty as deemed fit and will have right to recover the amount from Security or to make deduction from the bill.

**Authorized Signatory  
Name & Address of the firm with seal**

24. The EMD of all unsuccessful tenderers will be returned within a week after completion the process of the Limited Tender.
25. A security deposit of 5% of total of supply order value have to be deposited as Security Deposit, by the tenderer refundable after adjustment of dues, payable by such successful bidder, under the terms of this tender document, the deposits will be interest free.
26. In case of any doubt in material- the expenditure on testing of material will be borne by the tenderer.
27. All tenderers are required to mention the Name of Firm with authorized distributor's certification with documentary proof from the branded company whose sample and rates has been quoted in the tender documents. The sample must be submitted full set in a bag/box which will be opened and counted in front of the tenders along with Technical bid.
28. The detail of documents required for eligibility is given in **Annexure - II**.
29. Tender received without the above documents will summarily be rejected.
30. In case of delay in supply by the stipulated date, The Regional Director, SAI Central Regional Centre, Bhopal reserves the right of imposing penalty as deemed fit.
31. **The rate quoted for the items should be inclusive of all Taxes/Levy and transportation charges. No other charges/ Levy shall be paid extra.**
32. The manufacturer/ distributor should give minimum one year guarantee for all the items for material manufacturing defects, and undertake to replace defective products at no extra cost within a month of the defect being brought to the notice of the manufacturer/distributor.
33. **The manufacturer/authorized distributor should quote rates of sports kit with one sample for each item is submitting along with the technical bid tender document**
34. The supply order can be terminated or cancelled summarily by SAI in whole or in part any time without assigning any reason, if the supply made by the manufacturer/ distributor is not found according to the sample approved or in case supply is not received within stipulated time and Regional Director, SAI Central Regional Centre, Bhopal feels that it cannot be used for the event/camp/practice for which it was requisitioned.
35. SAI logo as per **Annexure-IV** should be screen printed compulsory, if found not screen printed 10% penalty will be imposed on supplied items.
36. Regional Director, SAI Central Regional Centre, Bhopal reserves the right to reject any tender in whole or in part thereof without assigning any reason. If 5% or more of any item of any one or more lots of supply, is found to be defective, in material, size, quality or any other defect of any specification or manufacturing defect, then a penalty of 10% of the total price of the supplied lot in addition to refund for returned/ rejected goods, will become payable to SAI.
37. In the event of any dispute or differences arising between the parties with regard to the terms and conditions of the agreement/contract and or with regard to the breach or interpretation thereof including all rights and liabilities there under on any matter what so ever touching upon the terms and conditions of the agreement/contract whether in course or on or after its termination the parties agreed to settle the same at the first instance by mutual discussions/conciliation which would be conducted by the Regional Director, SAI Central Regional Centre at Bhopal.

**Authorized Signatory  
Name & Address of the firm with seal**

38. In the event of the said mutual discussions/conciliation fails, the aggrieved party shall initiated Arbitration proceedings for resolution of differences / disputes etc., mentioned above by appointing a sole Arbitrator, who shall be The Regional Director of SAI, in which event the said proceeding shall be conducted in accordance with the provisions of The Arbitration and Conciliation Act 1996.
39. The venue of such arbitration proceedings shall be at Bhopal or as decided by The Regional Director of SAI and the court of law in Bhopal alone will have Jurisdiction in respect of all proceedings connected there with.
40. Payment will be released after satisfactory supply and receipt of goods, supplied as per supply order.
41. **In a tender, either the Indian agent on behalf of the Principal /OEM or Principal/OEM itself can bid but both cannot bid simultaneously for the same item/product in the same tender.**
42. **If an agent submits bid on behalf of the Principal/OEM, the same agent shall not submit a bid on behalf of another Principal/OEM in the same tender for the same item/ product.**

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

**Authorized Signatory  
Name & Address of the firm with seal**

**CHALLAN FOR SAMPLE SUBMISSION**

LIMITED TENDER FOR.....  
 [TO BE SUBMITTED IN ENVELOPE 'B']

Challan No. & Date.....(Listing items as per order mentioned in the Tender under submission)

Vat/Sales Tax No:.....

Date:.....

PAN. No.....Date:.....

TENDER No:.....

EMD BANK DRAFT NO: .....

And Date:.....

For Rs .....

(Complete Address in Capital letter)

BRAND NAME.....

S.N.	Name of item(all the item should be of same brand)	Technical details	No. of Sample (one each)
1	Track Suit		
2	T-Shirts		
4	Warm Up Shoes		

**(AUTHORIZED SIGNATORY AND STAMP)**

## TENTATIVE REQUIREMENT OF TRACK SUIT, T-SHIRT, WARM UP SHOES &amp; SPECIFICATIONS

**COACHES SPORTS KIT:**

S. N.	Name of Items	Remarks
1	Track Suit <b>BRANDED Preferred</b>	<b>Branded</b> Superior quality micro peach with cloth lining inside. <b>For Upper:</b> Ribs on the waist & cuffs with folded collars. <b>For Lowers:</b> Open bottom with durable & superior quality elastic with dori at the waist. Stitched Nylon thread interlocking & over locking and granted fast color <b>Light Blue</b> with <b>SAI LOGO (As per Annexure-IV)</b> to be displayed in the front and <b>SPORTS AUTHORITY OF INDIA</b> in bold letters on the back.
2	T-Shirt <b>BRANDED Preferred</b>	Branded T-Shirts of knitted superior quality cloth with collars containing 75% cotton and 25% man made/synthetic fibers with <b>SAI LOGO (As per Annexure-IV)</b> to be displayed in the front and <b>SPORTS AUTHORITY OF INDIA</b> in bold letters on the back.
3	Warm Up Shoes <b>BRANDED Preferred</b>	<ol style="list-style-type: none"> <li>The upper should be made of synthetic leather or synthetic leather with nylon meshes, lightweight, Breathable material with reinforcement on the toes for durability &amp; Comfort preferably.</li> <li>The quoted sample must include the test result in original preferably by footwear Designing and Development Institute (FDDI), Govt. of India, for both the soles and the upper materials.</li> </ol> <p>The minimum flex cycle of upper material should be preferably as per the FDDI standards. The quoted samples should also include the sole bonding test result conducted or confirmed by FDDI Preferably. <b>(As per Annexure-IV)</b></p>

**Note: The maximum amount for above BRANDED ITEMS i.e. Track Suit-01, T-Shirt-04, Warm up Shoes- 02 pairs shall not exceed Rs.8,000/- (Rupees eight thousand only) per set inclusive of all taxes and freight.**

- 1) THE RATE OF ONE SET OF ITEMS MENTIONED AT S NO.01 TO 03 ABOVE CONSOLIDATELY, SHALL NOT EXCEED THE ENTITLED LIMIT OF Rs.8,000/- (RUPEES EIGHTY THOUSAND ONLY) INCLUSIVE OF ALL TAXES, FREIGHT CHARGES & OTHER LEVY.
- 2) THE ABOVE PROJECTED QUANTITY IS TENTATIVE WHICH MAY INCREASE OR DECREASE AS PER ACTUAL REQUIREMENT.

**Authorized Signatory  
Name & Address of the firm with seal**

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

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

**Sub: LIMITED TENDER ENQUIRY FOR PROCUREMENT OF SPORTS KIT FOR COACHES AT SAI  
CRC BHOPAL THE YEAR 2016-17.**

In response to the Tender Notice published in the.....on ....., I had purchased Tender Form No.....from your office. I had downloaded tender from website [www.sportsauthorityofindia.nic.in](http://www.sportsauthorityofindia.nic.in) & [www.saicrc.in](http://www.saicrc.in) and have deposited required EMD.

I am sending herewith my tender documents as under:

- a) TECHNICAL BID: The tender documents duly signed on each page and all other documents to be submitted along with the tender. **(Envelope "B")\*\***.
- b) FINANCIAL BID: The financial bid for the supply **(Envelope "C")**.

\*\* The following details and supporting documents accordingly are available in Envelope "B" for evaluating eligibility etc.

1. Name of the Firm
2. Full Postal Address with Tel. No., Fax No. & E-mail Id
3. Registration No. of Firm
4. Attached copy of PAN Number of Firm/Proprietor
5. Attached copy of TAN No./VAT No.
6. Affidavit in Judicial Stamp Paper, as required at S. No. **22 of Terms & Condition - enclosed at Annexure II - A**.
7. Attached certificate from manufacturer that quoted items are latest stock and original and duly signed and sealed by the authorized signatory of the Company/firm and authorized dealer of the manufacturer
8. Copy of audited Balance Sheet for the last three preceding years i.e 2013-14, 2014-15 and 2015-16 should be attached. In case where the Balance Sheet of 2015-16 is not yet finalized or readily available, the Balance Sheet of 2012-13 should be attached)
9. Attached turnover of last three preceding i.e 2013-14, 2014-15 and 2015-16 should be attached. In case where the Balance Sheet of 2015-16 is not yet finalized or readily available the Balance Sheet of 2012-13 should be attached and submitted showing annual turnover of R.15 lac for supply of sports kit.
10. Attached copies of ITR last three preceding years (i.e 2013-14, 2014-15 and 2015-16)
11. All Bidders should submit bank details as per proforma in the **Annexure -D** along with **Envelop A** for the convenient payment of bills of successful bidder through **E-transfer**.
12. Detail of clients to whom the sports kit was supplied and copy of award letters be enclosed.

That I/We will be responsible for all the contractual obligations including uninterrupted supply, quality of kit items etc.

This is certify 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.

Date.....

Encl: as above.

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

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

Certified that the quality of items as mentioned in Annexure-I, quoted in the tender are originally of company (branded preferred). We are liable to pay damages, adjustable from the Security Deposit, in case of any defect found in the supplies.

Regional Director (CC) may impose penalty as deemed fit & will have right to make recovery from Security or to make deduction from the bill. If the supplied items found damaged or delayed.

**Signature of Tenderer  
With seal**

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

Bid Reference no. SAI/RDCC/Sports Kit/Coaches/II/2016-17

Date:.....

**LIMITED TENDER ENQUIRY FOR PROCUREMENT OF SPORTS KIT FOR COACHES AT SAI  
CRC BHOPAL THE YEAR 2016-17**

<b>Srl.</b>	<b>Name of item (all the item should be of same brand)</b>	<b>MRP</b>	<b>Final Rate Quoted (inclusive of all taxes &amp; freight)</b>
1	TRACK SUIT- ONE NO.		
2	T-SHIRTS-FOUR NOS		
4	WARM UP SHOES- TWO PAIRS		
<b>Total Rs.</b>			

**Maximum Limit Rs.8,000/- inclusive of All Taxes & Freight Charges**

**COMMERCIAL TERMS**

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

We hereby undertake to strictly abide by the Commercial and other terms laid down in the Tender.

**(AUTHORIZED SIGNATORY]  
NAME IN BLOCK LETTERS  
SEAL OF THE TENDERER**

**NOTE: - ONE PROFORMA IS TO BE SUBMITTED**

Track Suit  
Upper Back Side  
(Size of each letter should be 4cm to 4cm  
with screen printing)



T-Shirt/Track Suit front of left side  
(size 8cm length X 2 to 3cm for  
SAI Name and Logo 3-4cmX2cm  
with screen printing))



Track Suit pants front right side  
(Size-5cm to 8cm x2to 4cm  
SAI Name logo 3 to 4cm x2cm with screen printing)



**AUTHORIZATION LETTER**

(I/We \_\_\_\_\_) organization/Society/NGO's name) would like to receive the sums disbursed by the Ministry of \_\_\_\_\_ to me/us electronically to our bank account, detailed below:-

Payee's Particulars								Bank Details						
Name of Payee as in bank account	Address	District	Pin Code	State	Tel. no. with STD Code	Fax No.	e-mail address (if any)	Name of the Bank	Bank branch (Full address & tel. no.)	Bank account No.	Account type	Mode of Electronic Transfer Available	IFSC Code	MICR Code
												RTGS NIFT Any Other		

Account has been verified by me

Sd -Manager

(Bank branch maintaining the account)

(Seal)

Signature \_\_\_\_\_

Name \_\_\_\_\_

Name of Organization \_\_\_\_\_

Registration No. \_\_\_\_\_

Authority & place of Registration \_\_\_\_\_

\_\_\_\_\_

Date of Registration \_\_\_\_\_

Encl: Crossed cancelled cheque