

# Tender Document

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## **Tender Inviting Proposals with Terms & Conditions**

- 1. Tender Documents :** Tender documents shall be sold to the intending Tenderers, who are manufacturers or their authorized dealers only on receipt of Rs.500.00 (Rupees Five Hundred) only (non-refundable) in the shape of demand draft drawn on any scheduled bank in favour of the Engineer-in-Chief, Power & Electricity Department, Aizawl, Mizoram payable at State Bank of India, Dawrpui Branch, Aizawl, Mizoram. Further, the tender submitted using tender documents other than duly obtained as stated above if any, will be summarily rejected.

Tender documents are available at the website [www.tender.mizoram.gov.in](http://www.tender.mizoram.gov.in).

- 2. Scope of Supply :** The scope of supply hereby tendered shall be as per the technical specifications ( Section I & II ).

- 3. Pre-qualification/Eligibility Criteria :**

- i) The Tenderer should be a regular manufacturer/ Original Equipment Manufacturer (OEM) or authorized representative/ dealer and should have capacity & capability to expand, to upgrade technology and to do Research & Development (R&D). In case the vendor is authorized representative of OEM, the complete system should be sourced from OEM only. Valid Authorisation Certificate/Letter from Original Equipment Manufacturer (in case of not directly quoted by OEM) for quoting of their system and provide support for commissioning and after sales services.
  - ii) The Original Equipment Manufacturer (OEM) should have at least 10 years of experience in manufacturing of the equipment and have an experience of supplying and commissioning directly or through their authorized dealer/representative to reputed organizations, especially NITs/IITs/IITs/Central Universities/IISERs/CSIR labs, Power Utilities etc. Document for proof of such supplies at least for the preceding three years, where successful supply and installations have been made during this period should be given together with the full address, telephone numbers and fax numbers of the customers. Performance Certificate regarding satisfactory performance of the equipment mentioned from at least four mentioned (issued within 1year of tender opening) should be submitted along with the tender.
  - iii) Manufacturer should comply with relevant international standards/specifications and meet certification requirements with valid certificates for manufacturing practices of the equipments. Valid certificate to prove the genuineness of the products and of international standard i.e Manufacturer's certificate and ISO/ISI certificate must be enclosed.
  - iv) The Tenderer should provide maintenance support for the equipment as required by the Department. The Tenderer should submit the documentary evidences of having established mechanism/after sales service facilities for prompt services as and when required, indicating clearly the nearest 'after sales service centre' from Mizoram indicating detailed contact address etc.
- 4. MVAT Clearance :** The successful tenderer should produce MVAT clearance certificate in Form – 38 before Letter of Intent is issued.

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5. **Guaranteed Technical Particulars** : The GTP (Guaranteed Technical Particulars) of the equipments along with their complete technical description supported by drawing shall be furnished by the tenderer as per Schedule- I & II. Relative specification like IS/ BS / IEC etc. should be mentioned.
6. **Examination of the Documents** : The Tenderer shall examine Conditions of the Tender and Specifications to satisfy himself about all the Terms & Conditions and circumstances affecting the Tendered Price. He shall quote price(s) according to his own views on these matters and understand the quoted prices are inclusive of all taxes, duties, freight, insurance etc. The Tenderer shall give his/her signature with seal in each and every page of the Tender Document as an indication of his/her acceptance of the Terms and Conditions of the Tender.
- No overwriting is allowed In the Tender. Dated initial should be given by the Tenderer to all corrections, if any, and the seal stamped on each.
- The Tenderer may quote for both or any of the two tenders. If the Tenderer quotes for both the tenders, all the criteria should be met separately.
- Tenderers should submit the following along with their tenders :
- i) Authorised Dealer must submit an Authorised Dealership Certificate issued by Manufacturers.
  - ii) Valid House Tax Payee Certificate in certificate in case of Tribal Tenderer.
  - iii) Court fee stamp worth Rs.8.25 in case of Non-Tribal Tenderer.
7. **Earnest Money** : The Tenderer shall have to furnish Earnest Money for Rs.62,000/- (Rupees sixty two thousand only) in the shape of Bank Draft/Deposit at call pledge in favour of the Engineer-in-Chief, Power and Electricity Department, Aizawl, Mizoram in a separate cover superscribing the Tender Specification Number and Date of opening. Tribal Tenderers are allowed to submit Earnest Money for half the above amount.
8. **Price** :
- i) Price quoted should be firm and FOT delivery at Destination.
  - ii) Price quoted should be quoted both in figure and in words using Schedule of Prices given in Annexures – I & II.
  - iii) Price should be inclusive of all taxes, duties, insurance, freight, handling charges, etc.
  - iv) If there is any discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price should be corrected.
  - v) Similarly, if there is any discrepancy between the words and figures the price/amount in words should prevail.
9. **Validity** : Tender should be kept valid for a period of 8 (eight) months from the date of opening the tender.
10. **Terms of Payment** : 100% payment after the equipment is received in full and in good condition at destination by the consignee and after successful commissioning.
11. **Delivery** : The equipments are to be delivered within 60(sixty) days from the date of issue of purchase order.

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## 12. Preparation and Submission of tender :

- i) The tender should be prepared and submitted in duplicate enclosing all documents in two sealed envelopes for original and duplicate separately superscribing tender notice number and date with date of opening.
- ii) The tender should be submitted in two envelopes, i.e, one containing tender affixing court fee stamp in case of Non-Tribal Tenderers and valid House Tax Payee Certificate (HTPC) in case of Tribal Tenderers, and the other, externally attached to the tender envelope, containing the Earnest Money and Manufacturers'/Authorised Dealerships' certificate.
- iii) The tender without Earnest Money in a separate envelope as explained above, shall not be opened and shall be summarily rejected.
- iv) All the envelopes should bear the name and address of the Tenderer and marking should be made for the original and duplicate copy.

13. **Reservation** : The undersigned/Owner reserves the right to accept or reject, partly or wholly, or all the tenders without assigning any reason thereof if the situation so warrants. Further, he is not bound to propose the lowest Tenderer for selection. **The Technical Committee of the Department shall scrutinize and evaluate valid tenders with reference to the documents submitted by the Tenderer to be placed before the Purchase Advisory Board.** The Tenderers who do not accept the terms of payment as specified in clause no. 10 above will be liable for rejection.

In the event of any specified date for submission or opening of the tender being declared as holiday, the tender will be received/opened at the appointed time on the next working day.

14. **Guarantee** : The Tenderer shall guarantee for satisfactory performance of the equipments for a minimum period of 12 (twelve) months from the date of commissioning or 18 (eighteen) months from the date of receipt whichever is earlier. In the event of any defect in the equipments within the guarantee period, the Tenderer shall guarantee to repair/replace to the satisfaction of the purchaser free of cost.

15. **Address** : All correspondences with regard to the above may be made to the following address :

Engineer-in-Chief  
Power & Electricity Department  
Government of Mizoram  
New Secretariat Complex, Khatla  
Mizoram : Aizawl, Pin -796001.

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