

INDIAN INSTITUTE OF FOREST MANAGEMENT, BHOPAL

E-TENDER NOTICE

NIT No: IIFM/M(M)/17/12

Dated: 03-11-2017

Online Item Rate Tender (Two Bid System- Technical and Financial) are invited from reputed, experienced manufacturer or authorized dealer for

T. No	Name of work	PAC. (In Rs)	Time allowed for completion of work	EMD (Rs)	Cost of tender form (In Rs)	
					Tender Cost	Online Processing fee
1	Providing LED lights for corridor of office building and street light at IIFM, Bhopal	4.61 lakhs	months	Rs11,500/- Demand Draft	Rs. 1000/- Demand Draft	Rs.500/- + GST (18%) Online Payment Total Amount = Rs. 590/-

1. The Tenderers intending to participate in this Tender are required to get enrolled on the portal <http://www.eproc.lotusprocure.in>, Enrolment on the above mentioned Portal is mandatory.
2. The tenderers have to digitally sign their bids before submitting the bids hashes online thus the tenderers are advised to obtain Digital Certificates. The Bidders may contact OSMO IT Solution Pvt. Ltd, for obtaining Class - III Digital Signature Certificates at Address, OSMO IT Solution Pvt. Ltd.,FB-12/13/14, 2nd Floor, Block-A,Mansarovar Complex, Near Habibganj Station, Bhopal, M.P.-462016,Tel. No : +919755093882, Tel. No.: 0755-4078648,E-mail: info@lotusprocure.in
3. Tender documents are available in the website <http://www.eproc.lotusprocure.in/> which can be purchase and downloaded from **03.11.17, 5:31 PM to 17.11.17 up to 5:30 PM**. And bid submission date from **03.11.17, 5:31 PM to 18.11.17 up to 5:30 PM**.
4. Note: Online Processing Fee of Rs. 500/- + GST (18%) to be made online.
4. Tender cost of Rs.1000/- (non-refundable) and EMD of Rs. 11,500/- should be submitted with the Physical Envelope 'A' in the form of Demand draft drawn from any Nationalized Bank in favor of **Director, IIFM**
5. The tenderers are required to submit Envelope 'A' physically as per the date (20.11.2017 up to 2.00pm) to the Chief Administrative Officer, Indian Institute of Forest Management, Nehru Nagar, Post Box no-357, Bhopal-462003.

The Physical Envelope 'A' should contain the following.

Kindly upload scan copies of below mentioned documents under Technical Qualification (Envelope A) & Submit Physical copy of the documents in department office in due date.

1. EMD (DD)
2. Tender Cost (DD)
3. Registration Certificate
4. Income Tax return for the last three years
5. Any Other Document

Note: Tenders which qualify the Technical bid will only be considered for opening of Financial Bid, rest of the Financial bid will be rejected. IIFM reserves the right to reject any or all the Tenders received without assigning any reason(s) thereof.

Tender Date Schedule:				
S.No	Stages Name	Stages By	Start Date and Time	End Date and Time
1	TENDER RELEASE	DEPARTMENT	03-11-2017 05:30 PM	
2	TENDER PURCHASE & DOWNLOAD	BIDDER	03-11-2017 5:31 PM - 17-11-2017 05:30 PM	
3	BID SUBMISSION	BIDDER	03-11-2017 5:31 PM - 18-11-2017 05:30 PM	
4	TENDER CLOSING	DEPARTMENT	20-11-2017 2:30 PM	
5	TENDER OPENING (TECHNICAL BID)	DEPARTMENT	20-11-2017 3:00 PM	

For Support: Bidders should get in touch with **Mr. Pankaj Dwivedi** 9755093882 or 0755-4078648 or e-mail: info@lotusprocure.in for e-tendering support.

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{Chief Administrative officer}

INDIAN INSTITUTE OF FOREST MANAGEMENT, BHOPAL

INDIAN INSTITUTE OF FOREST MANAGEMENT

(Tender No.IIFM/M(M)/17/12)

Providing LED lights for corridor of office building and street light at IIFM, Bhopal

TECHNICAL BID

(Please put the Bid in separate sealed envelope duly marked and signed across the flap)

(Do not write the amount here. Amount must be mentioned in the FINANCIAL BID)

1. Name of Firm :
2. Office Address with Phone Nos:

(Please tick mark the following columns appropriately)

S.No	Particulars	Yes	No	Enclosures No
01	Registration Certificate / Authorised Dealership certificate			
02	Experience of similar work in past 3 years			
	S no	Description of work	Amount	
	01			
	02			
	03			
03	Whether Tender cost and EMD deposited or not			
04	Income Tax return of last three years			
05	Up to I crore income PAN card of the Sole proprietor Above 1 crore income PAN card in the name of the firm with audited account is required			

Proof of all above documents duly self attested with seal, Tender cost of Rs1000/- & EMD of Rs 11,500/- in the form of Demand draft drawn from any Nationalized Bank in favour of Director, IIFM may be submitted along with the technical bid.

Note: All documents should be enclosed in the above sequence properly.

Place:

Date:

{Name & Signature of the Contractor with seal and address}

INDIAN INSTITUTE OF FOREST MANAGEMENT, BHOPAL
(Tender No.IIFM/M(M)/17/12)

TERMS AND CONDITIONS OF TENDER

01. The tenderer has to submit all the requirements asked for in the Technical and Financial Bid of the Tender documents, failing which the Tender will not be considered.

The rates quoted should be indicated in figures as well as in words and there should not be any overwriting as far as possible. Overwriting, if any, should be signed by the party.

03. Each and every page of the offer should be signed by the Tenderer before submission as a token of acceptance of terms and conditions. Corrections, if any should be duly signed with seal.

04. The quantities specified are only indicative and for the purpose of estimate only. The Institute shall be at liberty to vary (delete/reduce/increase) the quantum of the item. In addition, the Institute has the full right to order or not to order the item to the successful Tenderer.

05. The rates quoted (In Rupees) for each item should be inclusive of all taxes/Duties etc, cost of material, labour charges, supply and installation at IIFM. No concessional forms will be issued for any tax rebate.

06. Tender cost of Rs1000/- and Earnest Money Deposit (refundable) of Rs 3,250/- should be submitted by way of Demand Draft from any Nationalized Bank in favour of Director, Indian Institute of Forest Management, Bhopal, alongwith the Tender. Tender received without the EMD/ Tender cost will be rejected.

07. The Director, IIFM, Bhopal reserves the right to accept or reject any or all the offers in full or apart or to waive off any formality, minor deviations and omissions without assigning any reason(s) or to cancel the tender in whole. The Institute reserves the right to reject conditional Tenders and also relax any conditions of Tender at its discretion.

08. Submission of offers shall be treated as the acceptance of IIFM Terms and any counter terms shall not be accepted.

09. Tenderer shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the tenderer fails to observe and comply with the stipulations made herein or backs out after quoting the rates, or does not supply the aforesaid items within the stipulated period, the aforesaid EMD will be forfeited.

10. The rates quoted by the bidder shall remain firm till the completion of the job and price variation shall not be entertained.

11. Performance/Security Deposit: The successful tendered shall furnish performance guarantee which will be equal to 5% of the work order value, in the form of Demand draft or FDR or Bank Guarantee from an Indian Nationalized Bank within 20 days from the date of Work Order. The performance guarantee will be refunded after successful completion of the work. Security deposit amounting to 5% of the gross bill amount will be deducted and refunded after six month from the date of final payment.

12. Breach of Terms and Conditions: In case of breach of any of terms and conditions mentioned above, the Director, IIFM will have the right to cancel the work order without assigning and reason thereof, and reserves the right to produce the items mentioned in the work order from alternate sources and their extra cost incurred thereof, if any, shall be recovered from the successful bidder and nothing will be payable by this Department in that event and the security deposit in the form of performance guarantee shall be encashed.

13. Sub-letting of Work: The firm shall not assign or sublet the work or any part of it to any other person or party.

14. The tender is not transferable.

15. No payment shall be made in advance nor any loan from any bank or financial institution recommended based on the order of award of work.

16. In case of non-compliance of the work order after entering into Agreement or withdrawal of the offer after submitting tender, the Earnest Money Deposit will be forfeited and the party will be black listed for 3 years. Also, further action shall be taken at the costs of the Party.

17. The Institute is not in any way bound to accept the lowest or any tender and reserves the right to accept any tender in whole or any part of the tender or portion of the quantity offered and reserves the right if required to negotiate with any or all the Tenderers without assigning any reason(s), whatsoever.

18. The selected party has to execute a performance warranty agreement on Rs.100/- Non-Judicial Stamp paper.

19. Delay in Work: That in case of delay in completion of work within the specified time period in the Work Order, Director IIFM without prejudice to its other remedies under the contract, deduct from the contract amount as liquidated damages, @ 1.5% per month of delay to be computed on per day basis for the works remains incomplete. Such penalty will be deducted from the Bills of the party.

20. In case of inferior quality of items, works not as per the approved specifications/sample, the Institute has the right to reject the complete material and cancel the work order and forfeit the EMD including black-listing of the party; or to impose appropriate amount of penalty as decided by the Institute

21. The Tenderer should have its own establishment, which can be inspected at call by IIFM, before finalization of the Tender.

22. Any defects noticed within six month from the date of final payment should be rectified by the party at his own expense failing which the cost of rectification will be recovered from the security deposit.

23. The Institute has the right to retain the rates of L-1 to L-3 parties as deemed fit.

24. If desired, the Institute has the right to ask the Tenderers to produce sample of the item for quality assessment before finalization of the Tender.

(Signature of the Tenderer with seal)

INDIAN INSTITUTE OF FOREST MANAGEMENT

Tender No.IIFM/M(M)/17/12)

FINANCIAL BID

Providing LED lights in corridors of office building and streetlight at IIFM, Bhopal

Schedule of Items:

S No	Item	Quantity	Rate	Amount
01	Providing LED light 22 Watt ceiling mounting Yellow lighting (Philips/Bajaj/ Havells/ Crompton/Syska/ Jagur)	124 nos		
02	Providing LED 18 Watt Tube light (4') Yellow lighting (Philips/Bajaj/ Havells/ Crompton/Syska/ Jagur)	20 nos		
03	Providing ISI make 1mm copper wire	6 rolls		
04	Providing machine screw 1.5"	4 pkts		
05	Tape Roll	10 pkts		
06	LED streetlight 90 Watt (Philips/ Bajaj/ Havells, Crompton/Syska/ Jagur)	12 nos		
07	L type MS bracket duly painted suitable for LED street light	12 nos		

(Rate should be inclusive of all taxes)

Please provide the bank account number along with the IFSC Code and Pan Card copy for releasing the payment.

Signature of the Party with Seal