

ASSAM INDUSTRIAL DEVELOPMENT CORPORATION LTD.
R.G.BARUAH ROAD:::GUWAHATI-781024.

NOTICE INVITING TENDER

Sealed Tenders in two bid system are invited from established and reliable Indian Manufacturers/Suppliers for providing uniforms for security guards of the Corporation as per the requirement given in the bid document.

Intending bidders may collect the bid document from the office of the Assam Industrial Development Corporation, R. G. Baruah Road, Guwahati-24 on payment of a non refundable fee of Rs. 200/- (Rupees Two hundred) only in the form of cash/Demand Draft/Bankers Cheque payable at Guwahati in favour of Assam Industrial Development Corporation, R. G. Baruah Road, Guwahati-24 from 13-06-2018 to 22-06-2018 during office hours. The Bid document may also be downloaded from the AIDC's website www.aidcltd.com. In case, firm has downloaded the bid document from the official website they may ensure that requisite bid document fee/cost is enclosed in the form of Demand Draft/Banker's Cheque in favour of Assam Industrial Development Corporation, R. G. Baruah Road, Guwahati-24.

The bidders will be required to deposit an earnest money of Rs. 2000/- (Rupees Two thousand) only in the form of Demand Draft payable at Guwahati in a sealed envelop not later than the bid due date. The bid document should be addressed to the Managing Director, Assam Industrial Development Corporation, R. G. Baruah Road, Guwahati-24.

The Bid documents without EMD will be rejected. The bid document is to be submitted on or before 22-06-2018 upto 1-30 PM. The Technical bid will be opened on the same day at 2.00 PM.

The Managing Director of Assam Industrial Development Corporation reserves the right to reject any or all the tenders without assigning any reason thereof.

(MANAGING DIRECTOR)

LIMITED TENDER ENQUIRY
Cost of Tender Set Rs. 200/-

Invitation of tender for supply of uniform items.

To,

M/s
.....
.....

1. Quotations in sealed cover **along with the samples** of uniforms items mentioned in the table in para 3 below are invited for supply of uniform as per quantity mentioned in enclosed schedule of requirements. **(ANNEXURE-I)**
2. General Information about the tender:-

- | | |
|---|---|
| (a) Office of Issue | : Assam Industrial Development Corporation Ltd.
R.G.Baruah Road, Guwahati-24 |
| (b) Tender reference no. | :AIDC/SF/Uniform/ 1785/18 |
| (c) Tenders forms available from | :Assam Industrial Ddevelopment Corpn Ltd. |
| (d) Last date and time for receipt of tenders | :22-06-2018.,up to Time- 1.30 Hrs. |
| (e) Time and date for opening of technical bids | :22/06/2018,upto TimeHrs. 2-00P.M. |
| (f) Time and date for opening of financial bids | At 3.00 P.M. same day |
| (g) Cost of bid Documents | Rs.200/- (Non-Refundable) |
| (h) Earnest Money | Rs.2000/- |
| (i) Total estimated cost | Rs.85,000/- (approx.)
Assam Industrial Development Corporation Ltd.,R.G.Baruah Road, Guwahati-24 |
| (j) Place of opening the tender | Assam Industrial Development Corporation Ltd.,R.G.Baruah Road, Guwahati-24 |
| (k) Address for communication | : Managing Director,
Assam Industrial Development Corpn Ltd. R.G.Baruah Road, Guwahati-24 |

SUBMISSION/OPENING OF TENDERS:

- 3 Please subscript our reference number and date of tender opening on sealed cover. Failure to do so will render your offer invalid. The technical bid and financial bid should be sealed by the bidder in separate covers duly subscribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly subscribed.
4. Sealed quotations, along with samples, addressed to Managing Director, Assam Industrial Development Corporation Ltd. R.G. Baruah Road, Guwahati-24 should be sent by hand or by registered post so as to reach on 22-06-2019 by due date and time. No responsibility will be taken for postal delay or non-delivery/non-receipt of tender documents.
5. Sealed quotations, along with samples, will be opened by a Committee on due date and time. Your representative may attend the tender opening with authorization letter in the prescribed format enclosed. If due to any exigency, the due date for opening of tender is declared closed holiday, in such case the tenders will be opened on next working day at the same time or any other day/ time as intimated by the buyer.
6. **Technical documents regarding Financial status:** - The annual turnover of the firm should not be less than Rs. 50,000 per annum. Documentary evidences in respect of financial status may also be indicated separately. The firm in this regard should submit the following documents –
 - (a) Income Tax Return File Acknowledgements for the last two years
 - (b) PAN Number
 - (c) GST Registration
 - (d) Telephone number (landline & mobile)
 - (e) A copy of the complete bid document duly signed & stamped by the authorized signatory of the fir, in token of acceptance of the terms and conditions of the tender.
7. The bidder must have adequate experience for supply of uniform items in Govt. Offices/ PSU and other similar organizations. Necessary supporting documents to this effect must be along with the offer. Copies of the work-order for the last two years should be enclosed.
8. **Delivery schedule:** The delivery of uniform items shall commence within 15 (fifteen) days of the placement of order and to be completed in 30 days.

The purchaser however reserves the right to advance or delay the delivery within the stipulated time period. All the items will be delivered at Assam Industrial Dev. Corpn.Ltd.and no transport/Carriage charges shall be paid for the delivery of goods.

9. Contract can be cancelled unilaterally by the buyer in case items are not received within the contracted delivery period. Extension of contracted delivery period will be at the sole discretion of the buyer with applicability of liquidated damages clause.

(3)

10. **Earnest Money Deposit:** The tender will be required to submit an Earnest Money Deposit of Rs. 2,000/- (Rupees three thousand only) in the form of Account Payee Demand Draft from any of the commercial banks in favour **Assam Industrial Development Corporation Ltd. R.Baruah Road,Guwahati-781024.,** payable at Guwahati . Offer not accompanied with earnest money of the requisite amount or without proper validity will be summarily rejected.The firm/bidder claiming for exemption in tender fee/earnest money must submit the requisite documents such as Registration Certificate in respect of their claim for exemption.
11. **Price:** Price quoted should be firm and not subject to variation on any account during the fulfilment of the order. The price quoted shall be inclusive of tax, packing, forwarding, freight charges, transit insurance and other charges as applicable.
12. **Bid validity:** A bid shall remain valid for 90days unless otherwise specified from the date of opening of tender unless otherwise specified. A bid valid for shorter period can be rejected by the purchaser, as being non-responsive. In exceptional circumstance, the purchaser may request the consent of the bidder for an extension to a period of bid validity. Such request shall be made in writing. The bid security provided shall also be suitably extended. A bidder accepting the request and granting extension shall not be permitted to modify his bid.
13. **Warrantee for product performance:**
 - (A)The supplier shall warrant that everything to be supplied hereunder shall be free from all defects and faults in material, workmanship and manufacture.
 - (B)The supplier shall replace any defective uniform items free of any charges within three months of supply of items, failing which the supplier shall pay to the purchaser value thereof at the contract price or in the absence of such price at price decided by the purchaser.
14. The successful bidder will have to deposit Security as per prevailing norms @ 10% of the value of the contract within 10 days of supply order in the form of Bank Guarantee of a scheduled bank. Bid security (EMD) shall be refunded to the unsuccessful bidder.
15. The Security deposit shall remain in full force and in effect during the period that will be taken for satisfactory performance and fulfilment in all respects of the contract i.e. till satisfactory receipt of the materials. If the supplier fails to supply the materials to the satisfaction of the purchaser, the security deposit shall be encased by the purchaser on expiry of agreed delivery period as per contract.

Managing Director,
Assam Industrial Development Corporation Ltd.
R.G. Baruah Road, Guwahati-24

(4)

ANNEXURE-‘I’

PRICE BID

Sl.No.	Item	Quantity		Price Range per unit (in Rs.)	Rate per unit (inclusive all taxes) (in Rs.)
1.	Shirt Terry Cotton Olive Green (Gwalior Brand)	64 pcs x 2.50.mtr	Approx. 90 mtrs..		
2.	Pant Terry Cotton Olive Green (Gwalior Brand)	64 pcs x 1.20 mtr.	Approx. 75.mtrs. ..	-	
3.	Stitching as per measurement •	32x2= 64 pairs	Per pair		

Note: - Samples of all the items quoted by the firm must be submitted along with bid documents.

(Authorized signatory of the firm with stamp)

(5)

ID FORM

Tender No.

Date

(Name & Address of the Purchaser)

Dear Sir,

Having examined the conditions of contract and specifications including addenda Nos. The receipt of which is hereby duly acknowledge, we, undersigned, offer to supply and deliverin conformity with said drawings, conditions of contract and specifications for sum of (Total Bid amount in words and figures) or such other sums as may be ascertained in accordance with the schedule of prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to commence deliveries within (one) months to complete delivery of all the items specified in the contract within (one) months calculated from the date of issue of your work order.

If our Bid is accepted, we will deposit security money in a Scheduled Bank for a sum not exceeding 10% of the contract sum for the due performance of the Contract.

We agree to abide by this Bid for a period of 90 days from the date fixed for Bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a format Work Order of Contract is prepared and executed, this Bid together with your written acceptance thereof in the notification of award shall constitute a binding contract between us.

Bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.

We understand that you are not bound to accept the lowest or any bid, you may receive.

Dated thisday of2018

Signature of
in capacity of
Duly authorized to sign the bid for and on behalf or

Witness

Tele No(s):-.....

Signature

Address

E-Mail Address:-

LETTER OF AUTHORISATION FOR ATTENDING BID OPENING

Subject: Authorization for attending bid opening on (Date) in the tender of
.....

Following persons are hereby authorized 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
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I

II

Alternate Representative

Signatures of bidder

Or

Officer authorized 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 representative 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 Authorization as prescribed above is not recovered.

BID SECURITY FORM

Whereas (Hereinafter called “the Bidder”) has submitted its bid dated for the supply of KNOW ALL MEN by these Presents that WE OF having our registered office at (hereinafter called “the Bidder”) are bound unto (hereinafter called “the Purchaser”) in the sum of For which payment will and truly to be made of the said Purchaser, the Bank binds itself, its successors and assigns by these presents. THE CONDITIONS of the obligation are :

1. If the Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid form; or
 2. If the Bidder, having been notified of the acceptance of its bid by the Purchase during the period of Bid validity
- (a) Fails or refuses to execute the Contract, if required or (b) fails or refuses to furnish performance security in accordance with the instructions to Bidders.
3. We undertake to pay to 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 of two conditions specifying the occurred condition or conditions.
 4. This guarantee will remain in force up to and including Thirty (30) days after the period of bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

Signature of the Bank Signatory

Signature of the Witness

Tel.No.s:-

Name of Witness.....

Address of Witness

E-MailAddress:-

