

**CENTRAL MINE PLANNING AND DESIGN INSTITUTE LTD.**  
**REGIONAL INSTITUTE - VI, P.O. JAYANT**  
**DIST: SINGRAULI (M.P) PIN - 486890**

***TENDER DOCUMENT***

***FOR***

***SUPPLY OF 200 Nos. GI CORE BOX WITH COVER***

Tender No: CMPDI/RI-VI/E&M/Purchase/2016-17/54

Date: 07/09/2016

No. of pages: 9 (Nine)

To

M/s. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of issuing officer

**CENTRAL MINE PLANNING & DESIGN INSTITUTE LIMITED**  
**REGIONAL INSTITUTE-VI,**  
**POST: JAYANT, DIST: - SINGRAULI**

Tender No. CMPDI/RI-6/E&M/Purchase/2016-17/54

Date: 07.09.2016

**NOTICE INVITING TENDERS**

- 1.0 Sealed tenders (quotations) in TWO PART SYSTEM are invited from eligible suppliers/ authorized dealers/ agencies for following item(s) as per specifications and details mentioned below:

Description of work	SUPPLY OF 200 Nos. GI Core BOX with Cover
Estimated cost	Rs. 136000.00
Tender Document Fee	Rs. 100.00
EMD	Rs. 2720.00
Issue of Tender Documents	Begins on 14.09.2016 & Closes on 30.09.2016.
Last date of submission of sealed tenders	30.09.2016 up to 3.00 PM.
Schedule date and time of opening of Envelope-I (Technical bid)	30.09.2016 at 4.00 PM.
Date and time of opening of Envelope –II (Price bid)	Shall be communicated in due course of time to the qualified bidders after scrutiny of all the requisite documents submitted in Envelope-I.

**2.0 Availability of Tender Document**

- 2.1 Tender Documents can be obtained from the office of the **Purchase Officer, CMPDI RI-VI, Jayant** on any working day between **10.00 hrs. to 13.00 hrs.** against cash receipt on payment of tender document fee at the cash counter, CMPDI RI-VI, Jayant.

**2.2 Tenders downloaded from websites :-**

Complete Tender Document will also be available on CMPDI's web site <http://www.cmpdi.co.in> or Government web site [www.tenders.gov.in](http://www.tenders.gov.in). The tenderer, who desires to download the tender document from website and submit the tender on due date and time may do so subject to the condition that they have to deposit the cost of tender document in the form of **Demand Draft/ Banker's cheque** drawn on any nationalized/scheduled bank in favour of '**CMPDI Ltd. Regional Institute Singrauli**' Payable at '**Morwa/Dudhichua/Jayant**'..

The company shall not be responsible for any delay/difficulty/inaccessibility of the downloading facility or any reason whatsoever. The downloading facility shall be available during the period of sale of tender documents.

The bidders who have downloaded the tender document from the websites will be required to submit an **Declaration (as per Annexure-I)** that they will accept the tender document as available in the website and their tenders shall be rejected, if any tampering in the tender document is found at the time of opening of tender.

The **Bank Draft/ Banker's cheque** towards the cost of tender documents (downloaded) and the **Declaration** by the tenderer as per **Annexure-I** shall be **submitted in Envelope-I** along with other documents as specified in Sl. No. 3.0 (Minimum eligibility criteria) and 4.0 (Submission of offer).

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

### 3.0 Minimum eligibility criteria

The tenderer has to submit following certificates regarding minimum basic eligibility criteria for consideration as a qualified bidder :-

#### 3.1 Manufacturer of the products

Or

Sole Selling Agent / Authorized Dealer / Authorized Distributor /Sub Dealer for the products of reputed manufacturer

Or

Work orders/ Supply orders for supply of similar items to government office or PSU office should be enclosed with the offer to submitted.

#### 3.2 Photocopy of Permanent Account Number (PAN) Card.

#### 3.3 Photocopy of Active TIN/Sales tax Registration Certificate.

#### 3.4 Requisite Tender Document Fee in the form of CMPDI cash receipt or demand draft/ Banker's cheque in favour of **CMPDI Ltd. Regional Institute Singrauli payable at Morwa/ Dudhichua/ Jayant.**

### 4.0 Submission of Offer

**Tenderers are required to submit their offers properly sealed in a single envelope giving reference to the Tender Notice No. and date.**

**The single sealed envelope shall contain offers in separate two envelopes properly sealed and superscribed as Envelope - I and Envelope - II with Tender Notice No. and date respectively.**

**All the envelopes must be properly sealed. Envelopes only stapled shall not be accepted.**

**The tenderers should sign with seal on all pages of tender document including all enclosures submitted with the tender. Offers received without signature and seal on all pages shall be rejected.**

Two envelopes should contain the details of the offer as follows:

#### **a) Envelope- I (Technical Bid) -**

Should contain the following –

- i) Tender document issued by department or downloaded from the website duly signed with seal in all pages by the tenderer.
- ii) All the requisite documents mentioned above at Sl. No. 3.0 (minimum eligibility criteria) duly signed with seal by the tenderer.
- iii) Tender document fee in the form of **cash receipt/ demand draft/ Banker's cheque** (as applicable).
- iv) Duly filled in format as indicated in this tender document **Annexure –I.**
- v) **Declaration** as per **Annexure – II**, duly signed with seal, in case, tender documents have been downloaded.

#### **b) Envelope- II (Price Bid) -**

Should contain **rate(s)/ amount** in the format as indicated in **Annexure –III** of this tender

document Rate(s) /amount quoted must be inclusive of all taxes, duties, logistics, TOT, VAT, etc, i.e. Net price **FOR** Destination at **CMPDI, RI-VI, PO.- Jayant, Dist.- Singrauli, MP. Pin-486890.**

**5.0 Location/ Place of submission of Tender:** In the Office of Purchase Officer, E&M department, CMPDI, RI-VI, Jayant, Singrauli (M.P).-486890

**6.0 Opening of tenders-**

**a) Envelope – I (Technical bid)** will be opened by the purchase committee on 30.09.2016 at 4:00 PM in the office of the Purchase Officer, CMPDI, Jayant, Singrauli.

**b) Envelope – II (Price bid)** of the offers shall be opened by the purchase committee only in respect of tenders as are found valid/technically qualified after scrutiny of documents submitted in **Envelope – I.**

**Date and time of opening of Envelope – II (Price Bid) of qualified tenderers will be communicated by the Purchase officer in due course.**

**7.0** CMPDI does not bind itself to accept the lowest tender and reserves the right to reject any or all the tenders at any stage without assigning any reason whatsoever.

Purchase Officer / Assistant Manager(E&M)  
CMPDI, RI-VI, Jayant.

Distribution:

- 1) RD, CMPDI, RI-VI: for kind information.
- 2) Secretary to RD - with a request to display on the notice boards.
- 3) HOD (Finance), CMPDI, RI-VI.
- 4) Purchase Committee members- 1copy
- 5) HOD (P&A) - Total 12 copies for distribution as under:
  - 11 copies for Secretaries to CGM - Jayant/ Dudhichua/ CWS/ Nigahi/ Amlohri/ Khadia/ Kakri/ Bina/ Jhingurda/ Block B/ Krishnashila projects.
  - 1 copy for OIC, Drilling Camp, Singrauli.
- 6) OIC (Stores), CMPDI, RI-VI.
- 7) Vigilance Officer, CMPDI, RI-VI.
- 8) HOD (E-Procurement & contract management cell), CMPDI, HQ, Ranchi
- 9) Members, Purchase Committee
  - i) Shri Sourabh Singh
  - ii) Shri Prateesh V. Parolical
  - iii) Shri Mohit Agarwal

## **Terms & Conditions**

1. Consignee: Officer in charge, CMPDI, Exploration Camp, RI-6, P.O Singrauli M.P.486889.
2. Bill accepting authority: HOD (Expl), CMPDI, RI-VI or his authorized representative.
3. Paying authority: HOD (Finance), CMPDI, RI-VI.
4. Rate quoted must be inclusive of all taxes, duties, TOT, VAT, etc i.e. net price FOR Destination i.e. CMPDI, Exploration Camp , Singrauli 486889.
5. The offer must be firm for six months after opening of price bid.
1. The supply shall be completed within 40 days from the date of receipt of Supply Order.
7. The lowest bidder will be decided on the basis of lowest price bid.
8. The tenderers should sign with seal on all pages of Tender Document including all enclosures submitted with the Tender. Offers received without signature and seal on all pages shall be rejected.
9. 100% payment will be made within **30** days after satisfactory supply, inspection, installation & acceptance of the supplied material against supply order on submission of bill .
10. In case of late supply by the supplier –
  - i) Penalty @ 0.5% per week or part thereof subject to a maximum of 10% shall be imposed.
  - ii) However in case of emergency, if the ordered material is not supplied, within scheduled time period of 4 weeks, the Supply Order will be cancelled and material shall be procured in full or part by CMPDI from other sources, and excess cost, if any, shall be recovered from the pending bills of the defaulting supplier.

### **11. Security Deposit.**

The Successful Tenderer will be required to Deposit Security money amounting to 10% of the awarded value in the form of Bank Draft (in favour of “ CMPDI Ltd., Regional Institute, Singrauli” on any Nationalized Bank Payable at Jayant/Dudhichua/Morwa ) within 15 days from the date of issuing letter of Intent. EMD deposited by the tenderer will be converted to Security money which will be refunded to the tenderer within 30 days of satisfactory execution of contract.

12. In case the Tenderer fails to Deposit Security money within the stipulated period the order shall be cancelled and EMD money will be forfeited.

### **13. Performance Bank Guarantee**

The Successful Tenderer will be required to Deposit performance bank guarantee amounting to 10% of the awarded value in the form of Bank Draft (in favour of “ CMPDI Ltd., Regional Institute, Singrauli” on any Nationalized Bank Payable at Jayant/Dudhichua/Morwa ) within 15 days from the issue of Supply order. Performance bank guarantee would be released after the expiry of guarantee/ warranty period.

### **14. Guarantee/Warranty**

The tenderers shall give warranty as per manufacturer, but however it should not be less than 12 months from the date of installation or 18 months from the date of receipt.

The supplier shall be responsible for any defects that they develop under the conditions provided for by the contract and under proper use, arising from faulty materials, design or workmanship and shall remedy such defects at his 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 to CMPDI. The goods should properly fit in/on/to the machine for which the same are intended.

### **15. Non- disclosure/Confidentiality Clause:**

The bidder will not any time during the pendency of contract or afterwards, disclose to any person any information as to documents, components, parts, information, drawings, data, sketches, plans, programs, specifications, techniques, processes, software, inventions and other material, both written and oral, of a secret , confidential or proprietary nature, including without limitations any and all information relating to finance, invention, research, design or developments of information system and any supportive or incidental subsystems, and any and all subject matter claimed in or disclosed by any patent application prepared or filed by or on behalf of CMPDIL, in any jurisdiction, and any amendments or supplements thereto. The bidder should understand that

any breach of this clause would constitute a serious offence for which appropriate legal action may be taken to ensure the enforcement of confidentiality clause.

CMPDIL also desires that the bidder shall hold in trust and confidence, and not disclose to others or use for its own benefit of other, any Proprietary Information which is disclosed to the bidder by CMPDIL at any time during the agreement/ award of work/ execution of work and thereafter. The bidder shall disclose Proprietary Information received under the contract to person within its organization only if such persons (i) have a need to know and (ii) are bound in writing to protect the confidentiality of such Proprietary Information. This clause shall survive and continue after any expiration or termination of the contract and shall bind the contractor, its employees, agents, representatives, successors, heirs and assigns.

Purchase Officer /Assistant Manager (E&M)

**Technical Bid****(To be submitted in Envelope – I)**

<b>S. No</b>	<b>Technical Specification</b>	<b>Unit</b>	<b>Quantity</b>	<b>Compliance with technical specification. (Yes/No)</b>
1	GI Core Box With Cover 1) Dimension :-40"x12"x2.5" with 4 lengthwise partition (Equally spaced) 2) Material :- 0.35 mm thick G.I.Sheet 3) In each box there should be two handles each on width sides, two latches and hinge system (cover fitted with 3 no of Hinges ) (Sample cover box may be seen at exploration camp , CMPDI, RI 6, Singrauli)	Nos	200 Nos	

Note : All the terms & condition of NIT ref. CMPDI/RI-6/E&M./Purchase/2016-17/54 dated: 07.09.2016 is acceptable to us.

Signature:

For & on Behalf of  
M/S.....  
(Firm's name & stamp)

Note:-Any cutting or correction should be duly signed.

**DECLARATION**  
**(To be submitted in Envelope – I)**

**TENDERERS, WHO HAVE DOWNLOADED THIS TENDER DOCUMENT FROM  
CMPDIL/GOVT. WEBSITE**

This is to certify that I/we have downloaded this tender document from CMPDIL/Govt. Website and I/we am/are submitting the same without tampering at any page. Further, I/we understood that in the event of such tampering is detected at any stage or any time, CMPDIL have got right to reject/terminate my/our offer/work and my/our firm can be blacklisted.

Signature of the Bidder  
with seal and date



**Annexure-III****PRICE BID****(To be submitted in Envelope – II)**

S.N o	Name of Items	Unit	Quantity	Unit Price (in Rs)	Amount In words (Rs)
1	GI Core Box With Cover 1) Dimension :-40"x12"x2.5" with 4 lengthwise partition (Equally spaced) 2) Material :- 0.35 mm thick G.I.Sheet 3) In each box there should be two handles each on width sides, two latches and hinge system (cover fitted with 3 no of Hinges ) (Sample cover box may be seen at exploration camp , CMPDI, RI 6, Singrauli)	Nos	200		
<b>1.TOTAL</b>					
<b>2.REBATE ,IF ANY</b>					
<b>3.TAX</b>					
<b>4. EXCISE DUTY</b>					
<b>5.DELIVERY CHARGES (IF ANY)</b>					
<b>6. TOTAL – F.O.R CMPDI-RI-6</b>					
<b>Total Amount in words</b>					
<b>7. C.S.T. / M.P.S.T No. :</b>					
<b>8. Validity :</b>					

Note: - All the terms & condition of NIT ref. CMPDI/RI-6/E&M/Purchase/ 2016-17/54 dated: 07.09.2016 is acceptable to us.

Signature:

For & on Behalf of

M/S.....

(Firm's name & stamp)

Note:-Any cutting or correction should be duly signed.

## **DECLARATION**

**(For e-Payment)**

**(TO BE FILLED IN BY THE TENDERER)**

I / We, hereby authorize CMPDI Limited, Regional Institute-VI to make all our payments against our bills through Electronic Fund Transfer System/ RTGS / CBS/ Intra Bank Transfer. The details for facilitating the payment are given below:

**(TO BE FILLED IN CAPITAL LETTERS)**

1) NAME OF THE BENEFICIARY :

2) ADDRESS (WITH PIN CODE) :

3) TELEPHONE NO. :  
(WITH STD CODE)

4) BANK PARTICULARS

(A) BANK NAME :

(B) BANK TELEPHONE NO :  
(WITH STD CODE)

(C) BRANCH NAME :

(D) BANK BRANCH CODE :

(E) BRANCH ADDRESS :  
(WITH PIN CODE)

(F) BANK FAX NO. :  
(WITH STD CODE)

(G) 9 DIGIT MICR CODE OF :  
THE BANK BRANCH  
(ENCLOSED COPY OF  
A CANCELLED CHEQUE

(H) 11 DIGIT IFSC CODE OF :  
BENEFICIARY BRANCH

(I) BANK ACCOUNT NUMBER :

(J) BANK ACCOUNT TYPE (TICK ONE):

SAVING  
CURRENT  
LOAN  
CASH CREDIT  
OTHERS  
IF OTHERS, SPECIFY

5) PERMANENT ACCOUNT NUMBER:  
(PAN)

6) E-MAIL ADDRESS FOR  
INTIMATION REGARDING RELEASE:  
OF PAYMENTS

I / we hereby declare that the particulars given above are correct and complete. If the transaction is delayed or credit is not effected at all for reasons of incomplete or incorrect information, I /we would not hold the Company responsible. I /we also agree to bear the bank charges, if any for enabling such transfer.

SIGNATURE  
(AUTHORISED SIGNATORY)  
Name:  
Date:  
Official Stamp