



Ref.: CMPDI/RI-1/E&amp;M/2016/813

Date: 06/09/2016

**TENDER NOTICE**

**SUB. : Supply of Telephone Sets (Land line with Cord) for Office & Colony in CMPDI, RI-I, Asansol.**

Sealed tenders are invited from Authorized Agents / Authorized Dealer / Bonafide / Working / Reputed Supplier / Contractors (of appropriate category) for **“Supply of Telephone Sets (Land line with Cord) for Office & Colony”** in CMPDI, RI-I, Asansol, as per SCHEDULE OF REQUIREMENT / TECHNICAL SPECIFICATION (ANNEXURE-I) and TERMS & CONDITIONS given below :

- a) **Tender Fee** : **Rs.200/- (Rupees two hundred only)**  
**(Non-refundable / Non-transferable)**
- b) **Date of Commencement of sale of Tender Documents** : **08-Sep-16 (from 10.30 AM to 12.00 Noon)**
- c) **Last date of sale of Tender Documents** : **20- Sep-16 up to 12.00 Noon.**
- d) **Last date & time for submission of offers** : **21- Sep-16 up to 01:00 PM**
- e) **Due date & time of opening of Offers** : **21- Sep-16 at 03.30 PM**
- f) **Validity Period** : **Six months from the date of acceptance of offer**
- g) **Type of Tender** : **Single Bid**

**IF THE TENDER IS NOT OPENED ON THE ABOVE DATE DUE TO UNFORESEEN CIRCUMSTANCES, THEN IT WILL BE OPENED ON THE NEXT WORKING DATE. TENDERER OR THEIR AUTHORIZED REPRESENTATIVES MAY ATTEND THE OPENING OF THE TENDER. AUTHORISED REPRESENTATIVE MUST PRODUCE A POWER OF ATTORNEY IN HIS FAVOUR.**

Tender document can be obtained from the office of **SR. MGR. (E&M)**, CMPDI, RI-1, Asansol during **10.30 AM to 12.00 Noon** on all working days from **08-Sep-16 to 20-Sep-16** on remittance of tender fee **(Nonrefundable / Nontransferable)** either by crossed DD drawn in favour of **“CMPDI Ltd., Regional**

Institute-1, Asansol” on any Nationalized / Scheduled Bank payable at Asansol preferably on “State Bank of India” or in the form of money receipt issued by the Cash Section, CMPDI, RI-1, Asansol in support of deposition of requisite money with him.

Tender documents can also be downloaded from CMPDI’S website **www.cmpdi.co.in** during the period from **08-Sep-16 to 20-Sep-16**. In case of tender document obtained by downloading from Website, cost of tender document shall have to be deposited by the bidder in the form of “**Demand Draft**” drawn in favour of “**CMPDI Ltd., Regional Institute-1, Asansol**” on any Nationalized / Scheduled Bank payable at Asansol preferably on “**State Bank of India**”. Bidders shall be solely responsible for the correctness of the downloaded tender documents.

In case of any discrepancy between the tender documents downloaded from the website and the master copy available in the office, the latter shall prevail and will be binding on the bidders.  
**No claim on this account will be entertained.**

Tender must be submitted in sealed covers super-scribed with the Tender Subject, Tender Number and due date of opening & time etc.

Tenderer shall furnish their offer along with the EMD in sealed cover addressed to the **SR. MGR. (E&M)**. The offers should be dropped in the designated ‘**TENDER BOX**’ kept in the Office of **SR. MGR. (E&M) , RI-I, CMPDI, Asansol**.

#### **SR. MGR. (E&M)**

#### **DISTRIBUTION:-**

1. RD, RI-1, Asansol.
2. Committee Member, RI-1, Asansol.
3. HOD (Fin), RI-1, Asansol.
4. OIC (P&A), CMPDI, RI-1, Asansol, with a request to arrange for display in the NOTICE BOARD
5. CGM (E&M), ECL, Sanctoria with a request to arrange for display in the NOTICE BOARD.
6. Exec. Engr., PWD, Court Road, Asansol with a request to arrange for display in the NOTICE BOARD.
7. Manager, UBI, Apcar Garden, Asansol with a request to arrange for display in the NOTICE BOARD.
8. Asst. General Manager, SBI, Asansol with a request to arrange for display in the NOTICE BOARD.
9. Exec. Engr., PHE, Chelidanga, Asansol with a request to arrange for display in the NOTICE BOARD.
10. Office Copy
11. Guard File

**TERMS & CONDITIONS:****1. MODE & METHOD OF SUBMISSION OF TENDER**

Tender must be submitted in sealed covers super-scribed with the Tender Subject, Tender Number and due date of opening & time etc.

2. Tenderer shall furnish their offer in sealed cover addressed to the **SR. MGR. (E&M)**. The offers should be dropped in the designated '**TENDER BOX**' kept in the Office of **SR. MGR. (E&M)**, RI-I, CMPDI, Asansol.

3. **Supporting Brochure of the Models offered for the item conforming to all the technical details should be submitted along with the offer.**

4. The offer shall be accompanied with the copies of :-

- a) Valid Trade license
- b) VAT Registration Certificate
- c) PAN No.
- d) Credentials for similar nature of work (supply) with supporting documents

**5. NOTE**

- a. **ALL PAGES OF THE OFFER ALONG WITH THE ENCLOSURES ARE TO BE SUBMITTED DULY SIGNED AND STAMPED.**

- b. **TENDERS ERASED, CUTTING AND OVER WRITTEN WILL BE SUMMARILY REJECTED UNLESS CORRECTION IS AUTHENTICATED WITH THE TENDERER'S SIGNATURE.**

6. **ANY OTHER THINGS WHICH ARE REQUIRED BUT NOT INDICATED IN THE TENDER DOCUMENT MAY BE FURNISHED / QUOTED SEPARATELY.**

**7. VALIDITY OF OFFER**

The offers made must remain open for acceptance for 180 days from the date of opening of tender.

**8. CONSIGNEE**

The Regional Director, CMPDI, RI-1, Asansol – 713 304.

**9. PAYING AUTHORITY**

HOD (F), CMPDI, RI-1, Asansol or his authorized representative.

**10. PRICE**

The rate shall be quoted both in words and in figures on FOR-destination basis. **If there is any discrepancy between the rates quoted in words and in figures, the lower of the two shall be considered.** The offer should indicate rate per unit, discount, if any, total price and delivery terms. The rates should be inclusive of all applicable taxes and duties.

## 11. SECURITY DEPOSIT

- (a) The successful tenderers will be required to deposit as security money **10%** of total value of the order (FOR destination price including taxes and duties) in the form of Demand Draft / Bank Guarantee of any schedule Bank payable at Asansol preferably on **State Bank of India** within 15 days from the date of issue of the supply order.
- (b) In case tenderer fails to deposit Security Money within the stipulated period, the order shall be cancelled. Simultaneous action will be processed to order elsewhere at the risk and cost of the tenderer and their performance shall be kept in record for future dealings.

The Security Deposit will be forfeited in case of unsatisfactory performance and / or contractual failure.

Security money / Bank Guarantee of the eligible bidders will be released on certification after expiry of **one year / Guarantee / Warranty Period** whichever is earlier. The deposits like security money etc. will not carry any interest during its period of retention.

## 12. PAYMENT TERM

100% Payment shall be made after successful supply of material at the GENERAL STORE, RI-1, Asansol, after inspection of the materials and acceptance of Security Deposit/**Bank Guarantee** if any by the Consignee. The payment would be on the basis of actual work (supply) done.

## 13. SUBMISSION OF BILL

Pre-receipted bill in triplicate along with signed challan, Guarantee / Warranty Certificate & supply report are to be submitted to the concerned department. Payment shall be released on certified bills by the concerned authority. **The payment shall be made by A/C payee cheque only.**

## 14. COMPLETION

The job (delivery of material) shall have to be completed within **20 (Twenty)** days from the date of receipt of the order.

## 15. INSPECTION

Materials are subject to inspection by an authority to be deputed for the purpose at Consignee's end. It may be carried out before dispatch, if required. Even after pre-dispatch, inspection is carried out, the materials will be subject to receipt of the materials at GENERAL STORE, RI-1, Asansol & final inspection.

### **GUARANTEE / WARRANTY**

The Tenderer shall give comprehensive onsite Guarantee / Warranty of satisfactory performance of equipment offered by them for a period of **1 year** w.e.f. date of supply. In case of other items, Standard **OEM** Warranty should be indicated. **The Guarantee / Warranty period will be extended by the number of days the replacement / repairing was delayed.**

The supplier shall be responsible for any defects that may be developed due to faulty materials, design or workmanship and shall offer remedy for such defects at their own cost when called upon to do so. If it becomes necessary for the supplier to replace or renew any defective portion of the goods, such replacement or renewal should be made by the supplier without any extra cost of CMPDI.

#### 16. FORCE MAJEURE CLAUSE

- a) The successful bidder will advise, in the event of his having to resort to this clause, by a registered letter, duly certified by the local chamber of commerce, or statutory authorities, the beginning and end of the causes of the delay, within 15 days of the occurrence and cession of such force majeure conditions. In the event of delay lasting out of force majeure, CMPDI will reserve the right to cancel the contract, and provisions governing termination of contract as stated in the bid documents will apply.
- b) For delay arising out of Force majeure, the bidder will not claim the extension in completion date for a period exceeding the period of delay attributable to the causes of force majeure and neither CMPDI nor the bidder shall be liable to pay extra cost provided it is mutually established that the force majeure conditions did actually exist.
- c) If any of the force majeure conditions exist in the place of operation of bidder even in the time of submission of bid, he will categorically specify them in his bid, and state whether they have been taken in to consideration in their quotation.

#### 17. DEVIATION

Any willful attempt by the bidders to camouflage the deviations by giving them in the covering letter or in any other documents other than the prescribed schedules may render the bid itself non responsive.

#### 18. PRICE FALL CLAUSE

It will be a condition of the contract that all through the currency of the prices, at which the successful tenderers shall supply the stores, shall not exceed the lowest price charged by them to any other agency including DGS & D. In the event of price going down, the supplier shall promptly pass on such information to enable this company to amend the order rate. Certificate to this effect will have to be enclosed with bill copies.

19. The Company has the right to cancel the enquiry or extend the due date of receipt of offer and/or opening of tender without assigning any reason thereof.
20. CMPDI, RI-1 reserves the right to accept or reject fully or partly or split-up any or all offers without assigning any reason thereof. No disputes of any kind can be raised against this right of the buyer in any court of law or elsewhere. ***NO CORRESPONDENCES WILL BE ENTERTAINED IN THIS REGARD.***

#### 21. ALL DISPUTES ARE SUBJECT TO ASANSOL COURT JURISDICTION ONLY.

Encl:

- a) ANNEXURE – I (SCHEDULE OF REQUIREMENT / TECHNICAL SPECIFICATION )
- b) ANNEXURE -II (Proforma of Bank Guarantee in lieu of Part Bid Security/EMD)

## ANEXXURE – I

## SCHEDULE OF REQUIREMENT / TECHNICAL SPECIFICATION :

S/N	Description	Qty.	Unit	Make	Unit Cost (Rs.)	Total Cost (Rs.)
1	Supply of Telephone Set(Land Line),corded phone (Make:Beetel,Panasonic or equivalent)( <b>Total cost Including all taxes etc.</b> )	50	No.			
Total cost Rs.:						

( Total cost Including all taxes etc.)

(Rupees.....only)

## ANNEXURE – II

**PROFORMA OF BANK GUARANTEE IN LIEU OF PART BID  
SECURITY / EARNEST MONEY DEPOSIT**

To,  
M/s. Central Mine Planning & Design Institute Limited,  
Regional Institute - I  
G. T. Road (West End), Asansol  
Dist: Burdwan, PIN – 713 304

Dear Sirs,

1. In consideration of “Central Mine Planning & Design Institute Limited, Regional Institute - I ” having its Registered Office at Asansol (hereinafter called “the Company” which expression shall unless repugnant to the subject or context includes its successors and assigns) having agreed under the terms and conditions contained in ....., for the work “.....” issued in favour of M/s..... for (hereinafter referred to as “ the Bid” to accept the Deed of guarantee as herein provided for Rs..... from the Schedule/Nationalized Bank in lieu of Bids/Earnest Money deposit to be made by M/s.....(hereinafter called “the tenderer ” ) or in lieu of Demand draft of equal amount, for the due fulfillment of the terms and conditions contained in the said Bid documents by the Tenderer, we the.....Bank .....(hereinafter referred to as the said Bank) having its Registered Office at ..... do hereby undertake and agreed to pay the company to the extent of Rs..... on demand stating that the amount claimed by the company is due and payable by the Tenderer for the reasons of failure/negligence in performing the terms and conditions contained in the contract /Bid by the buyer and to unconditionally pay the amount claimed by the company on demand without any demur to the extent aforesaid.
2. We..... Bank agree that the company shall be the sole judge as to whether the said Tenderer has failed/neglected in performing any of the terms and conditions of the said contract/Bid and the decision of the company in this behalf shall be final and binding on us.
3. We the said Bank further agree that the Guarantee herein contained shall remain in full force and effect up to 365 (three hundred sixty five) days on and from..... and any claim received after the said date shall in no case bind the Bank.
4. The Company shall have the fullest liberty without affecting in any way the liability of the Bank under this guarantee or indemnity from time to time vary any of the terms and conditions of the said Bid document or to extend the time of performance by the said Tenderer or to postpone any time and from time to time any of the powers exercisable by it against the said Tenderer and either to enforce or to forbear from enforcing any of the terms and conditions governing the said Bid document or securities available to the company and the said Bank shall not be released from its liability under these presents.

5. Notwithstanding anything contained herein the liability of the said Bank under this guarantee is restricted to Rs.....and this Guarantee shall come into force from the date hereof and shall remain in full force and effect till 365 (three hundred sixty five) days on and from ..... unless the written demand or claim under this guarantee is made by the Company with us on or before expiry of 365 (three hundred sixty five) days on and from .....all rights of the company under this guarantee shall cease to have any effect and we shall be relieved and discharged from our liabilities hereunder.
6. We the said Bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of the company in writing and agree that any change in the constitution of the said Tenderer or the said Bank shall not discharge our liability hereunder.
7. This guarantee issued by Sri.....who is authorized by the Bank.
8. **All disputes are subject to Asansol Court Jurisdiction Only.**