

TENDER DOCUMENT

Purchase of TOOLS & EQUIPMENTS

UNDER JOINT SKILL DEVELOPMENT PROJECTS

TENDER NO. :- 05 / OPHWC/ 2014 – 15



**ODISHA STATE POLICE HOUSING & WELFARE CORPORATION LTD.,
JANPATH, BHOI NAGAR, BHUBANESWAR – 751022.
Phone: 0674 – 2541545, 2542921 Fax 91 – 674- 2541543
Mail ID : ophwc.od@nic.in Website : ophwc.nic.in**

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TENDER CALL NOTICE

**THE ODISHA STATE POLICE HOUSING & WELFARE CORPORATION LTD.,
JANAPATH, BHOINAGAR, BHUBANESWAR-22.**

Ph.: 0674-2541545, 2542921 Fax: 0674-2541543

TENDER NO. : - 05 / OPHWC/ 2014 – 15

1. Sealed tenders are invited from reputed suppliers / Manufacturers / Companies for purchase of tools & equipments for the following courses as given below:

SL NO	REQUIREMENT OF TOOLS & EQUIPMENTS
1	<ul style="list-style-type: none">a. Assistant Shuttering Carpenter & Scaffolderb. System Shuttering Carpenterc. Conventional Shuttering Carpenterd. Scaffoldere. Building Carpenter
2	<ul style="list-style-type: none">a. Assistant Bar Bender & Steel Fixerb. Bar Bender
3	<ul style="list-style-type: none">a. Assistant Masonb. Masonc. TILER (CERAMIC)
4	<ul style="list-style-type: none">a. Assistant Plumberb. Plumber

2. The tender document may be obtained on payment of Rs.1000/- (Rupees One Thousand) only (Non-refundable) **for each course (Sl. No. 1 to 4)** between 10 A.M. to 5 P.M on each working day from the office of the undersigned at the address given below on or before date 13.11.2014. **Tender documents along with BOQ's (for Sl. No. 1 to 4)** can also be obtained through speed post by sending a self addressed stamped Rs.75/-(Rupees seventy five) only envelop of size 35 cm x 25 cm along with a Demand Draft of Rs.1000/-(Rupees One thousand) **for each course (Sl. No. 1 to 4)** only on any scheduled bank payable at Bhubaneswar drawn in favour of *The Odisha State Police Housing & Welfare Corporation Ltd., Bhubaneswar*. However, the authorities shall not be

responsible for postal or other delays. **Tender documents along with BOQ's (for Sl. No. 1 to 4)** separately will also be available from the web site www.ophwc.nic and the same can be downloaded to be used for tender offer. However in case of downloaded tender documents an amount of Rs.1000/- shall be submitted separately **for each course (Sl. No. 1 to 4)** in shape of D.D. drawn on any Nationalised Bank payable at Bhubaneswar in favor of **The Odisha State Police Housing & Welfare Corporation Ltd., Bhubaneswar** along with the Tender, failing which tender shall be liable for rejection.

3. Bids submitted otherwise than in the manner prescribed in the Tender Document shall be rejected.
4. Date for issue of tender document from dt.01.11.2014 during office hour.
5. Last date for issue of tender document is dt. 13.11.2014 up to 5.00 P.M.
6. Last date for receipt of tenders is dt. 14.11.2014 up to 2.00 P.M..
7. Date of opening of bid at 4.00 P.M. on date 14.11.2014.
8. Material shall be delivered at **CUTM, Bhubaneswar/ Paralakhemundi/ Bolangir/ Rayagada.**
9. Address: The Odisha State Police Housing & Welfare Corporation Ltd., Janpath, Bhoi Nagar, Bhubaneswar, Odisha. Pin:- 751022.

Sd/ -
Chief Engineer
OPHWC, Bhubaneswar

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GENERAL CONDITIONS OF THE CONTRACT

1. The bidder/ supplier should either be an Original manufacturer Company / distributor/ dealers of such manufacturer to sell and supply these products. The latest authenticated & valid documentary proof of this shall be submitted. The proof submitted earlier in some other context shall not be treated as valid and sufficient.
2. The tenders (also called bids), not submitted in prescribed format or in prescribed manner, shall be rejected at the risk and responsibility of bidder.
3. All the information as called for in the tender document should be submitted truly, clearly, legibly, transparently, unambiguously without any conditions and without the use of abbreviations. It shall be submitted in English.
4. All the crucial informations like, rates and amount should be written in figures followed by words in a bracket & in Indian Rupees.
5. There shall be no over writing in the tender document and other papers submitted. All corrections like additions, alternations, deletions and cuttings should be initialed with rubber-stamped (or seal) by the same person, who signs the tender document, Failing so, the tender shall be rejected.
6. All the rates and amounts shall be quoted in Indian Rupees and shall be presumed to be in Indian Rupees only unless specifically permitted to be quoted otherwise in this Tender Document. In case of any statutory revision in Excise or Customs Duty or any other relevant taxes subsequent to the submission of bid, the prices quoted shall stand revised to accomodate corresponding amount.
7. The rates quoted shall be valid for a period of **one year** counted from the last date for receipt of the bids or submission of tenders.

8. Each page of this tender document shall be signed by the bidder with seal in token of having read, understood and accepted the terms and conditions of this contract and return it after filling it up.

9. In case of Companies / Corporations submitting bids, the Managing Director shall sign the tender document. If it is otherwise, the authority to sign the tender paper on behalf of the Company/Corporation shall be enclosed. In case of Partnership Firm, the active Partner shall sign it. In case of a Proprietary firm, the Proprietor shall sign the tender document.

10. All the promotional and technical literature in English language of the products offered shall be submitted for proper appreciation of the bid, whether or not, specifically called for in this tender document.

11. All information submitted or supplied in the formats of this tender document shall be presumed to be true to the best of knowledge of bidder and an undertaking in this regard shall be submitted by the bidder in shape of legal affidavit.

12. The Firms / Tenders not having VAT Registration shall not be eligible for submitting the bids. The firms blacklisted shall also not be eligible for participating in the bid.

13. The latest Sales Tax /VAT Clearance Certificate and copy of PAN card shall be submitted.

14. The tender must accompany a sum of **Rs.20,000/- (Rupees Twenty Thousand)** as E.M.D. (refundable) **for each course (Sl. No. 1 to 4)** in shape of bank Draft/Pay order drawn in any Nationalized Bank in favour of **“The Odisha State Police Housing & Welfare Corporation Ltd.”** and payable at Bhubaneswar

15. EMD of successful bidder(s) shall be retained till supplies are successfully delivered as ordered. After that, it shall be returned within **7(Seven) days** as in the case of unsuccessful bidders & after due certification by the consignee regarding their successful delivery.

16. This tender document has prescribed for submitting the “Technical” and “Financial” bid. Both the bids shall be submitted in a sealed cover identified as “Technical” and “Finance” bid. The above sealed covers and the remaining part of this tender document and all other papers/ documents should be put inside a bigger sealed cover and shall be delivered as per conditions

published in the tender call notice. All the sealed covers shall have boldly written with the name of the supplier / bidder, the Tender Call Notice No. and the last date time for submission.

17. The tenders/ bids can be sent by post or courier as well. However, authorities shall not be responsible for postal or other delays in receipt of bids.

18. If the last date for receipt of the tender/bid turns out to be a holiday, it will automatically be extended to next working day.

19. A bid once submitted cannot be withdrawn. The bidder or his authorized representative (one person only) will be allowed to be present at the time of opening of tenders. Clarification sought, if any, may be provided to them.

20. The technical bids, in respect of the products / materials not conforming to the technical specifications, will be rejected. Decision of Technical Committee in this regard shall be final and binding.

21. Delivered materials should have guarantee period. If found defective/substandard, the material shall be replaced immediately within the guarantee period of 1 (One) year. An amount of **5%** of cost of material supplied shall be kept as **“security/ Performance Warranty”** which will be released after 6 (Six) months from date of successful delivery duly certified by the consignee.

22. “Financial bids” shall be opened in the presence of the bidders (or their authorized representatives) only in those cases, where one or more of the offered products have fulfilled the prescribed technical specifications.

23. The quoted price shall include all costs, taxes, levies, Transportation, Loading & unloading etc. at different sites i.e. **Centurion University of Technology & Management (CUTM), Bhubaneswar/ Paralakhemundi/ Bolangir/ Rayagada.**

24. The order for supply may be placed on the successful bidders but the technical specifications for the purpose of supply shall be those, which were offered and accepted by the Tender Committee and written in “Letter of Acceptance”.

25. On delivery, the supplies or products shall be inspected to verify the quantity by the concerned Jt. Manager / Dy. Manager / Asst. Project Manager and to see whether those are in accordance with the technical specifications for which the order was placed. If it turns out to be otherwise, the acceptance of delivery shall be refused at the risk and responsibility of the supplier. Further the materials found damaged shall not be counted as accepted until replaced to the satisfaction of the authorities.

26. All transit risks shall be the responsibility of the supplier.

27. Failure to supply the order in full within the stipulated period may lead to forfeiture of EMD.

28. All the clarifications sought from the bidders/ suppliers on technical specifications of the products or otherwise shall be promptly submitted in a transparent and unambiguous manner.

29. Entire tender document, duly filled in, shall be treated as part of the contract agreement for supplies in case of the successful bidders.

30. All the disputes shall be subject to jurisdiction of Civil Courts situated at Bhubaneswar.

31. The authority reserves the right to reject/ cancel any or all tender without assigning any reason thereof.

**Signature & Seal
Of the Bidder**

**-Sd-
Chief Engineer
OSPH&WC,Bhubaneswar.**

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SPECIAL CONDITIONS OF THE CONTRACT

1. The Special Conditions given here shall prevail over the General Conditions in case of repugnancy.

2. E.M.Ds.

The Tender Document shall accompany with the Earnest Money Deposit (EMD) as noted against each item in the table mentioned below. Without which the tender shall be rejected. The EMD should be available outside the sealed covers of “Technical” and “Financial” bids.

3. Quantity.

Sealed bids in this Tender Document have been invited for the supply of the items listed below. Detailed Technical Specifications of each item are available in the Annexure A of “Special Conditions of the Contract” as identified against each.

4. The Quantities are as per the actual requirement. The rates quoted shall continue to be valid up to One Year even if the quantities of the items mentioned are varied.

5. It shall not be necessary to bid all the above items. The firms may bid for one or more of the items depending on their convenience.

6. The Bidders shall submit along with this tender document, a list of names, complete addresses and the telephone/fax numbers of the customers to whom, the items, for which the bid has been submitted, have been supplied in last three years, if any.

7. Payment :

The payment will be made on Successful delivery of good quality materials as per terms & conditions given in the general conditions of contract.

**Signature & Seal
Of the Bidder**

**Sd/-
Chief Engineer
OSPH&WC, Bhubaneswar.**

TENDER/ BID FORM

TENDER NO. : - 05 / OPHWC/ 2014 – 15

1.	Name: Full Address: Fax No: Telephone No: E-mail of the firm:	
2.	Legal Status of the firm	
3.	Whether you are a original manufacture company /Distributor/ Dealer /Dealer of any Brand. If yes, attach relevant supporting documents.	
4.	Give the location and Address of your factory / Shop / Office	
5.	Kindly confirm whether you have been authorized by the respective factory Owner / Dealer / Distributor either as dealer or as sale and supply agent in respect or the items you are not the Owner	
6.	Have you enclosed the EMD? If Yes, mention the amount and its identifying details:	
7.	VAT registration copy & VAT clearance certificate.	
8.	PAN	
10.	Supply experience. (Documentary evidence regarding supply of materials to Govt. depts./ Undertakings & etc.	

-Sd-

Seal and Signature of the Bidder

**Chief Engineer
OSPH&WC, Bhubaneswar.**

Sold to Sri

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vide M.R. No.

Signature of the Issuing Officer

TENDER CALL NOTICE

**THE ODISHA STATE POLICE HOUSING & WELFARE CORPORATION LTD., JANAPATH,
BHOINAGAR, BHUBANESWAR-22.**

Ph.: 0674-2541545, 2542921 Fax: 0674-2541543

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1	a. Assistant Shuttering Carpenter & Scaffolder b. System Shuttering Carpenter c. Conventional Shuttering Carpenter d. Scaffolder e. Building Carpenter
2	a. Assistant Bar Bender & Steel Fixer b. Bar Bender
3	a. Assistant Mason b. Mason c. TILER (CERAMIC)
4	a. Assistant Plumber b. Plumber

2. Date for issue of tender document from dt.01.11.2014 during office hour.
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6. The details can be download from website i.e. **www.ophwc.nic.in**
7. Material shall be delivered at **CUTM, Bhubaneswar/ Paralakhemundi/ Bolangir/ Rayagada.**

Sd/-
Chief Engineer