

CENTRAL MINE PLANNING AND DESIGN INSTITUTE LTD.

(A SUBSIDIARY OF COAL INDIA LTD.)

REGIONAL INSTITUTE-II, KOYLA BHAWAN COMPLEX, DHANBAD - 826005

NIT NO. CMPDI/RI-II/A4 SCANNER/19-20/4325-34

DATED 24.02.2020

TENDER DOCUMENT

FOR

SUPPLY AND INSTALLATION OF 01 NO. A4 SCANNER WITH ONE (1) YEAR WARRANTY (MIN.) AND THREE (3) YEARS (MIN.) ANNUAL MAINTENANCE CONTRACT (AMC) AT CMPDI, RI-II, DHANBAD

ESTIMATED VALUE (Excluding AMC) : Rs. 30400.00 (Including GST)

EARNEST MONEY DEPOSIT : NIL

COST OF TENDER DOCUMENT : NIL

SALE OF TENDER DOCUMENT : FROM 24.02.2020 TO 09.03.2020

DUE DATE FOR SUBMISSION OF BIDS : 10.03.2020 upto 3-30 PM

OPENING OF TENDER : 10.03.2020 at 4.00 PM

NOTICE INVITING TENDER FOR SUPPLY AND INSTALLATION OF 01 NO. A4 SCANNER WITH 1 YEAR WARRANTY (MIN.) AND 3 YEARS (MIN.) ANNUAL MAINTENANCE CONTRACT (AMC) AT CMPDI, RI-II, DHANBAD

Tender Enquiry No. CMPDI/RI-II/A4 SCANNER/19-20/4325-34

Dt.: 24.02.2020

1. Name of the Work : Sealed Tenders in two parts are invited from OEM (Original Equipment Manufacturer) or Authorized Dealers or Authorized Partners for Supply and Installation of 01 No. A4 Scanner with 1 Year Warranty (Min.) and 3 Years (Min.) Annual Maintenance Contract (AMC) at CMPDI, RI-II, Koyla Bhawan Complex, Koyla Nagar, Dhanbad.
2. Estimated Cost : Rs. 30400.00 (Including GST) (Excluding AMC Amount)
3. Earnest Money : NIL
4. Cost of Tender Paper : NIL
5. Date of Sale of Tender Document : From 24/02/2020 to 09/03/2020 on CMPDI Website
<http://www.cmpdi.co.in>
6. Due Date and time of submission of Tender : 10/03/2020 upto 3-30 PM
7. Date and Place of opening of tender : On 10/03/2020 at 4.00 PM at the Office of HOD(E&M), CMPDI, RI-II, Dhanbad
8. Place of Receipt of Tender Document : Office of HOD(E&M), CMPDI, RI-II, Dhanbad
9. **Downloading** : The Tender Document can be downloaded from the CMPDI website <http://www.cmpdi.co.in>. The company shall not be responsible for any delay / difficulties / inaccessibility of the downloading facility for any reason whatsoever. The downloading facility shall be available during the period of sale of Tender Document.

Yours Faithfully

HOD(E&M)

SUPPLY AND INSTALLATION OF 01 NO. A4 SCANNER WITH ONE (1) YEAR WARRANTY (MIN.) AND THREE (3) YEARS (MIN.) AMC AT CMPDI, RI-II, DHANBAD

Copy to: -

1. Regional Director, RI-II, for kind information.
2. Convener, Tender Committee, RI – II.
3. Shri Anuj Mandal, Sr. Mgr. (Geology), RI- II, Member of Tender Committee.
4. Shri M.M.P Singh, CM (Civil), RI- II, Member of Tender Committee.
5. Shri V.S. Rathore , Dy. Mgr.(F), RI- II, Member of Tender Committee.
6. HOD(P&A), RI- II - For Arranging display of NIT on CMPDI Notice Board.
7. GM(Civil), BCCL, Koyla Nagar, Dhanbad – With a request to arrange to display on Notice Board.
8. GM(E&M), BCCL, Koyla Nagar, Dhanbad- With a request to arrange to display on Notice Board.
9. GM(TA), BCCL, Koyla Nagar, Dhanbad- With a request to arrange to display on Notice Board.
10. GM(MM), BCCL, Koyla Nagar, Dhanbad- With a request to arrange to display on Notice Board.

CENTRAL MINE PLANNING AND DESIGN INSTITUTE LTD
REGIONAL INSTITUTE-II, KOYLA BHAWAN COMPLEX,
DHANBAD - 826005

TENDER DOCUMENT

Sealed Tenders are invited for Supply and Installation of 01 No. A4 Scanner with One (1) Year Warranty (Min.) and Three (3) Years (Min.) Annual Maintenance Contract (AMC) from OEM (Original Equipment Manufacturers) or Authorized Dealers or Authorized Partners of A4 Scanners at CMPDI, RI-II, Koyla Bhawan Complex, Koyla Nagar, Dhanbad.

Sl. No.	Particulars	Estimated Cost (Including GST)
1.	Supply and Installation of 01 No. A4 Scanner with One (1) Year Warranty (Min.) and Three (3) Years (Min.) Annual Maintenance Contract (AMC) at CMPDI, RI-II, Dhanbad, as per the Specifications mentioned in Annexure 'III' .	Rs. 30400.00 (Excluding AMC)

1. Issue of Tender Document

Tender Document can be downloaded from CMPDI Website <http://www.cmpdi.co.in>, as per the dates mentioned below :

Begins on : 24.02.2020

Closes on : 09.03.2020

2. Eligibility Criteria:

Bidders shall submit ***duly Notarized*** copies of following documents :

- a) Permanent Income Tax Account Number (PAN)
- b) GST Certificate
- c) Documentary Evidence to establish that the Bidder is Manufacturer (OEM) or Authorized Dealer or Authorized Partner of the offered Materials viz. Valid Authorization Certificate indicating following details :
 1. Name and Designation of the Authority of Principal Company issuing the Certificate.
 2. FAX No. / Contact No. & Email-ID of the said Authority.
 3. Date of Issue of the Certificate & Validity of the Authorization.

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- d) Procurement against this tender shall be made only for proven items from established & proven sources, who fulfil the following criteria :
- (i) Offers of the Bidders, who are past suppliers to Mining Industry and / or other Industries (Private or Government Department / Public Sector Undertaking – Indigenous or Global), will be considered eligible for participation, if they have supplied the tendered item / similar item , during the preceding 5 years as under:-

For Consumables / Spares / Software: At least 20% of the total required quantity of this tender, as specified in the Schedule of Requirement.

- (ii) Bidders should submit copies of Supply Orders along with an undertaking, on the Letter Head of the Bidder, that the said Supply Order has been successfully executed, along with Cover- I (Techno-commercial Bid) of the tender, in support of their eligibility as stipulated above.

6. Mode & Method of Submission of Tender

Tenders must be submitted in sealed covers, which must be superscribed with the Tender Enquiry Number and the date of opening. All envelopes containing the tenders shall be properly sealed. The tenders shall be submitted in two envelopes (Envelope- I & Envelope- II). Both the envelopes shall be kept in another envelope and properly sealed. The Envelope- I containing Part-I & Envelope- II containing Part-II should be inside one outer cover. The outer cover should bear the address of the purchaser. **Postal tenders will not be accepted.**

Part – I

Following documents are to be submitted in Envelope-I :

- 1) Documents to fulfill basic eligibility criteria
- 2) Duly signed and stamped Tender Document
- 3) Annexure-I of Tender Document
- 4) Annexure-II of Tender Document
- 5) Annexure-III of Tender Document
- 6) Annexure-IV of Tender Document

Part – II

The second part of the tender shall consist of Price Bid in PRICE BID FORMAT. The Price Bids of only those bidders will be opened, whose offers in Part-I are found to be techno – commercially acceptable.

7. Validity Period of Tenders:

The rates, terms and conditions offered shall be valid for a period of 180 days from the date of opening of the tender and shall remain firm throughout the AMC Period.

8. Receipt of Tenders:

Due Date and time of submission of tender : 10/03/2020 up to 3.30 P.M.

Location/Place of submission of tender: Tenders shall be dropped in the Tender Box present at the Office of the HOD(E&M), CMPDI, RI-II, Koyla Bhawan Complex, Koyla Nagar, Dhanbad- 826005. Postal tenders shall not be accepted.

All envelopes containing the tenders shall be properly sealed. Envelopes stapled shall not be accepted. The tenders shall be submitted in two envelopes (Envelope- I & Envelope- II). Both the envelopes shall be kept in another envelope and properly sealed. The Envelope- I containing Part-I & Envelope- II containing Part-II should be inside one outer cover. The outer cover should bear the address of the purchaser. The outer cover should bear the address of the purchaser, Tender Enquiry No. & Date of opening.

9. Opening of Tender

The tender shall be opened at the office of HOD(E&M), CMPDI, RI-II, Koyla Bhawan Complex, Koyla Nagar, Dhanbad -826005 Office Complex, at the time and date as given in the NIT.

Date and time of opening of Part- I : Dt. 10/03/2020 at 4.00 PM.

All the bidders are requested to be present on the scheduled date and time of opening. However, their absence will not stop the opening.

In the event of the specified date for submission/opening of bids being declared a holiday, the bids will be received/opened on the appointed time on the next working day.

Date and time of opening of Part-II: The date and time of opening of Price Bid or Part- II of the tender shall be communicated in due course of time after evaluation of Part- I.

- (a) The prices quoted must be firm till delivery. The prices offered should be given preferably both in words and figures.
- (b) Printed terms and conditions of the vendor shall not be considered. Tenderers are requested to submit their offers, complete in all respects, maintaining serial number of items, terms and conditions as per the tender documents along with all supporting documents, failing which, offer may not be considered and no further clarification on technical -commercial aspects may be entertained.

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- (c) Payment terms are as per general conditions of contract and are enclosed with this tender notice. The payment shall be made by Electronic Fund Transfer (EFT) only. Successful bidder shall submit the details as per format given in Annexure IV.
- (d) Supply Order, if placed, will be subject to the terms and conditions given separately.
- (e) Normally, no deviation is acceptable to our Tender Document & Terms and Conditions. Bids, which have deviations from the NIT, are liable for rejection, without making any back reference to the tenderers. Tenders, asked for, must be submitted complete in all respects.

10. GENERAL TERMS AND CONDITIONS FOR SUBMISSION OF OFFERS

- a. All the pages of Tender Document should be signed and must have firm's seal. This is a must.
- b. Quotations, erased and over written, will be summarily rejected unless corrections are authenticated with the tenderer's signature.
- c. Competent authority reserves the right to cancel the tender, postpone the date of receipt and opening the tender or redefine the quantity without assigning any reason what-so-ever or any clarification or notification to the parties. Competent authority reserves the right to reduce the quantity even after the award of job and payment shall be made according to the actual quantity supplied and as per quoted rate. Bidders are advised to carefully note that the deviation in these terms will not be entertained.
- d. Competent authority reserves the right to terminate the contract in between, in case the supply of materials are not satisfactory, within seven days' notice either verbally or in writing.
- e. Bid Evaluation: Bids shall be evaluated item wise (excluding AMC) on lowest (L-1) rate basis of those bidders, who will qualify on techno-commercial part (part-I) of the offer.
- f. The Competent Authority reserves the right to accept / reject any tender fully or partly or split up the work without assigning any reason whatsoever and its decision will be final as well as binding.
- g. At any point of time, during execution of contract, if it is found that the information/documents submitted by the bidder is manipulated or forged, competent authority reserves the right to forfeit EMD/SD and any other payment which is not paid.
- h. Correction of Errors: Bids determined to be substantially responsive will be checked by the employer for any arithmetical errors. Errors will be corrected by the employer as follows:

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- I. Where there is a discrepancy between the amounts in figures and in words, the amounts in words will govern; and
- II. Where there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern;
- III. Discrepancy in totaling or carry forward in the amount quoted by the contractor shall be corrected.

The tendered sum so corrected and altered shall be substituted for the sum originally tendered and considered for evaluation instead of the original sum quoted by the tenderer along with other tender / tenders. Rounding off to the nearest rupee should be done in the final summary of the amount, instead of in totals of various sections of the offer.

The amount stated in the bid will be adjusted by the employer in accordance with the above procedure for the correction of errors and, shall be considered as binding upon the bidder.

OTHER TERMS AND CONDITIONS

1. **Prices** : Total cost shall include all taxes, duties, levies, insurance, packing and forwarding, transport and delivery at Stores, CMPDI, RI-II, Koyla Bhawan Complex, Koyla Nagar, Dhanbad (Jharkhand) -826005.
2. **Submission of Bill**: Bill shall be submitted in triplicate. Original bill shall be duly stamped and pre-receipted along with challan to the consignee for arranging payment in time.
3. **Payment**: - 100% Payment will be made within 21 days from the date of Receipt and acceptance of materials by the consignee, after successful installation of the A4 Scanner.
4. **Delivery Schedule** : - The delivery schedule shall be within 30 days, from the date of issue of Work Order, at CMPDI, RI-II, Stores, Koyla Bhawan Complex, Koyla Nagar, Dhanbad (Jharkhand) -826005.
5. **Paying Authority** : - HOD(Finance), Regional Institute-II, Koyla Bhawan Complex, Koyla Nagar, Dhanbad (Jharkhand) -826005.
6. **Consignee** : Regional Director, CMPDI, Regional Institute-II, Koyla Bhawan Complex, Koyla Nagar, Dhanbad (Jharkhand) -826005.
7. **Inspection**: Inspection of material will be done after receipt of the material in good

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condition at CMPDI, RI-II, Stores, by the authorized representative(s) of Regional Director. If the materials are not found in order, they will be totally rejected and the supplier will be liable to replace the defective material. If the supplier failed to do so, no payment will be made for the defective material and the bill will be processed on the accepted material.

8. Extension of Critical Dates:

If number of bids received is found to be less than 03 (three) on End Date of Bid submission, then the following critical dates of the Tender will be extended initially for a period of 02 (two) days; and, if the number of bids still remains less than 03 (three), then for another 05 (five) days:

- Last Date of Sale of Tender Document.
- Last Date of Submission of Bid.
- Date of Opening of Tender.

This extension will be also applicable in case of receipt of zero bid.

NOTE :

1. The validity period of tender shall be decided based on the final end date of submission of bids.
2. The Extension shall work on the basis of number of bids received only. It may so happen that any of these bids may be eventually rejected during Tender Opening.
3. After two extensions, with the approval of Competent authority, the tender shall be opened irrespective of available number of bids on the extended date of opening of tender.

9. Warranty : The Materials should be warranted for a period of Minimum 12 Months from the date of successful installation against any manufacturing defects.

Any Manufacturing Defect in the Material must be covered under Warranty and Replacement would be made free of cost.

Repair / Replacement of Defective Parts or Material :

- (i) Upon Receipt of Notice for replacement of defective parts, the Bidder shall, within Thirty (30) Days, replace or repair the defective Goods or parts thereof, free of cost at the ultimate Destination. The Supplier shall take over the replaced parts / Goods at the time of their replacement. No claim whatsoever shall lie on the Purchaser for the Replaced Parts / Goods thereafter.

- (ii) If the Bidder, having been notified, fails to remedy the Defect(s) within Thirty Days (30), the Purchaser may proceed to take such remedial action as may be necessary, at the Supplier's Risk and Expense and without prejudice to any other rights which the Purchaser may have against the Supplier under the Contract.
10. **Quantity Variation Clause:** The management reserves the right to increase or decrease the quantity / no. of items and accordingly, the billed amount will be adjusted proportionately keeping the quoted unit rate unchanged.
11. **Security Deposit:** A Security Deposit of 10% of the Total Work Order Value (which shall be decided after finalization of the Tender) shall be submitted by the Successful Bidder, within 15 days of issue of Work Order, towards a Total Security Deposit of 10% of the ordered value, in the form of Demand Draft of any scheduled Bank in favour of CMPDI, Regional Institute, Dhanbad, payable at Dhanbad. In case, the firm fails to deposit Security Money, the order shall be cancelled and the case shall be processed to order elsewhere and the performance is to be kept recorded for future dealing with them. For successful tenderer, with competent approval, Security Deposit shall be refunded to the firm within 30 days, after completion of the Warranty Period or after receiving written application (for refund) from the firm, whichever is later. For unsatisfactory performance and/or contractual failure, Security Money shall be forfeited.

If any State / Central Govt. Organization / PSU & valid NSIC registered (for the tendered items) firm can produce documentary evidence issued by Govt. authorities for according exemption towards submission of EMD / SD, they may be considered for exemption from submission of EMD / Security Deposit.

12. **Liquidated Damages :** In the event of failure to delivery or dispatch the stores within the stipulated date/period in accordance with the samples and/or specifications mentioned in the NIT and in the event of breach of any of the terms and conditions mentioned in the NIT, CMPDI has the right :
- i) To recover from the Successful Bidder, as agreed liquidated damages, a sum not less than 0.5% (half percent) of the price of the stores which the successful bidder has not been able to supply (for this purpose part of a unit supplied will not be considered) as aforesaid for each week or part of a week during which the delivery of such stores may be in arrears limited to 10%. Where felt necessary the limit of 10% can be increased to 15% at the discretion of competent authority.
 - ii) To purchase elsewhere, after due notice to the successful bidder on the account and at the risk of the defaulting supplier, the stores not supplied or others of a similar description without cancelling the supply order in respect of the consignment not yet due for supply or

- iii) To cancel the supply order or a portion thereof, and if so desired to purchase the stores at the risk and cost of the defaulting supplier and also
- iv) To extend the period of delivery with or without penalty as may be considered fit and proper. The penalty, if imposed shall not be more than the agreed liquidated damages referred to in Clause (i) above.
- v) To forfeit the Security Deposit fully or in part
- vi) Whenever under the contract, a sum of money is recoverable from and payable by the supplier, CMPDI shall be entitled to recover such sum by appropriating, in part or in whole by deducting any sum or which at any time, thereafter may become due to the Successful Bidder in this or any other contract with CMPDI or any subsidiary of Coal India Limited. Should this sum be not sufficient to recover the full amount recoverable, the successful Bidder shall pay on demand to CMPDI, the remaining balance amount. The supplier shall not be entitled to any gain under this clause.

13. **Fall Clause :** The price charged for the stores supplied under this contract by the supplier, shall in no event exceed the lowest price at which the supplier sells the stores of identical description to any other organization during the period of the contract, if at any time, during the said period, the supplier reduces the sale price of such stores, or sells such stores to any other organization at price lower than the price chargeable under this contract the supplier shall forthwith notify such reduction or sale to the consignee concerned under intimation to CMPDI, RI-II , Koyla Bhawan, Dhanbad and the price payable under the contract for the materials supplied after the date of coming into force of such reduction of sale shall stand correspondingly reduced. The above stipulation, however, will not apply to exports by the supplier.

14. ANNUAL MAINTENANCE CONTRACT (AMC) OF A4 SCANNER :

I. SCOPE OF WORK :

- a) The Party will provide annual maintenance for the Scanner that includes replacement of defective / unserviceable parts. The defective parts will be replaced with OEM parts of equivalent quality in performance.
- b) The Scanner shall undergo preventive maintenance once every quarter. Joint Certificate shall be signed every quarter.
- c) In the event of Breakdown, the Party shall ensure that the fault will be attended within 24 hours from the date / time of intimation by CMPDI and provide a standby arrangement in case, repair of the machine takes long time for want of Spares.

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II. Period of Maintenance Contract :

The duration of Maintenance Contract will be for a minimum period of Three Years, from the date of expiry of Warranty Period of the Scanner.

III. Payment Terms :

The Party shall ensure that the AMC Amounts quoted by the firm, during the Contractual period, will remain firm. The AMC Charges will be payable on quarterly basis by CMPDI, RI-II, Dhanbad, after expiry of each quarter on submission of pre-receipted bill by the party, to RD, RI-II. An amount for any shortfall from the uptime guaranteed (i.e. 95%) will be deducted from the billed amount for the quarter.

IV. Downtime Penalty :

- i. The Party shall ensure 95% availability (uptime) for the Scanner on quarterly basis.
- ii. Machine Downtime will be reckoned only during working days. Downtime beyond these hours on a working day would be excluded. Working Hours for CMPDI, RI-II, may be considered as : 10:00 Hrs – 17:00 Hrs (7 Hours).
- iii. The downtime period will start from the date and time of reporting complaint to the party.
- iv. The availability percentage for Scanner will be calculated for each Quarter. Penalty shall be imposed on pro-rata basis, if the availability falls below 95%.

Thus, Penalty = (95% -Actual Availability %) x (AMC Charge / 4) / 95%

- v. Actual Availability Percentage for the Scanner will be calculated as follows :

$$\text{Actual Availability} = \frac{(\text{No. of Working Days in the Quarter} - \text{Downtime Hours during the Quarter})}{(\text{No. of Working Days in the Quarter} \times 7)} \times 100$$

- vi. Penalty for any Quarter for the Scanner to be imposed will be calculated on the basis of the following Table :

Availability Percentage (Rounded)	Penalty
95% and above	Nil
85% to 94%	As per Amount Calculated in IV (ii), (iv), (v)
50% to 84%	Double the Calculated Amount as per Amount

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	Calculated in IV (ii), (iv), (v)
Below 50%	NO AMC Payment for the Quarter

15. **Price Certification** : The Successful Bidder is required to submit the following certificate on his letter head along with his bills :

“I/We certify that the stores of description identical to the stores supplied to the consignee concerned under the contract herein have not been sold by me/us to any other organization at the commencement of the contract up to the period of completion of delivery at a price lower than the price charged to the consignee concerned of the contract.”

16. **Cancellation of NIT**: Competent authority reserves the right to cancel the Notice Inviting Tender at any point of time, without showing any reason.
17. **Insurance**: The dispatch of materials should be covered under insurance at the Bidder's cost and risk. The consignee will intimate the supplier in case any shortage or damage is found after receipt of materials at destination. Shortage/Damage Certificate will be obtained from transporter by consignee. However claim will be lodged by the Bidder on the carriers.
18. **Packing and Forwarding**: All the materials should be dispatched, properly packed/and protected, so that, these are received in good condition, being free from any loss or damage on arrival at destination. The Bidder should obtain a clear receipt from the transport authorities specifying the complete list of goods dispatched. The Bidder should not book any consignment on a “SAID TO CONTAIN” basis. If the Bidder does so, it would be at the supplier's own responsibility.
19. **Non-Disclosure / Confidentiality Clause**: The bidder will not, at any time, during 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 materials, both written and oral, of a secret, confidential or proprietary nature, including without limitation any and all information relating to finance, invention ,research, design or development 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 or for the 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.

20. All disputes are subject to Dhanbad Court Jurisdiction only.

Smt. Kajari Mallick
HOD (E&M)

UNDERTAKING BY TENDERER(S)

(In the form of affidavit on Non Judicial Stamp paper of Rs. 10/- (or More))

I, proprietor/ partner/ accredited representative of M/s., solemnly declare that :

1. We are submitting tender for the Work ***“Supply and Installation of 01 No. A4 Scanner with One (1) Year Warranty (Min.) and Three (3) Years (Min.) Annual Maintenance Contract (AMC) at CMPDI, RI-II, DHANBAD-826005.”*** against Tender Notice No. CMPDI/RI-II/A4 SCANNER/19-20/..... Dated: 24.02.2020.
2. I/We partners/proprietor of the firm am / are not related to any employee of CIL and its subsidiaries.
3. All information furnished by me/us in respect of fulfillment of eligibility criteria & qualification information of this tender is complete, true & correct.
4. All documents / credentials submitted through this tender are genuine, authentic, true & valid.
5. I / We have not been banned / de-listed by any Govt. / PSU organization.
6. If any information & document submitted is found to be false/ incorrect anytime, department may cancel my tender & action as deemed fit may be taken against me/ us, including termination of the contract, forfeiture of all dues including EMD and SD & banning / de-listing of my/our firm.

.....

(Seal of Notary)

Signature of Tenderer

.....

Name of Tenderer (IN BLOCK CAPITAL)

Position in the Company/Firm (proprietor/partner/legal representative etc.):

Date :

Place :

Official Seal (Stamp) :

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UNDERTAKING BY BIDDER(S)

(To be submitted on letter head of the tenderer, signed and stamped by tenderer / authorized representative / official in each page)

I/We, , proprietor/partner/Legal Attorney/accredited representative of M/s., solemnly declare that:

1. I / We accept the Tender Document as I/We have downloaded the same from the website <http://www.cmpdi.co.in> unconditionally.

And

2. I / We understand and fully accept that the Tender Document thus obtained by me/us will be rejected, if found incomplete and/or if any tampering and/or discrepancy is found therein in comparison to the Master Copy or Office Copy of the said Tender Document.
3. I / We further assure and accept that I / We shall accept the Office Copy version of the Tender Document and shall not raise any objection in any form or shall not make any hindrance to the tendering process in case of such rejection.

.....
Signature of bidder

.....
Name of bidder (IN BLOCK CAPITAL)

Position in the Company/Firm: (proprietor/partner/legal representative etc):

Date:

Place:

Official Seal (Stamp):

SUPPLY AND INSTALLATION OF 01 NO. A4 SCANNER WITH ONE (1) YEAR WARRANTY (MIN.) AND THREE (3) YEARS (MIN.) AMC AT CMPDI, RI-II, DHANBAD

PART-ISCHEDULE OF REQUIREMENT

Sl. No.	Particulars of Item	Unit	Qty. Reqd.	Make offered & Model Name
1	A4 SCANNER : SPECIFICATIONS : 1. SCANNER TYPE : FLATBED , ADF (AUTOMATIC DOCUMENT FEEDER) 2. ADF CAPACITY : 50 SHEETS (Min.) 3. OPTICAL SCAN RESOLUTION : Up to 600 dpi (Color and Mono : ADF) or better 4. OPTICAL SCAN RESOLUTION : Up to 1200 dpi (Color and Mono : Flatbed) or better 5. AUTOMATIC DOCUMENT FEEDER SCAN SPEED : UP TO 20 ppm or better 6. DUPLEX ADF SCANNING : YES 7. ONE PASS DUPLEX SCANNING 8. COMPATIBLE OS : WINDOWS 10 (32 bit / 64 bit) , WINDOWS 8 (32 bit / 64 bit) , WINDOWS 8.1 (32 bit / 64 bit)	No.	1	

SUPPLY AND INSTALLATION OF 01 NO. A4 SCANNER WITH ONE (1) YEAR WARRANTY (MIN.) AND THREE (3) YEARS (MIN.) AMC AT CMPDI, RI-II, DHANBAD

Form for e-Payment

(To be submitted in Envelope-I)

To,
Regional Director,
Regional Institute-II, CMPDI,
Koyla Bhawan Complex, Koyla Nagar,
Dhanbad-826005

Ref: Authorisation of all our payment through electronic fund transfer system/RTGS/CBS/Intra bank Transfer

We, hereby, authorize CMPDI Limited to make all our payments against our bills, refund of Earnest Money Deposit and Security Deposit through Electronic Fund Transfer System/RTGS/CBS/Intra Bank Transfer. The details for facilitating the payments are given below:

(TO BE FILLED IN CAPITAL LETTERS)

1. Name of the beneficiary
2. Address.....
.....
City PINCODE.....e-mail id.....
Telephone no. (With STD code).....
3. Bank particulars :-
Bank NameBranch NameBank Branch code...
Branch address.....
.....PIN CODE.....
Telephone No. (With STD code).....FAX No. (With STD code).....
4. 9 digit MICR code of the Bank branch (Enclosed copy of a cancelled cheque):
5. 11 digit IFSC code of beneficiary branch
6. Bank Account Number :
7. Bank Account Type (Tick One) : SAVING/CURRENT/LOAN CASH CREDIT/ OTHERS (if any other, pl. specify)
8. Permanent Account Number (PAN):

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

(AUTHORISED SIGNATORY)

Name.....

Date.....

(Official stamp)

BANK CERTIFICATION

It is certified that above mentioned beneficiary holds a Bank account No.....
with our branch and the Bank particulars mentioned above are correct.

(AUTHORISED SIGNATORY)

Name.....

Date.....

(Official stamp)

SUPPLY AND INSTALLATION OF 01 NO. A4 SCANNER WITH ONE (1) YEAR WARRANTY (MIN.) AND THREE (3) YEARS (MIN.) AMC AT CMPDI, RI-II, DHANBAD

PART-II

FORMAT OF PRICE BID

SUPPLY AND INSTALLATION OF 01 NO. A4 SCANNER WITH ONE (1) YEAR WARRANTY (MIN.) AND THREE (3) YEARS (MIN.) AMC AT CMPDI, RI-II, DHANBAD

FORMAT OF PRICE BID
(To be submitted in Envelope-II)

Sl. No.	Particulars	Unit	Quantity	Unit Cost Excluding GST (Rs.)	GST (%)	Total Amount (Including GST)
1	A4 SCANNER	NO.	1			
2	AMC AMOUNT FOR 1 ST YEAR AFTER WARRANTY PERIOD	YEAR	1			
3	AMC AMOUNT FOR 2 nd YEAR AFTER WARRANTY PERIOD	YEAR	1			
4	AMC AMOUNT FOR 3 rd YEAR AFTER WARRANTY PERIOD	YEAR	1			

Note : Total Cost shall include all taxes, duties, levies, insurance, packing and forwarding, transport and delivery upto Store, CMPDI, RI-II, Koyla Bhawan Complex, Koyla Nagar, Dhanbad (Jharkhand) -826005.

Signature & Seal of the Bidder

Place:

Date:

SUPPLY AND INSTALLATION OF 01 NO. A4 SCANNER WITH ONE (1) YEAR WARRANTY (MIN.) AND THREE (3) YEARS (MIN.) AMC AT CMPDI, RI-II, DHANBAD