

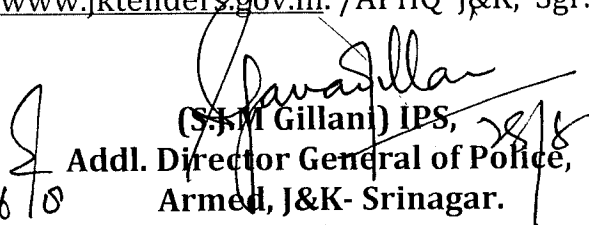
Gist of e-NIT No. **13** OF 2019DATED: **30.08.2019**

For and on behalf of the Governor of Jammu & Kashmir State, online tenders (e-tenders) are invited from reputed vendors/firms/entities for **supply of Water Sports Equipments as detailed in Annexure-"A" of this e-NIT.** The e-NIT consisting of qualifying information, eligibility criteria, Bill of Quantities (B.O.Q), set of terms and conditions of contract and other details can be seen/ downloaded from the J&K State e-Procurement Portal www.jktenders.gov.in from **31.08.2019 (1400 hours) to 12-10-2019 upto 1600 hours.**

The intending bidders, who are not in a position to download the e-NIT from J&K State e-Procurement Portal www.jktenders.gov.in, can collect/receive the Tender document from the Office of undersigned. Further, in case intending bidders who are not able to upload their bids on J&K State E-Procurement Portal, such intending bidders can submit their bids through registered post or by hand.

The Water Sports Equipments quoted for by the prospective bidders shall be strictly certified by **Indian Kayaking and Canoeing Association (IKCA)/(ICF)** for which they are required to furnish authenticated certificate of the said Association. Besides, for the convenience and assessing the specifications of Water Sports Equipments, the intending bidders shall also furnish brochures/catalogues of the same to this Hqrs.

Detailed tender documents (SBD) with terms and conditions are available on J&K State e-Procurement Portal www.jktenders.gov.in. /APHQ J&K, Sgr.


(S.M. Gillani) IPS,
Addl. Director General of Police,
Armed, J&K- Srinagar.

Dated: 30.08.2019.

No. APHQ/Sports-78 /2018/25446-51
Copy to the:-

1. Director General of Police, J&K Srinagar for favour of information. This has reference to PHQ J&K order issued under endorsement no. AIG (W)/S-19/2017/529-32 dated. 25.05.2019.
2. AIG (Communication) PHQ J&K with the request to arrange publication of the tender in two leading Local dailies.
3. S.O (IT) PHQ, J&K for putting the tender on J&K Police Website.
4. Incharge (IT) APHQ, J&K for uploading tender on Govt. e-procurement portal.
5. Incharge Accounts Brach APHQ for information.
6. I/C Provision Section APHQ for information and n/action.

For Addl. Director General of Police,
Armed, J&K-Srinagar.

e-NIT NO. **13** OF 2019DATED: **30** .08.2019

(SBD)

1. For and on behalf of the Governor of Jammu & Kashmir State, online tenders (e-tenders) are invited from reputed vendors/firms/entities for **supply of Water Sports Equipments as detailed in Annexure-"A" of this e-NIT.** The e-NIT consisting of qualifying information, eligibility criteria, Bill of quantities (B.O.Q), set of terms and conditions of contract and other details can be seen/ downloaded from the J&K State e-Procurement Portal www.jktenders.gov.in from **31-08-2019 (1400 hours) to 12-10-2019 upto 1600 hours.** The intending bidders, who are not in a position to download the e-NIT from J&K State e-Procurement Portal www.jktenders.gov.in, can collect/receive the Tender document from the Office of undersigned. Further, in case intending bidders who are not able to upload their bids on J&K State E-Procurement Portal, such intending bidders can submit their bids through registered post or by hand.
- The Water Sports Equipments quoted for by the prospective bidders shall be strictly certified by **Indian Kayaking and Canoeing Association (IKCA)/(ICF)** for which they are required to furnish authenticated certificate of the said Association. Besides, for the convenience and assessing the specifications of Water Sports Equipments, the intending bidders shall also furnish brochures/catalogues of the same to this Hqrs.

The tenders (technical bids only) received both online/offline will be opened on **14-10-2019 at 1400 hours** at Armed Police Headquarters, J&K Batamaloo Srinagar. In case of unforeseen circumstances, the date of opening will be next working day or as notified separately.

2.

S.No.	Particulars	Details
i	Date of commencement of downloading of e-Tender document/e-NIT.	31-08-2019 at 1400 hours.
ii	Last date and time for submission of on-line /offline bids .	12-10-2019 upto 1600 hours.
iii	Time/date and place of on-line/off line opening of Technical bids only.	14-10-2019 at 1400 hours at J&K Armed Police Headquarters Srinagar.
iv	Pre-bid meeting	If convened, will be communicated later-on.
v	Validity of the tender offer	Upto 31.07.2020.

3. **Tender Fee:-**
The Tender Fee has been fixed as Rs.200/- only for SSI Units of J&K State and Rs.1000/- for other bidders in the shape of scanned copy of Treasury Challan deposited into State Govt Treasury under object Head 0055-Police and the same is non-refundable. Treasury Challan should compulsorily mention (i) Name of the Firm (ii) Tender No. (iii) Date of opening of Tender. However, the Govt./Semi Govt, concerns of the J&K State claiming exemption of tender fee shall append authenticated orders, certificates etc, issued by Competent Authority in support of their claim. However, granting exemption from the furnishing of Tender Fee shall be at the sole discretion of ADGP Armed, J&K or any officer authorized on his behalf.
Tenders without tender fee shall be rejected.
4. **Earnest Money Deposit (EMD):-**
Tender must be accompanied by a scanned copy of CDR of rupees equivalent to 2% of the cost of items tendered for, on account of Earnest Money Deposit (EMD) from any Nationalized Bank valid till 31.07.2020 pledged to **Staff Officer to Addl. Director General of Police, Armed, J&K**. However, all participating tenderers would upload scanned copy of the requisite EMD instrument (CDR) with the tender. The earnest money, in the case of unsuccessful tenderer, shall be released after finalization of Tenders, whereas in the case of successful tenderers, it will be adjusted towards the security money (required to be deposited) on application, for due performance of the agreed contract. No interest shall be payable by purchaser on the EMD deposited by the tenderer.
The J&K Govt. rules with regard to furnishing of **EMD** in respect of **local Registered SSI** units, shall be applicable in letter and spirit. The local SSI units are required to pay the **EMD** prescribed as per J&K Govt rules which at present is 2% of the value of contract or Rs.5000/- whichever is less. For the purpose, SSI units shall have to furnish registration certificate and Functional Certificate of SSI Unit, issued by the competent authority with their tender offer failing which the benefits of SSI units will not be allowed. The Government/ Semi Govt. or similar other concerns, claiming exemption from the payment of EMD shall have to append duly authenticated orders, certificate etc from competent authority supporting their claims.
Tenders without EMD shall be rejected.
5. Rates quoted by the firms should be on firm price basis.
6. Firms shall clearly indicate different taxes, duties, charges which they propose to charge as per the format of Bill of Quantity (BOQ) available with the e-tender, **moreover online generation of financial comparative (BOQ Chart) is of indicative nature only and not conclusive. The detailed financial comparative (BOQ Chart) shall be worked out by department and will be uploaded on the website for general information of all the Tenderers.**
7. The approved firm shall be deemed to have fully understood the conditions, specifications and in case of any doubt may seek clarification.
8. **No conditional tender will be accepted/entertained and shall be outrightly rejected. No other condition than those mentioned (in the**

terms set-forth) will be entertained.

9. Purchaser reserves the right to get the credentials of all the firms re-verified irrespective of the registration status.
10. Purchaser reserves the right to cancel/reject or scrap any or all the tenders without assigning any reasons. Reasonable logical discretion with the purchaser shall remain intact for safe guarding the Govt. interest.

TWO BID SYSTEM:-

All bidders are required to submit their offers in two covers as under:-

(A) FIRST COVER (Technical Bid) - comprising scanned copies of following documents in PDF format are to be uploaded online:-

i.	Tender documents of all pages duly completed and signed by the tenderer but without indicating the rates quoted.
ii.	Self attested Scanned copy of CDR of Earnest Money Deposit. Original be sent through speed post.
iii.	Self attested Scanned copy of Tender Fees/Challan. Original be sent through speed post.
iv.	Self attested Scanned copy of valid PAN Card.
v.	Registration certificate of being an SSI Unit.
vi.	Self attested scanned copies of Income Tax Returns for the last three (03) Financial Years i.e. Financial Year 2016-17, 2017-18 & 2018-19.
vii.	Self attested Scanned copies of Certified/Audited Financial Statement i.e Bank Statement, P&L A/C/Balance Sheet indicating the Credit worthiness of the Vendor clearly indicating the Annual Turnover/Gross Receipts of last three (03) Financial Years i.e Financial Year 2016-17, 2017-18 & 2018-19.
viii.	Technical specifications of the items quoted.
ix.	Registration Certificate/Industrial Licence of original firms with due validity, for the items quoted.
x.	Certificate of being authorized dealer having proper authorization of the registered firm (as per Appendix-I) to quote against the particular item of the tender.
xi.	Authorized Dealer having authorization to quote against this tender, shall furnish his Registration Certification with Central/State/Sales/Service Tax department for the particular item.
xii.	Scan copy of the e-NIT, all pages duly signed & stamped by the tenderer, in token of having understood and accepted the specifications, terms & conditions of the e-NIT.
xiii.	Performance statement for last three years as per APPENDIX-II of this e-NIT.
xiv.	Check list for tenders as per APPENDIX-III .
xv.	Any other relevant document which the firm wishes to submit.
xvi.	The intending bidders who are submitting their bids offline shall have to submit the above document through offline mode.

B) SECOND COVER(Commercial/Price Bid)- should contain the following document and be uploaded online on the e-procurement portal of J&K Government portal www.jktenders.gov.in only as per the bill of quantities (BOQ) of the e-NIT:-

i.	Rate quoted by the firm which should be on firm price basis as per Bill of Quantities (BOQ) of the e-tender to be downloaded from the website and rates should be carefully quoted offline and then uploaded. The Zero basic cost quoted for any item in BOQ will be treated as Nil quoted.
ii.	Rates quoted shall be valid upto <u>31.07.2020</u>.
11. On due date of online/offline opening of tenders ie (Technical bids only) on <u>14-10-2019</u> evaluation process will start. Those who qualify the technical bid will be informed online/offline with the announcement of financial bid opening date.	
12. Security Deposit. The approved firm will have to furnish security deposit @5% of the total value of work order pledged to Staff Officer to ADGP Armed, J&K in the shape of Call Deposit Receipt, valid on call, from a Nationalized/Scheduled Bank, at the time of signing of Deed of Agreement to ensure satisfactory performance of the contract. This security deposit will be released after one year of successful completion of contract. The charges on stamps etc. (cost of documents in totality) shall be borne by the approved bidder/tenderer while executing the agreement. (No interest shall be paid by the purchaser on the Security deposit). J&K Govt Rules for Security Deposit in respect of local SSI Units shall be applicable.	
13. As soon as the acceptance of the tender is communicated to the successful tenderer online, the contract shall be binding on him. The earnest money of the tenderer, who backs out or withdraw his tender or fails to abide by it, after acceptance thereof, shall be forfeited, besides, other penal remedies applicable under law for the time being in the State of J&K.	
14. The successful tenderer shall have to enter into an agreement on prescribed proforma (immediately after the issuance of work/job order) with the Department for due performance of the contract and has to supply the items strictly in accordance within the approved quality and specifications as shown in BOQ, at Armed Police Headquarters Batamaloo Srinagar within the period of (40) days OR as mentioned in the supply order.	
15. The rates quoted should include all taxes and levies. No carriage charges for transportation of goods shall be paid by the Department. The rates offered should be for destination i.e, Armed Police Headquarters J&K Batamaloo Srinagar.	
16. Payment shall be made only after the items are received in full by this Hqrs and found conforming to the specification as per supply order. No advance payment shall be made for execution of job order. The items not conforming to the specification shall be rejected and no payment shall be made for such supplies.	
17. Rates offered once in the tender shall be treated as final & irrevocable and any later addition and intimation will not be entertained.	
18. The Price Bid of only those tenderers shall be considered whose Technical Bid is declared successful/qualified by the concerned committee.	
19. The tenderer is required to furnish an authenticated copy of GST clearance certificates and PAN (alongwith the tender offer and at the time of payments) for the year 2018-19. The APHQ, J&K shall be at liberty to put to scrutiny, verification etc of GST clearance so furnished by the successful tenderer.	
20. The authority reserve absolute powers to reject or accept any tender or part thereof, without assigning any reason and without any obligations. Any clause incorporated in the tender (not conforming to the e-NIT in any manner) shall make such an offer liable for rejection. Therefore, all the terms and conditions of the tender Notice including technical specification shall be carefully studied for the	

sake of complete and comprehensive tender. Failure to comply with any of the conditions stipulated herein above or instructions or the offer with insufficient particulars/documents shall lead to out-right rejection of the tender.

21.If after the award of contract/placement of orders/execution of the agreement and formally depositing the security money, the tenderer backs out or fails to execute the contract/work order, the security deposit will be forfeited besides any other penal measure the department may take as per norms.

22.The formal deed incorporating the terms of the contract will be executed by the successful tenderer immediately after receipt of work order.

23.If the successful tenderer fails to execute the contract within the stipulated period as specifically mentioned in the supply order, the department shall be at liberty to re-tender or otherwise at his risk and cost. The department may give (07) days notice to the approved bidder in writing to make the loss good.

24.All legal proceedings arising out of any dispute between the parties shall have to be settled in the Courts situated in Jammu and Srinagar and not elsewhere.

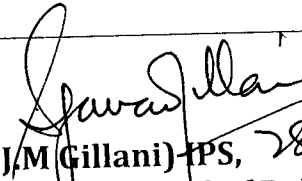
25.It shall be incumbent upon the supplier to execute the work order, in conformity with the provisions as provided in the e-NIT.

26. The approved bidder/tenderer shall not sublet the contract or any part thereof to any other agency.

27.The Department reserves the right to add or suitably modify the terms and conditions at any stage before the offers are received/last date for submission of bids as per exigencies and hence above shall not be construed as all inclusive.

28.The detailed NIT, SBD and BOQ are available on J&K State e-Procurement portal www.jktenders.gov.in. In case of any clarification, please contact on Telephone No. 0194-2455133, Fax No. 0194-2450514.


e-mail id: aphq@jkpolice.gov.in.


(S.J.M Gillani) IPS, 28/8
Addl. Director General of Police,
Armed, J&K- Srinagar.
Dated: 20.08.2019.

No. APHQ/Sports-78/2018/25446-51 26/8

Copy to the:-

1. Director General of Police, J&K Srinagar for favour of information. This has reference to PHQ J&K order issued under endorsement no. AIG(W)/S-19/2017/529-32 dated. 25.05.2019.
2. AIG (Communication) PHQ J&K with the request to arrange publication of the tender in two leading Local dailies.
3. S.O (IT) PHQ, J&K for putting the tender on J&K Police Website.
4. Incharge (IT) APHQ, J&K for uploading tender on Govt. e-procurement portal.
5. Incharge Accounts Brach APHQ for information.
6. I/C Provision Section APHQ for information and n/action.


For Addl. Director General of Police,
Armed, J&K-Srinagar.

Annexure- "A"

Technical Specifications of Kayaking and Canoeing Sports Equipments:-

S. No	Particulars	Tentative Qty. required	Specifications
1.	Kayak Single (K-1)	08 nos	<ol style="list-style-type: none"> 1. 100% Carbon composite construction with no added Aramid Fiber or Glass Fiber. 2. Length: 520 CM 3. Weight: Not more than 12 Kgs 4. ICF/IKCA approved
2.	Kayak Single (K-1)	08 nos	<ol style="list-style-type: none"> 1. Construction:- Fiber Glass Single skin laminate in hull and deck in hand lay-up. 2. Material:- Fiber Glass and Epoxy Resin. 3. Seat:- FRP Seat. 4. Fittings:- High Grade Aluminum duly anodized. 5. Length:- 520 cm 6. Weight:- 12 kg 7. IKCA approved.
3.	Kayak Double (K-2)	04 nos	<ol style="list-style-type: none"> 1. 100% Carbon composite construction with no added Aramid Fiber or Glass Fiber. 2. Length: 650 CM 3. Weight: Not more than 18 Kgs 4. ICF/IKCA approved
4.	Kayak Double (K-2)	04 nos	<ol style="list-style-type: none"> 1. Construction:- Fiber Glass Single skin laminate in hull and deck in hand lay-up. 2. Material:- Fiber Glass and Epoxy Resin. 3. Seat:- FRP Seat. 4. Fittings:- High Grade Aluminum duly anodized. 5. Length:- 650 cm 6. Weight:- 18 kg 7. IKCA approved.
5.	Kayak Four (K-4)	04 nos	<ol style="list-style-type: none"> 1. 100% Carbon composite construction with no added Aramid Fiber or Glass Fiber. 2. Length: 1100 CM 3. Weight: Not more than 30 Kgs 4. ICF/IKCA approved
6.	Kayak Four (K-4)	04 nos	<ol style="list-style-type: none"> 1. Construction:- Fiber Glass Single skin laminate in hull and deck in hand lay-up. 2. Material:- Fiber Glass and Epoxy Resin. 3. Seat:- FRP Seat. 4. Fittings:- High Grade Aluminum duly anodized. 5. Length:- 1100 cm 6. Weight:- 30 kg 7. IKCA approved.
7.	Canoe Single (C-1)	08 nos	<ol style="list-style-type: none"> 1. 100% Carbon composite construction with no added Aramid Fiber or Glass Fiber. 2. Length: 520 CM 3. Weight: Not more than 14 Kgs 4. ICF/IKCA approved
8.	Canoe Single (C-1)	08 nos	<ol style="list-style-type: none"> 1. Construction:- Fiber Glass Single skin laminate in hull and deck in hand lay-up. 2. Material:- Fiber Glass and Epoxy Resin. 3. Seat:- FRP Seat. 4. Fittings:- High Grade Aluminum duly anodized.

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			<ol style="list-style-type: none"> 5. Length:- 520 cm 6. Weight:- 14 kg 7. IKCA approved.
9.	Canoe Double (C-2)	04 nos	<ol style="list-style-type: none"> 1. 100% Carbon composite construction with no added Aramid Fiber or Glass Fiber. 2. Length: 650 CM 3. Weight: Not more than 20 Kgs 4. ICF/IKCA approved
10.	Canoe Double (C-2)	04 nos	<ol style="list-style-type: none"> 1. Construction:- Fiber Glass Single skin laminate in hull and deck in hand lay-up. 2. Material:- Fiber Glass and Epoxy Resin. 3. Fittings:- High Grade Aluminum duly anodized. 4. Length:- 650 cm 5. Weight:- 20 kg IKCA approved.
11.	Canoe Four (C-4)	04 nos	<ol style="list-style-type: none"> 1. 100% Carbon composite construction with no added Aramid Fiber or Glass Fiber. 2. Length: 900 CM 3. Weight: Not more than 30 Kgs 4. ICF/IKCA approved
12.	Canoe Four (C-4)	04 nos	<ol style="list-style-type: none"> 1. Construction:- Fiber Glass Single skin laminate in hull and deck in hand lay-up. 2. Material:- Fiber Glass and Epoxy Resin. 3. Fittings:- High Grade Aluminum duly anodized. 4. Length:- 900 cm 5. Weight:- 30 kg 6. IKCA approved.
13.	Kayak Paddles	06 nos	<ol style="list-style-type: none"> 1. 100% Carbon Graphite Fiber. 2. Available in Ultra Light and Stiff Variant 3. Adjustable Clamp on Shaft with lock and unlock facility adjustable to 5 cm with a left and right angle protector.
14.	Kayak Paddles	06 nos	<ol style="list-style-type: none"> 1. Carbon Fiber Kayak Paddle (Kajner) 2. 100% Carbon Fiber 3. Weight: 710 gm 4. Width: 170 mm 5. Length: 110 mm 6. Size: XL ICF/IKCA approved.
15.	Canoe Paddles	06 nos	<ol style="list-style-type: none"> 1. 100% Carbon Graphite Fiber 2. Available in Ultra Light and Stiff variant 3. Adjustable Clamp on shaft with lock and unlock facility adjustable to 5 cm with left and right angle protector.
16.	Canoe Paddles	06 nos	<ol style="list-style-type: none"> 1. Carbon Fiber Canoe Paddle (Kajner) 2. 100% Carbon Fiber 3. Weight: 730-790 gm 4. Width: 195-215 mm 5. Length: 550-580 mm 6. Size: XL ICF/IKCA approved.

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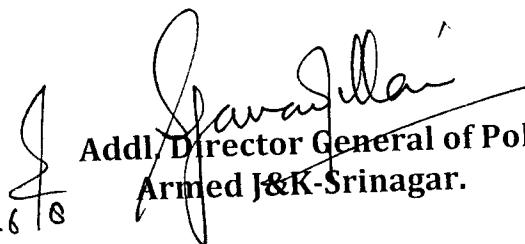
17.	Kayak Ergometer	01 no	<ol style="list-style-type: none"> 1. Kayak Ergometer with Auto Balance Module 2. Length: 3.10 m 3. Width: 0.41 m 4. Height: 0.70 m 5. Weight: 40 Kg 6. Paddle Shaft- Length 1.70 m, Robe Length 4.07 m 7. Display provides easily readable, relevant numeric and graphic information to the athlete while training on the Ergometer. 8. The Following Quantities are updated for each individual Stroke: <ol style="list-style-type: none"> a. Paddling Time b. Distance c. Speed/Power d. Stroke Rate/Water-Air Ratio/Max. Speed /Power e. Heart Rate (Requires serial interface to polar Chest Ribbon or similar) f. Average Speed/Power g. Graphic left/right power balance h. Pacer <p>For speed values, it is possible to choose from one of several Units:-</p> <ol style="list-style-type: none"> i. m/s , km/h ii. time/500 m, time/1,000 m <p>ICF/IKCA approved</p>
18.	Kayak Ergometer	01 no	<ol style="list-style-type: none"> 1. Kayak Ergometer WEBA Sports Australi. 2. Dimensions:- <ol style="list-style-type: none"> a. Length:- 230 cm b. Width:- 55 cm c. Height:- 70 cm d. Weight:- 32 kg <p>ICF/IKCA approved.</p>
19	Canoe Ergometer	01 no	<ol style="list-style-type: none"> 1. Canoe Ergometer with Auto Balance Module. 2. Length: 3.10 m 3. Width: 0.41 m 4. Height: 0.70 m 5. Weight: 40 Kg 6. Paddle Shaft- Length: 1.70 m, Robe Length: 4.07 m 7. Display provides easily readable, relevant numeric and graphic information to the athlete while training on the Ergometer. 8. The following quantities are updated for each individual stroke:- <ol style="list-style-type: none"> a. Paddling Time b. Distance c. Speed/Power d. Stroke Rate/Water-Air ratio/Max. Speed/Power e. Heart Rate (requires serial interface to polar chest ribbon or similar) f. Average Speed/Power g. Graphic left/right Power balance h. Pacer <p>For Speed values, it is possible to choose from one of several Units:</p> <ol style="list-style-type: none"> i. m/s , Km/h ii. Time/500 m Time/1,000 m

Handwritten signature

0	Canoe Ergometer	01 no	ICF/IKCA approved. 1. Canoe Ergometer WEBA Sports Australi. 2. Dimensions: a. Length:- 230 cm b. Width:- 55 cm c. Height:- 70 cm d. Weight:- 32 kg ICF/IKCA approved.
21	Speed Boat	01 No	1. FRP 4 seated Boat with 40 HP OBM 2. 40 HP OBM 2 Stroke remote control OBM 3. Technical Specifications:- a. Length O.A (4.80m) b. Overall Beam (1.70 mtr) c. Draught Loaded (0.35 mtr) d. Hull (controlled V-type) e. Capacity (4 seated) f. Recommended Engine (40 HP 2 Stroke remote control Engine; g. Construction (Fiber Glass, Isophathalic Marine Grade Resin and Gelcoat with vacuum infusion system).
22	Raft Boat Series	01 no	NRS Expedition (Length 14 ft.) Specifications as per international rafting federation.
23	Carbon Paddle for Raft	07 nos	Specifications as per international rafting federation.
24	Life jackets for Raft	07 nos	Size. L/XL (of reputed brand)
25	Helmets for Raft	07 nos	Size. L/XL (of reputed brand)

Cost of Equipment = Rs. 46.00 lacs (approximately)

Fund position = Funds available

26/08

Addl. Director General of Police,
Armed J&K-Srinagar.

APPENDIX-II
Performance Statement for last three Years.

Name of the firm	
Description of contract	
Quantity on order	
Value	
Work order completion date as per supply order (to be accompanied with a certificate of the State Police/Central PMF for which work has been executed)	
Contract completed/finalized within original schedule.	
Final completion date of work order.	
Reasons for delay in completion (if any)	

Signature of Tenderer

APPENDIX-I

FORMAT OF AUTHORIZATION LETTER/CERTIFICATE

To,

The Addl. Director General,
Armed, J&K Jammu/Srinagar.

Subject:- _____

Sir,

Please refer to your tender enquiry (NIT) No _____ dated _____

- We _____ who are proven and reputable vendors/firms/entities of _____ (name and description of the contract offered in the tender) having factories at _____ hereby authorize M/s _____ (name and address of the agent) to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred tender enquiry documents for the above said contract.
- We further confirm that no vendor or firm or individual other than M/s _____ (name and address of the above agent/dealer) is authorized to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred tender enquiry documents for the above said contract.

Yours faithfully,

Signature with Date, Name and designation,
For and on behalf of M/S _____
(Name and address of the Firm/Vendor)

Note:-

1. This letter should be on the letter head of the manufacturing firm and should be signed by the person who is competent having the power of attorney.
2. Scan copy of the original letter must be attached with tender documents.

SIGNATURE OF THE TENDERER.

APPENDIX-III

GENERAL INSTRUCTIONS/CHECK LIST FOR TENDERERS.

Before submission of tender documents, the tenderers should check whether they have complied with the following requirements of otherwise:-

S.No	Requirement to be checked before submission of the tender	Complied (Please indicate YES or NO after complying with the requirement.
1.	The tenderers for their own ease shall fill in relevant details of NIT offline & upload the same after ensuring accuracy.	
2.	Whether tender fee scan copy is enclosed, with the technical bid?	
3.	Whether Earnest Money Deposit (EMD) scan copy is enclosed with the technical bid?	
4.	If an SSI Unit, the same is indicated in the tender and scan copy of valid registration certificate is enclosed or not?	
5.	Whether scanned copy of complete tender documents are uploaded in the technical bid duly signed having official seal on all pages or not?	
6.	Whether tender documents are submitted in two bid system i.e. Technical and Financial Bids separately as per tender enquiry or not?	
7.	Whether offer validity as required in tender enquiry is accepted and indicated in your tender document or not?	
8.	Whether terms of completion period as required in tender enquiry is accepted and indicated in your tender document or not?	
9.	Whether payment terms as required in the tender enquiry is accepted and indicated in your tender document or not?	
10.	Whether compliance statement in the format as required in tender enquiry is enclosed with the supporting technical documents/proof, for each point/parameter or not?	
11.	Whether performance statement for last 3 years as required in tender enquiry in the format is enclosed or not. If not, reason thereof is given?	
12.	(a) Status of tenderer as to whether manufacturer or manufacturer's authorized agent is indicated in your tender document. If authorised agent/dealer, valid authority letter for the stores offered from the manufacturer is enclosed or not.	
13.	If called for in the T.E. whether acceptance of functional demo/field trial clause, is specified in your tender document or not?	
14.	Whether indicated in the tender document, if your firm's business dealings is banned by any Govt/Private agency or recommended for blacklisting or not?	
15.	The complete commercial quote should be in Indian Rupees only. Currency of price should be clearly mentioned (wherever applicable).	
16.	Tenderers are required to indicate Basic Rate, Service Tax/GST and any other leviabale taxes/charges separately in the relevant columns of the BOQ.	
17.	Tenderer will attach justification of price quoted which should include the recently executed contracts of the store in question with Govt/Semi Govt Organizations etc.	
18.	No column should be left blank. Wherever amount is not quoted, the column should be clearly marked as 'Nil'.	

S No	Sensitive Documents part of Technical bid	Non Sensitive Documents
1.	Valid registration certificate/industrial license of original manufacturer for the items quoted	Performance statement of three years
2.	Valid authorization letter of original manufacturer in case of approved dealer	Govt. supply orders for same if any
3.	Valid registration certificate of approved dealer with central/state sales tax department for the items quoted	Income tax clearance
4.	Vat clearance	
5.	SSI unit - registration certificate	
6.	SSI unit - functional certificate	
7.	Scanned copies of EMD and Tender Fee	
8.	Scanned copy of NIT duly Signed & sealed	

SIGNATURE OF THE TENDERER WITH SEAL

OKD (L.I) OS