

Tender Document

Tender: Supply, installation, and commissioning of machinery for Solid Waste Management Centre at Mualkawi, Champhai, Mizoram.

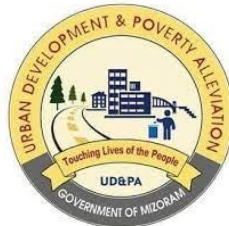
Tender No.: 2/DTE(UD&PA)/Tech/2024-2025

Tender Date: 16th December, 2024

Name of Item:
.....

Name of Bidder:

Group No:



**Urban Development & Poverty Alleviation Department
Government of Mizoram
MINECO, Khatla, Aizawl-796001**

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No. G.20017/80-I/2018-Tech/DTE(UD&PA)

**GOVERNMENT OF MIZORAM
DIRECTORATE OF URBAN DEVELOPMENT & POVERTY ALLEVIATION
MIZORAM:AIZAWL**

NOTICE INVITING TENDER

TENDER NOTICE NO: 2/DTE(UD&PA)/Tech/2024-2025: Dated Aizawl the 16th December,2024

Director, Urban Development & Poverty Alleviation Department, Govt. of Mizoram,Aizawl, on behalf of the Governor of Mizoram, invites tender in two bids system for **“Supply, Installation, and Commissioning of Machinery for Solid Waste Management Centre at Mualkawi,Champhai,Mizoram”** from reputed manufacturers, suppliers having supplied of similar kind of the machinery listed below:-

Group No:	Name of Item	No. of requirement	EMD amount
1	Organic Shredder	1	Rs.10,000.00
2	Plastic Shredder	1	Rs 10,000.00
3	Conveyor Belt	1	Rs.10,000.00
4	Sieving machine	1	Rs. 9,000.00
5	Weighbridge	1	Rs.30,000.00
6	Baling Machine	1	Rs. 9,000.00

Tender documents can be purchased from the Technical Branch of UD&PA Department or downloaded from the Department's website udpa.mizoram.gov.in or State Public Procurement Portal at tender.mizoram.gov.in from **16th December,2024** onwards.

Last date of submission of tender document is **10th January,2025** at **12:30 p.m** and shall be opened on the same day at **1:30 p.m**

Sd/- JACOB LALAWMPUIA

Director

Urban Development & Poverty Alleviation Deptt.

Mizoram : Aizawl

Ph: 0389-2333815

Email: dirudpa.mz@gmail.com

Web: udpa.mizoram.gov.in

INSTRUCTION TO BIDDER

A. Introduction

Director, Urban Development & Poverty Alleviation Department, Government of Mizoram invites sealed bids from eligible and qualified bidders for the supply, installation, and commissioning of machinery for Solid Waste Management Centre at Champhai, as per the specifications detailed in this document.

B. Scope of Work

The scope of work includes the supply, installation, and commissioning of the following machinery at SWMC, Mualkawi, Champhai:

- 1) Organic Shredder
- 2) Plastic Shredder
- 3) Horizontal Conveyor Belt
- 4) Sieving Machine
- 5) Weighbridge
- 6) Baling Machine

C. Tender Details & Submission of Bids

- 1) Tender Number: **2/DTE(UD&PA)/Tech/2024-2025**
- 2) Tender Date: **16th December,2024**
- 3) Submission Deadline: **10th January,2025 at 12:30 p.m**
- 4) Bid Opening Date: **10th January,2025 at 1:30 p.m**
- 5) Bid Validity: **90 days from Last date of submission of tender.**
- 6) Tender document can be downloaded from the Department website and State Public Procurement Portal at tender.mizoram.gov.in.
- 7) Bidders are advised to carefully read the tender document and ensure full compliance with the instructions provided. Failure to follow the instructions in this document will result in disqualification from the tender process.
- 8) Cost of tender document Rs.1500.00 (non-refundable).
- 9) The prescribed tender documents should be submitted in hard copy in one sealed envelope duly marked with **“Supply, installation and commissioning of machinery for Solid Waste Management Centre at Mualkawi, Champhai,Mizoram”**. This sealed envelope should contain 3 sealed envelopes marked A, B, & C as prescribed as under:

- a) **Envelope A** containing tender form fee of Rs. 1500/- or purchased receipt for each equipment and the appropriate Earnest Money Deposit (EMD) separately for each equipment, both in the form of Demand Draft/Fixed deposit receipt in favour of Director, UD & PA Department, Mizoram,Aizawl. Tender shall be rejected if the tender form fee and Earnest money deposit are not found in proper order.
- b) **Envelop B** containing the Technical Bid along with the supporting documents. (See Terms & Conditions for more details)
- c) **Envelop C** containing the Financial Bid.
- 10) Bids must be submitted to the Director, Urban Development & Poverty Alleviation Department, MINECO, Khatla-796001,Aizawl, Mizoram on or before **10th January,2025** at **12:30 p.m**
 - 11) All the envelopes shall be marked with Name of tender, Name of Item, Group No., Tender No. and Name of bidder.
 - 12) The bid should be typed or written in indelible ink and signed by the authorized signatory.
 - 13) Any alterations or overwriting should be initialed by the person signing the bid.
 - 14) Bidders are required to submit separate tender for each machinery/equipment.
 - 15) The duly constituted committee, appointed by the competent authority of the Govt. of Mizoram, reserves the right to select specific items (in single or multiple units) and to reject others or all. The committee also reserves the right to modify or revise the specifications before accepting any tender, with prior notice posted on the Department's website.
 - 16) Incomplete tenders and late submission are subject to rejection.
 - 17) The bid process will follow a two-stage system.
 - 18) Bids will be opened on the specified date and time in the presence of authorized representatives of bidders who wish to attend. Technical Bid will be opened first.
 - 19) The Technical Bid will be considered for applicants whose Earnest Money Deposit (EMD) and Tender form fee are found in order. Only those who qualify in the Technical Evaluation will have their Financial Bid opened.
 - 20) If the scheduled date for bid submission and opening is declared a holiday for the Directorate of UD & PA Department, the deadline for submission and opening will be postponed to the next working day or as announced by the Department through appropriate channels.

- 21) The tender document is subject to verification against the original. Any discrepancies found will result in rejection of the tender.

D. Eligibility Criteria

1. The bidder must be a reputable firm operating within India and engaged in the supply of machinery and equipment. The bidder should be duly registered with the appropriate government authorities in compliance with the relevant legal regulations.
2. The bidder should have successfully completed at least 3 similar items – supply, installation and commissioning, during the last 5 years.
3. To substantiate the aforementioned requirements, bidders need to submit comprehensive details of their experience and past performance for the machines/equipment they are offering or for similar or higher specification equipment they have supplied previously. Bidders must also submit supporting documents such as purchase orders, work completion reports, and any relevant performance statements from their previous experience. Additionally, they should include contact information for the end users of their past projects. These documents may be subject to further verification by the end user if deemed necessary. Any submission of false information will result in the forfeiture of the Earnest Money Deposit (EMD).
4. If a Bidder is not a Manufacturer, they must be an authorized dealer of the machinery from an Original Equipment Manufacturer (OEM). In such cases, a letter of authorization from the OEM should be provided. The Bidder should possess and provide a valid authorization letter issued by the OEM, allowing them to submit quotes on behalf of the OEM, in accordance with the format specified in Annexure C.
5. Bidder should be registered with Income Tax Department of Government of India and should possess a valid GST, PAN Number, and Registration etc.

E. Bid evaluation process:

Stage 1: Preliminary Examination

- Verification of bid security, completeness of the bid, and adherence to submission requirements.

Stage 2: Technical Evaluation

- Detailed evaluation of the technical bid based on criteria such as:
 - Compliance with technical specifications.
 - Experience and past performance.
 - Availability of necessary resources and personnel.
 - Financial capacity to undertake the project.
- Shortlisting Technically Qualified Bidders:
- Only those bidders who meet the technical criteria and are deemed technically sound are shortlisted and will be considered in the next stage.

Stage 3: Financial Evaluation

- Opening of financial bids of technically qualified bidders.
- Evaluation based on the quoted price and terms and conditions, if any.

Stage 4: Due Diligence

- Further verification and due diligence if required, especially if there is any concern about the lowest financial bidder's capability.

Stage 5: Contract Award

- Award of contract to the lowest financial bid among the technically qualified bidders.
- In case the lowest financial bidder is found not to be technically sound upon further review, the contract may be awarded to the next lowest financial bid among the technically qualified bidders.
- The tendering process ensures that the contract is awarded to a bidder who can competently complete the project while also offering a competitive price.
- An agreement will be signed, and the successful bidder is formally notified.

F. Payment Terms

- Payment will be made as per the milestones achieved and specified in the terms & conditions in the contract agreement.

G. Delivery and Installation

- The delivery and installation of the equipment should be completed within 80 days from the date of the award of the contract.

H. Contact Information

- For any queries or further information, please contact:
 - Assistant Engineer
 - Address: Directorate of UD & PA Department, Aizawl.
 - Phone: 8787407974
 - Email: ldjongte2@gmail.com

TERMS & CONDITIONS

1. Prices, tax and duties

- 1) The price quoted shall be considered firm and no price escalation will be permitted during the contract period.
- 2) Bidders must quote the prices in INR only and as per the prescribed Performa.
- 3) The prices quoted (final price) should be inclusive of freight, insurance, installation, transportation, packing and all applicable taxes till destination. However risk in good shall continue with supplier till goods are delivered in good condition and installed at end user's site duly certified by the owner.

2. Validity of quoted rates

- 1) Rate quoted by vendor should be valid for at least three (3) months from the last date of submission of bid.

3. Performance Bank Guarantee

The successful bidder within 15 days must submit a Performance Bank Guarantee (PBG) equivalent to 5% of the order value on receipt of Letter of Acceptance from the Department. This Bank Guarantee should remain valid till completion of warranty period.

4. Delivery and Opening of Tender:

All tender documents should be sent through speed post, registered post or by person. Courier, telegraphic / fax offer will not be considered and ignored. All tender documents received after the specified date and time shall not be considered. The completed tender should be delivered at the Technical Branch of Directorate of Urban Development & Poverty Alleviation Department, Aizawl, Mizoram on or before Dt 10th January, 2025 up to 12 .30 P.M. The Technical Bid will be opened on the same day at 1.30 P.M.

5. Selection of the Bidder:

For the purpose of selection of the bidder, a two-stage bidding process will be followed. The response to the tender should be submitted in two parts viz. Technical Bid & Financial/Commercial Bid in separate sealed envelopes.

(a) Technical Bid:

Technical bid should contain information regarding the company/firm registration details, Authorization letter, Clientele list (List of Users), Performance certificate from clients, self-declaration not black listed, business turnover, experience and other details of the firm to judge the suitability of the bidder. Bidder must ensure the following conditions while going for the bidding:

- 1) SPECIFICATIONS: Specifications are basic essence of the product/contract. It must be ensured that the offers comply with the specified requirements or are as close as possible. If the offers do not meet the exact specifications, the tender-inviting authority reserves the right to accept and consider them. At the same time it must be kept in mind that merely copying our specifications in the quotation shall not make the parties eligible for consideration of the quotation. A quotation has to be supported with the printed technical leaflet/literature of the quoted model of the item by the quoting party/manufacturer and the specifications mentioned in the quotation must be reflected /supported by the printed technical leaflet/literature. Therefore the model quoted invariably is highlighted in the leaflet/literature enclosed with the quotation.
- 2) Non-compliance of the above shall be treated as incomplete/ambiguous and the offer can be ignored without giving an opportunity for clarification/negotiation etc. to the quoting party.
- 3) Detailed firm & company details, copy of registrations must be enclosed. In case of authorized dealers/distributor certificate in prescribed format from Original Equipment Manufacturers (OEM), on the same should be enclosed for participation in the said tender.
- 4) Authorization letter from manufacturer in case of dealer/s for the said equipment enclosed with the technical specifications.
- 5) A write up on service and maintenance capability, mitigation of risks or breakdown and replacement capability, with the escalation support matrix suggested for the Department. Vendors must indicate their sales and support service centre in India and their plan to address issues about services, maintaining minimum service inventory etc.

- 6) Signed & Stamped compliance sheet of the technical specification of the offered equipment with technical printed literature must be enclosed with the technical bid in the prescribed format.
- 7) Client list (List of the institutes/organizations, where the similar order has been executed during the last three years) and work done list with supporting documents (couple of orders without any alteration/modification, copies of installation report) must be enclosed.
- 8) Performance Certificates from clients.
- 9) The bidder/OEM self-declaration stating that he/she is not banned/debarred or black listed by any Central/State Govt. of India/PSU/Organizations/Institutes in India.
- 10) DD/FDR for EMD amount.
- 11) Tender form fee in case of website version.
- 12) It is only when the information about the company/Goods in quotation in technical bid is found satisfactory; the commercial part will be opened.
- 13) University reserves the right to carry out a technical inspection and performance evaluation (benchmarking) of the offers, made by shortlisted vendors. The shortlisted vendors may be asked to come and give out presentation / demonstration.
- 14) The "Terms and Conditions" should be duly filled and signed by authorized person as prescribed.
- 15) All the pages of the document must be signed by the authorized signatory.

(b) Price Bid:

- 1) Commercial bid should contain price of the material required to be supplied as per Price Schedule as supplied by the Department along with the Tender form, duly filled and signed by the authorized person.

- 2) Prices shall not be subject to escalation of any nature.
- 3) The Cost of the equipment should be inclusive of all taxes and statutory levies, labour and installation charges, packing, insurance, freight, transportation etc complete till commissioning of the machinery.
- 4) In addition to the aforementioned details and costs, the commercial bid for the weighbridge item must also include the construction of a complete weighbridge platform and foundation structure.
- 5) The inspection of the equipment will be done by Department's authorized personnel in the presence of firm's representative.
- 6) In case of receipt of the material in short supply or damaged condition the supplier will have to arrange the supplies/ replacement of goods at free of cost.
- 7) The supplier should arrange for physical Inspection of the items directly or through their authorized representative within seven days of arrival of the consignment failing which they will be responsible for the losses.
- 8) After the shipment is effected, the supplier/its representative must remain in touch with the Department to ascertain the date of arrival of consignment.
- 9) The Department shall be under no obligation to accept the lowest or any other offer received in response to this tender notice and shall be entitled to reject any or all offers including those received late or incomplete offers, without assigning any reason what so ever. The Department reserves the right to make any changes in the terms and conditions of the bid.
- 10) The Department will create a shortlist of technically qualifying vendors and the financial bid of only these vendors will be opened. The Department reserves the right to decide whether the items being quoted are as per the requirement of the Department and are of standard/leading brands in the market. Further, after opening financial bids of the short listed tenders, if there is a discrepancy between word and figure, the amount indicated in words will prevail.

11) The complete delivery, installation & commissioning of the equipment should be made within 80 days from the date of issue of order. The vendor must ensure timely installation of the complete unit with necessary supports.

6. Award of contract:

The selected bidder will be invited for negotiations. After finalizing the negotiated rate, Letter of Acceptance will be issued.

7. Agreement:

The successful tender should execute an agreement after submission of Performance Bank Guarantee as specified and it may be drawn up to suit the conditions on a non-judicial stamp paper of value, as prescribed in law. In the event of failure to execute the agreement, within the time prescribed, the amount remitted by the bidder will be forfeited besides cancelling the Tender. This agreement constitutes the Terms and Conditions contained herein, instructions to bidders, technical specifications and bidder's offers accepted by the department.

8. Issue of Purchase order:

After successful execution of the agreement, Purchase Order will be release to the tendered items within 10 days by the Department. The successful tender should complete supply, erection and commissioning of the machineries as stipulated time in the contract.

9. Delivery

The equipment should be delivered to the Solid Waste Management Centre at Mualkawi, Champhai and within a time period of 60 days from the date of work order and complete installation within 20 days after date of arrival. If any material is not delivered by the date specified therein, the Department reserves the right, without liability, to cancel the order for undelivered material not yet shipped or tendered, and to purchase the same from another vendor and to charge the defaulting Vendor for any loss incurred in this transaction.

It is the sole responsibility of the vendor to provide/replace the item/goods, if it is lost or broken during the shipping or transportation due

to whatever may be the reason. Vendor is responsible to ensure, by contacting the Department, that the shipping has been properly done i.e., all the items/goods have properly reached the destiny.

10. Inspection and Acceptance

Material procured from vendor shall be inspected and tested by the Department or its designee at vendors cost. If deemed necessary by the Department, the Vendor shall provide without charge, all reasonable facilities and assistance for such inspection and test.

11. Training on operation

Training of Department staff on operation of the equipment after installation should be provided by the supplier at free of cost.

12. Terms of Payment and Conditions:

Upon receipt of the supplier's invoice, payment shall be disbursed to the supplier, contingent upon the availability of funds and a valid security deposit or Performance Bank Guarantee (P.B.G) extending until the completion of the warranty period. Payment will be made subject to the availability of funds from the State Government of Mizoram.

- 1) Shall release 70% of the agreement amount for payment after delivery of all items/goods at CFC site and on verification by end-user.
- 2) Shall release balance 30% of the agreement amount for payment after successful installation & commissioning of all the items at site and on joint physical verification of items/machinery/goods received at site by the Department representative. The successful vendor/supplier must provide the training as stated in the section (II, Clause 3 (iii)) before release of the balance fund.
- 3) No interest will be chargeable by the supplier, if the payment is delayed due to non-availability of grant from the government.

13. Warranty and Support:

All the items covered in the schedule of requirements, shall carry minimum 1 (one) year on site comprehensive warranty from the date of its installation & commissioning. The bidder must undertake to provide the

on-site support during the warranty period. Any defect notified during this period shall be rectified free of cost which include replacement of part or in full as needed. The repairing/ rectification/ replacement/ configuration required, if any, must be done at site only.

Failure to do so would result in the levy of penalties. The PBG will be released by the Department only after the submission of satisfactory performance certificate issued & verified by DUDO Office, Champhai after the completion of warranty period.

14. Penalty for delayed Services:

- 1) UD & PA Department reserves the right to levy penalty @ 1% of order value per week of delay beyond the scheduled timeline of completion of delivery/installation at site i.e. 80 (eighty) days from order placement, subject to maximum penalty of 10% of the order value unless the same is waived by the Department. Also reserves the right to cancel the order in case the delay is more than 10 weeks. The penalties, if any during the warranty period shall be recovered from the Performance Bank Guarantee (PBG) submitted by the successful bidder or from the Balance payment reserved with the Department. During the warranty period, any delay in the required services beyond one week, shall lead to levy of penalty at the rate of Rs.1000/day (rupees one thousand) subject to a maximum of total value of PBG.

15. Arbitration:

In case of any Dispute or difference arising between the Client & the contractor relating to any matter arising out of or connected with this agreement, such disputes or differences shall be settled in accordance with the Arbitration and Conciliation Act 1996.

16. Jurisdiction:

The disputes, legal matters, court matters, if any shall be subject to Aizawl jurisdiction only.

17. Force Majeure:

The Department(UD & PA Department, Mizoram) may consider relaxing the penalty and delivery requirements, as specified in this document, if and to the extent that, the delay in performance or other failure to

perform its obligations under the contract is the result of a Force Majeure. (Force Majeure is defined as an event of effect that cannot reasonably be anticipated such earthquakes, floods, storms, pandemic, war, national emergencies etc).

18. Training on operation:

Training of Department staff on operation of the equipment after installation should be provided by the supplier at free of cost.

I/We have read all the enclosed Terms and Conditions carefully and ready to accept and according to that I/We are submitting herewith the tender.

Seal & Signature of Vendor/Supplier.

TECHNICAL SPECIFICATIONS:

The machinery must meet the following technical specifications or to the nearest:

1. Organic Shredder Machine

- Model: Organic Shredder Machine - 5TPD
- Capacity: 500-700Kg/Hr Capacity
- Input Material Type: Organic waste, agricultural residue, food waste, garden waste
- Shredding Mechanism: Single Shaft Shredder with 100mm rotary blades
- Shredding Size: 25 mm
- Power Supply: 3 Phase, 440V AC, 50Hz
- Power Consumption: 15-20 kW (depending on material)
- Motor Power: 5 HP (approx. 15-20 kW)
- Size of cutter inserts fitted on rotary shaft: 40mm x 40mm x 30mm
- Length of rotary shaft: 550mm
- Diameter of Rotary Shaft: 100mm
- Inside dimension of shredder chamber: 300mm X 500mm
- Opening of loading Hooper: 400mm x 400mm
- Size of cutter inserts fitted on rotary shaft: 40mm x 40mm x 30mm
- Blades Material: Mild steel
- Machine Dimensions: 1650mmX760mmX1400mm(approx.)
- Overall weight of the Machine: 650kg(approx.)
- Loading Type: Manual or Semi-Automatic Feeding
- Safety Features: Overload protection, Emergency stop, Safety guards
- Noise Level: <75 dB
- Maintenance: Easy access for cleaning and blade replacement

2. Plastic Shredder Machine

- Model: Dual Shaft Shredder
- Motor HP/KW: 7.5HP/5.62kw
- Voltage: 415/V A/C 3 phase 50HZ
- Cutting Mechanism: Twin Shaft
- Shredding Capacity: 200 kgs/hr to 250 kgs/hr
- Shred Chamber (mm): 410x410
- Shred Size (mm): 6-12x50-100
- Shred Capacity: 175-200 KGS/HR
- Voltage: 415 V
- Weight: 495 Kgs
- Dimensions (mm): 2000x800x1000
- Motor Start/Off: Auto/Online
- Working Cycle: Continuous
- Noise Level: <75DB
- Extra Features: Over Heat Auto Reserve

3. Horizontal Conveyor Belt

- Model: HM-P30-29
- Conveyor Length: 9.05 m
- Belt Width: 750 mm
- Belt Type: Polyester Reinforced PVC Coated Plain Belt
- Side Guard: 100 mm high
- Capacity: Up to 10 kg/mtr
- Motor: 1.5 H.P. 415 V AC 3 Phase 50 Hz. IE2
- Control Panel: VFD Panel

4. Baling Machine

1. Capacity: 60 ton pressure single chamber single cylinder baler machine.
- Bale Size: 26(L)x26(W)x66(H) in inch
 - Bale Weight: 180-220 kg
 - Chamber Size: 34(L)x26(W)x66(H) in Inches
 - No of Cylinder: 1 no.
 - No of Tie: 3 nos

- No of Door: 2 nos
- Cylinder Size: 180(Bore)*220(Ram)*1300(Stroke)mm
- Oil Tank Capacity: 210 litres
- Production Rates: 12-15 mins
- Hydraulic System: Vane pump system
- Day Light Gap: 52 inches
- Operation: Hand levers operate systems(Semi-automatic)
- Electric Motor: 10HP Motor 3 phase 1440 RPM 50 Hz
- Electric Starter: Provided
- Overall Dimension: 34(L)x88(W)x149(H) in inch
- Body Plate: 12mm thick

5. Weighbridge

1. Model: Pitless type Fully Electronic Weighbridge upto Digitizer
 - Capacity: 25/30MT
 - Accuracy: +/-10 kg,
 - Platform Size: 6x3 m to 6.6x3 m. Steel
 - Platform Structure: Girder Size-300 X140 MM
Plate-10 MM
Structure Weight – 6 Ton
 - Structure Up to: 12 Wheeler Trucks
 - Platform Foundation: Heavy Duty RCC Structure
 - Load Cell's Specifications:
 - Capacity - 30MT.
 - Type - Double Ended Shear Beam Type
 - No. of Load Cells - 06 Nos.
 - Cable - Six Core
 - Environmental Ceiling - IP 68
 - Overload Capacity - 150% RL
 - Unlimited Load - 300% RL
 - Temp - - 30°C to +70°C.
 - Load cell safe load: 150% of rated Capacity, Lighting Protection (Bacalite), Pen Drive Data Save facility, SMS Alert System (optional)
 - Junction Box is equipped with Surge protection to protect it from lightning & stray currents.
 - Digital Weight Terminal: Indicator is microprocessor based of Six digit bright large having LED Display of self-action.

6. Sieving Machine

- Machine Type: Compost Sieving Machine
- Processing Capacity: 1 TPD (Ton per Day)
- Feed Capacity: 1,000 kg per day
- Output Size: 4mm
- Power Supply: 3 Phase, 415V, 50Hz
- Motor Power: 5 HP / 3.75 kW
- Sieve Type: Rotating drum with mesh or perforated sieve

- Screen Mesh Material: Stainless Steel or Galvanized Steel
- Screen Diameter: 800mm
- Screen Length: 3 m
- Operating Speed: 5-10 RPM (Adjustable)
- Material Handling Type: Rotary drum or Vibratory sieve system
- Discharge System: Automated, with separate collection bins for different sizes

- Dimensions: (LxWxH) 3,000 mm x 1,000 mm x 1,500 mm
- Weight: 500-800 kg (Approx.)
- Control Panel: PLC or manual control
- Noise Level: <75 dB
- Power Consumption: Approx. 3-5 kW/day
- Maintenance: Low maintenance, easy to clean
- Application: For compost, organic waste, soil, etc.
- Warranty: Not less than 12 months

TECHNICAL BID SUBMISSION FORM

(To be submitted on the Company's Letter head)

Date:

To,

The Director,
Urban Development & Poverty Alleviation Department
Government of Mizoram
MINECO, Khatla, Aizawl-796001.

Subject: Submission of Bid for Supply, Installation, and Commissioning of Machinery for Solid Waste Management Centre at Champhai.

Tender No.:

Dear Sir,

Having examined the tender documents, including Addenda [insert numbers if any], the receipt of which is hereby acknowledged, we, the undersigned, offer to supply, install, and commission the machinery and equipment for Solid Waste Management Centre at Mualkawi, Champhai as per the specifications mentioned in the tender document.

We undertake, if our bid is accepted, to deliver the equipment within the stipulated delivery period as specified in the tender document.

We agree to abide by this bid for a period of 90 days from the date fixed for bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

We understand that you are not bound to accept the lowest or any bid you may receive.

1. BIDDER INFORMATION

- Name of the Bidder:

- Address:
- Contact Person:
- Phone Number:
- Email:
- Website:
- GST Registration Number:
- PAN Number:

2. DETAILS OF THE BID

- **Technical Bid:**
 - Compliance with Technical Specifications (Yes/No):
 - Detailed Specifications and Brochures Attached (Yes/No):
 - List of Past Projects and References Attached (Yes/No):
 - Project Plan and Timeline Attached (Yes/No):
 - Warranty Details Attached (Yes/No):
- **Financial Bid:**
 - Total Bid Amount inclusive of all taxes and charges (Yes/No):
 - Price Breakdown (Attached/Not Attached):
 - Payment Terms(Attached/Not Attached):

We hereby declare that all the information and statements made in this bid are true and accept that any misrepresentation contained in it may lead to our disqualification.

We undertake to comply with all the terms and conditions stipulated in the tender document.

Thank you for considering our bid.

Yours faithfully,

Name & Signature

FINANCIAL BID FORM

(To be submitted on the Company's Letter head)

To,

The Director,
Urban Development & Poverty Alleviation Department
Government of Mizoram
MINECO, Khatla, Aizawl-796001.

Subject: Submission of Bid for Supply, Installation, and Commissioning of Machinery for Solid Waste Management Centre at Mualkawi, Champhai.

Tender No.:

Dear Sir,

Having examined the tender documents, the receipt of which is hereby acknowledged, we, the undersigned, offer to supply, install, and commission the machinery and equipment for Solid Waste Management Centre at Mualkawi, Champhai as per the specifications mentioned in the tender document for the sum of (Insert Total Bid Amount in words and figures) inclusive of all taxes, transportation, and other charges.

We undertake, if our bid is accepted, to deliver the equipment within the stipulated delivery period as specified in the tender document.

We agree to abide by this bid for a period of 90 days from the date fixed for bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

We understand that you are not bound to accept the lowest bid or any bid you may receive.

1. BIDDER INFORMATION

- Name of the Bidder: [Insert Name]

- Address: [Insert Address]
- Contact Person: [Insert Name]
- Phone Number: [Insert Phone Number]
- Email: [Insert Email Address]
- Website: [Insert Website, if any]
- GST Registration Number:
- PAN Number:

2. PRICE BREAKDOWN

Group No.	Description of Item	Model	Quantity	Unit Price (INR)	GST (INR)	Other Charges (INR)	Total Price (INR)

Total Price (Inclusive of all taxes and charges):

[Insert Amount in figures]

[Insert Amount in words]

4. DELIVERY SCHEDULE

We undertake to deliver and install the equipment within [Insert Delivery Period] from the date of receipt of the purchase order.

5. WARRANTY

We offer a warranty period of [Insert Warranty Period] for the supplied equipment as per the terms and conditions mentioned in the tender document.

6. VALIDITY

This price bid is valid for a period of [Insert Bid Validity Period] days from the date fixed for bid opening.

7. DECLARATION

We hereby declare that all the information and statements made in this bid are true and accept that any misrepresentation contained in it may lead to our disqualification.

We undertake to comply with all the terms and conditions stipulated in the tender document.

Thank you for considering our bid.

Yours faithfully,

[Insert Name]

[Insert Designation]

[Insert Contact Information]

Company Seal:

AUTHORIZATION OF DEALER TO SUBMIT BID

(On OEM Company Letter Head)
(To be submitted as part of Technical bid)

OEM's Name [Address and Contact Details]
OEM's Reference No.....Date.....

To,
Director
Urban Development & Poverty Alleviation Department
Mizoram : Aizawl
MINECO, Khtala -796001

Dear Sir,
Reference: Your Tender No.....
Tender Title: Supply of
Name of item:
Gropu No:

1. We,, are proven and reputable manufacturers of the Tendered Goods. We have factories at..... We hereby authorize M/s (name and address of the authorized dealer) to submit a bid, process the same further and enter into a contract with you against above referred Tender Process for the supply of above Machinery/Goods manufactured by us. Their registration number with us is dated/ since.....
2. We further confirm that no Contractor or firm or individual other than M/s..... (name and address of the above-authorized dealer) is authorized for this purpose.

3. As principals, we commit ourselves to extend our full support for warranty obligations, as applicable as per the Tender Document, for the Machinery/Goods and incidental Works/ Services offered for supply by the above firm against this Tender Document.

4. Our details are as under:
 - a) Name of the Company:.....
 - b) Complete Postal Address:
 - c) Pin code/ ZIP code:
 - d) Telephone nos. (with country/ area codes):
 - e) Fax No.: (with country/ area codes):
 - f) Mobile Nos.: (with country/ area codes):
 - g) Contact persons/ Designation:
 - h) Email IDs:

5. We enclose herewith, as appropriate, our.....(Bye-Laws/ Registration Certificate/Memorandum of Association/ Partnership Agreement/ Power of Attorney/ Board Resolution)

Yours faithfully,

.....

[Signature with date, name, and designation]

For and on behalf of

.....

[Name & address of the OEM and seal of company]

Documents attached: As above

AUTHORIZATION TO SIGN THE BID

(On company Letter Head & to be signed by MD/ CEO/ Proprietor)

Date:

To

Director
Urban Development & Poverty Alleviation Department
Mizoram : Aizawl
MINECO, Khtala -796001

Dear Madam/Sir,

Subject: Authorization to sign the bid document

This has a reference to your tender no.dated
..... for Supply, Installation and Commissioning of machinery/goods at
Solid Waste Management Centre at Mualkawi,Champhai,Mizoram. It is hereby
confirmed that, Mr/ Msworking as
..... is entitled to act on behalf of our corporation/company/
firm/organization and empowered to sign this document as well as such other
documents, which may be required in this connection.

The specimen signature of Mr/ Ms..... is as given
below.

(Signature 1)

(Signature 2)

I, (insert name, designation, company name), certify that
Mr/Ms..... whose specimen signatures are given above is
authorized to bind the corporation by authority of its governing body.

For M/s _____ (Name of the bidder)

Signature & company seal

Name :

Designation:

Email:

Mobile :

ANNEXURE-E

PROFORMA FOR PERFORMANCE BANK GUARANTEE
(on non-judicial paper of appropriate value)

Dated:

To

Director
Urban Development & Poverty Alleviation Department
Mizoram : Aizawl
MINECO, Khtala -796001

BANKS GUARANTEE NO:

Dear Madam/Sir,

This has reference to the Supply/Purchase Order No. _____ dated _____ placed by Urban Development & Poverty Alleviation Department, Mizoram on M/s _____ for Supply, Installation and Commissioning of machinery/ goods at Solid Waste Management Centre at Mualkawi, Champhai, Mizoram.

The conditions of this order provide that the vendor shall,

1. Arrange to deliver the items listed in the said order to the consignee, as per details given in said order, and
2. Arrange to install and commission the items listed in said order at specified location, to the entire satisfaction of Client(UD & PA) and
3. Arrange for the comprehensive warranty service support towards the items supplied by vendor at site as per the warranty clause in said purchase order.

M/s _____ has accepted the said purchase order with the terms and conditions stipulated therein and have agreed to issue the performance bank guarantee on their part, towards promises and assurance of their contractual obligations vide the Supply Order No. _____ on M/s. _____ holds an account with us and has approached us and at their request and in consideration of the promises, we hereby furnish such guarantees as mentioned hereinafter.

The Department(UD & PAD) shall be at liberty without reference to the Bank and without affecting the full liability of the Bank hereunder to take any other undertaking of security in respect of the suppliers obligations and / or liabilities under or in connection with the said contract or to vary the terms vis-a-vis the supplier or the said contract or to grant time and or indulgence to the supplier or to reduce or to increase or otherwise vary the prices or the total contract value or to forebear from enforcement of all or any of the obligations of the supplier under the said contract and/or the remedies of UD & PA under any security (i.e) now, or hereafter held by UD & PA and no such dealing(s) with the supplier or release or forbearance whatsoever shall have the effect of releasing the bank from its full liability of UD & PA hereunder or of prejudicing right of UD & PA against the bank.

This undertaking guarantee shall be a continuing undertaking guarantee and shall remain valid and irrevocable for all claims of UD & PA and liabilities of the supplier arising up to and until warrantee period of Machinery/Goods as specified in the agreement. This undertaking guarantee shall be in addition to any other undertaking or guarantee or security whatsoever the that UD&PA may now or at any time have in relation to its claims or the supplier's obligations/liabilities under and/ or in connection with the said contract and the Department shall have the full authority to take recourse to or enforce this undertaking guarantee in preference to the other undertaking or security (ies) at its sole discretion and no failure on the part of UD&PA in enforcing or requiring enforcement of any other undertaking or security shall have the effect of releasing the bank from its full liability hereunder.

We, M/s _____ hereby agree and irrevocably undertake and promise that if in your (UD&PA's) opinion any default is made by M/s _____ in performing any of the terms and/or conditions of the agreement or if in your opinion they commit any breach of the contract or there is any demand by you against M/s _____, then on notice to us by you, we shall on demand and without demur and without reference to M/s _____, pay you, in any manner in which you may direct, the amount of INR _____/- (INR _____ Only) or such portion thereof as may be demanded by you not exceeding the said sum and as you may from time to time require. Our liability to pay is not dependent or conditional on your proceeding against M/s _____ and we shall be liable & obligated to pay the aforesaid amount as and when demanded by you merely on an intimation being given by you and even before any legal proceedings, if any, are taken against M/s _____.

The Bank hereby waives all rights at any time inconsistent with the terms of this undertaking guarantee and the obligations of the bank in terms hereof shall not be anywise affected or suspended by reason of any dispute or disputes having been raised by the supplier (whether or not pending before any arbitrator, Tribunal or Court) or any denial of liability by the supplier or any order or any order or communication whatsoever by the supplier stopping or preventing or purporting to stop or prevent payment by the Bank to UD&PA hereunder.

The amount stated in any notice of demand addressed by UD&PA to the Bank as claimed by UD&PA from the supplier or as suffered or incurred by UD&PA on the account of any losses or damages or costs, charges and/or expenses shall as between the Bank and UD&PA be conclusive of the amount so claimed or liable to be paid to UD&PA or suffered or incurred by UD&PA, as the case may be and payable by the Bank to UD&PA in terms hereof.

You (UD&PA's) shall full liberty without reference to us and without affecting this guarantee, postpone for any time or from time to time the exercise of any of the powers and rights conferred on you under the contract with the said M/s _____ and to enforce or to forbear from endorsing any power or rights or by reason of time being given to the said M/s _____ which under law relating to the sureties would but for the provisions have the effect of releasing us.

You will have full liberty without reference to us and without affecting this guarantee, postpone for any time or from time to time the exercise of any of the powers and rights conferred on you under the contract with the said M/s _____ and to enforce or to forbear from endorsing any power or rights or by reason of time being given to the said M/s. _____ which under law relating to the sureties would but for the provisions have the effect of releasing us.

Your right to recover the said sum of INR _____ (INR _____ only) from us in manner aforesaid will not be affected/or suspended by reason of the fact that any dispute/ disputes have been raised the said M/s _____ and/ or that any dispute or disputes are pending before any officer, tribunal or court or Arbitrator.

The guarantee herein contained shall not be determined or affected by the liquidation or winding up, dissolution or change of constitution or insolvency of the said M/s. _____ but shall in all respects and for all purposes be binding and operative until payment of all dues to UD&PA in respect of such liability or liabilities. Our liability under this guarantee is restricted to INR _____ (INR _____ only). Our guarantee shall remain in force until unless a suit action to enforce a claim under guarantee is filed against us within

three months from (which is date of expiry of guarantee) all your rights under the said guarantee shall be forfeited and we shall be relieved and discharged from all liabilities there under.

We have power to issue this guarantee in your favour under Memorandum and Articles of Association of our Bank and the undersigned has full power to do under the power of Attorney dated.

Notwithstanding anything contained herein:

A. Our liability under this guarantee shall not exceed INR _____(in words)

B. This bank guarantee shall be valid up to _____ & unless a suit for action to enforce a claim under guarantee is filed against us within three months from the date of expiry of guarantee. All your rights under the said guarantee shall be forfeited and we shall be relieved and discharged from all liabilities there after i.e. after three months from the date of expiry of this Bank guarantee

C. We are liable to pay the guaranteed amount or any parts thereof under this bank guarantee only and only if you serve upon us a written claim or demand on or before _____

D. The Bank guarantee will expire on _____ granted by the Bank

Yours faithfully,

Seal of the Bank

Name and Signature of the authorized Officer of the Bank