

**THE GREATER GANJAM GAJAPATI CO-OP. MILK PRODUCERS' UNION LTD.
R.N.TEMPLE ROAD, GATE BAZAR, BERHAMPUR**

REF: GGGMU:SGSY:TENDER:2011:

07.12.2011

**TENDER NOTICE FOR DIESEL GENERATOR SET
AND
SS PIPES AND FITTINGS**

The Greater Ganjam Gajapati Co-operative Milk Producers' Union Ltd., Gate Bazar, Berhampur 760 001 (Orissa) invites tenders from interested manufacturers / suppliers for supply of D.G.Sets of following Configuration and SS Pipe & fittings.

10 KVA – 3PHASE – AIR COOLED – SILENT CANOPY – ACCOUSTIC- WITH ALL ACCESSORIES.

QUANTITY REQUIRED :1) DG SETS : 02 NOS.
2) SS PIPE & FITTINGS OF 51 MM & 38MM SIZE – 1 LOT

The tender paper can be obtained on payment of Rs.500/- (Five hundred only) either in shape of Cash paid at the cash counter of GGGMU, Berhampur or can be downloaded from our website www.gggmu.in. The downloaded tender document should be submitted along with demand draft of Rs.500/- (Five hundred) in favour of G.G.G Co-op. Milk Producers' Union payable at Berhampur.

The tenders shall be accepted up to 3.00 PM on dated 13.02.2011 and opened at 4.00 PM on the same day in presence of interested tenderer. Tenders received in incomplete form in any respect will be rejected. The tenders shall have to accompany with Earnest Money Deposit (EMD) for amount of minimum 2% (two percent) of total quoted value paid in form of a Demand Draft on any nationalized bank payable at Berhampur (Ganjam) drawn in favour of The Greater Ganjam Gajapati Co-op. Milk Producers' Union Ltd.

The undersigned reserves the right to go for open negotiation and / or closed negotiation of rates for one or more items if found necessary. However, the decision for negotiation on the rate with different tenderers lies solely with the undersigned. The undersigned also reserves right to reject any or all the tenders without assigning any reasons thereof.

SD/-
GENERAL MANAGER

GGGMU

TENDERER

THE G.G.G CO-OP. MILK PRODUCERS' UNION LTD.

TENDER FOR
SUPPLY, INSTALLATION, TESTING &
COMMISSIONING OF
SILENT DG SETS & SS PIPES AND FITTINGS

LAST DATE FOR SUBMISSION OF SEALED OFFERS
13th DECEMBER 2011 by 14 Hrs

Opening at 15 Hrs of 13th December 2011
At GGGMU Office, Berhampur, Ganjam, Orissa.

Cost of Tender Documents : Rs.500/- (Five hundred only)

Name of the Tenderer :

Address :

Telephone No. :

Fax No. :E.Mail Id:.....

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TENDERER

General conditions /instructions for submission of bids/tenders:

1. The techno commercial bid should be in two separate sealed envelopes clearly mentioned as “Technical Bid” and “Commercial Bid” and both the sealed envelopes should be put into another envelope and it should be superscripted as “Quotation for DG Set”.
2. The last date of receipt of sealed offer as mentioned above is - on or before 13th December 2011 upto 3.00 PM. The sealed envelope addressed to General Manager, GGG Milk Union may be dropped in sealed tender box at GGGMU Corporate Office, R.N.Temple Raod, Gate Bazar, Berhampuri – 760 001. Bids received late i.e. after the expiry of the closing time will not be entertained.
3. The Earnest Money Deposit (EMD) of 2% of quoted value in the form of Demand Draft/pay order drawn in favour of “G.G.G Co-op. Milk Producers’ Union Ltd” payable at Berhampur (GM) only is to be submitted along with the technical bid.
4. In the first stage, only technical bids will be opened for evaluation after cut off date & time on the same day i.e. at 4.00 pm on 13th December 2011. The representatives of the parties, if they wish, may remain present while opening of the technical bids.
5. Commercial bids of only those bidders whose technical bids are acceptable/ qualified will be opened for the 2nd stage selection and the date of opening will be communicated to the qualified bidders only. If they wish, they may remain present while opening of the commercial bids.
6. The EMDs of the unsuccessful bidders will be refunded without any interest.
7. All the pages/documents of the quotation should bear the dated signature of the bidder. All the entries by the bidder should be in one ink & legibly written. Any over writing corrections & cuttings should bear dated initials of the bidder. Corrections should be made by writing-again instead of shaping or over-writing.
8. Rates should be quoted both in figures as well as in words. In case the rates quoted in words & figures are at variance, the rates written in words will be taken as final.
9. GGGMU reserves the right to reject or accept any or all application(s) without assigning any reasons and to restrict the list of pre-qualified agencies to any number deemed suitable by it. Quotation incomplete in any form is liable to be rejected outright

10. Finalization of any bid is the sole discretion of the GGGMU. GGGMU reserves the right to modify the tender document or any other condition. Accordingly the quotations can be modified by the bidders.
11. The offerer may come prepared or send his authorized representative to attend the technical and price clarification / negotiation immediately after opening of the tender which may take 2 to 3 days.

TECHNICAL BID

Only those dealers/original equipment manufacturers and suppliers of DG Set, who have minimum 5 years of experience in the field of undertaking similar works for large office buildings/commercial premises/Industrial houses and who fulfill the following prequalification criteria are eligible to tender:

- Minimum 5 years experience in undertaking similar nature of works
- Bidders should submit copies of detailed work order indicating scope and value of works and completion certificate for the qualifying works. Bidders should also provide a list of completed works.

Quotation submitted by a firm who is found to be not satisfying the above criteria will be rejected.

TERMS AND CONDITIONS

1. The firm should be having experience of least 5 years in relevant field and must doing such services for various reputed organization / Department of Govt. / Statutory bodies.
2. The details of inputs /information required to be submitted by the bidder is given at Annexure 'A'.
3. The details of current /previous clients are to be submitted
4. The scope of work of the bidder in brief is enumerated below:
 - (a) Supplying, installation, testing and commissioning of DG Set with acoustic enclosure.
 - (b) Arrangement of equipment, tool and tackles and scaffolding material for installation of the equipment at site with your own cost.
 - (c) Required quantity of lubricant and coolant are to be arranged at your end with your own cost till commissioning and handing over the system.
 - (d) Submission of warranty certificate and test certificates of the manufacturer.
 - (e) Installation of exhaust pipes with suitable insulation up to the required level of the building as required by the concerned statutory authorities.
 - (f) Obtaining necessary certificates/ NOCs from concerned statutory authorities.

5. The bidder shall not assign the contract or any part thereof without the prior written consent /approval of the Institute. The bidder shall also not sublet the work or part of the work except with the written consent of the Institute and such consent even if provided shall not relieve the firm from any liability or any obligation under the contract.
6. (i). The EMD of the successful bidder will be converted into performance guarantee and shall be retained for the entire period of contract. The agency shall not be entitled to any claim or receive any interest on the amount of performance guarantee. In addition to the above, additional performance guarantee of 8% of cost in the form of bank guarantee is to be submitted immediately before release of payment.

(ii) The EMD shall be forfeited to GGGMU in case:
 - (a) If the bidder withdraw their offer during the period of tender validity.
 - (b) If after submission of quotation the bidder fails to owner the contract or refuses to comply with any or all terms and conditions.
7. The offer should be valid for a minimum period of three months from the date of opening of technical bid.
8. The offer should clearly specify the rate of Annual Maintenance contract of individual equipment after the guarantee/warrantee period. The AMC contract will be initially valid for a period of one year and after expiry of one year GGGMU will evaluate the performance of the firm. If the services are found satisfactory, the Milk Union reserves the right to extend the contract for another one year on the same terms & conditions.
9. The quoted rates should be provided as per above mentioned scope of work separately.
 - (i) The Union reserves the right to cancel the agreement by giving one month notice in writing without assigning any reason whatsoever.

 - (ii) The contract shall be terminated if the service of the agency is not found satisfactory or the agency changes the rate of contract during the contract period.
10. The bills complete in all respect should be presented to GGGMU and payment of the bills will be made after scrutinizing and verifying the bills within a period of twenty one days from the date of receipt of the confirmation report of commissioning of DG Set, duly signed and stamped by our site. TDS will be deducted as per the prevailing rate.

11. The losses to the Union which are directly attributable to the firm shall be deducted from the bills /adjusted from the performance guarantee.
12. In case of any dispute or difference arising in relation to meaning or interpretation of this order, the same shall be referred to a sole arbitrator to be appointed by the CMD, Omfed-cum-MIC of Omfed, Bhubaneswar. The award of the arbitrator shall be final and binding.

Annexure-A

The bidder is required to submit the following information:

1. Name of the firm
2. Year of Establishment
3. Type of organization
(Proprietorship, Limited etc.)
4. Postal address
Telephone numbers
Fax
e-mail
5. Any authorized branches of the firm, if
so give details
6. Name of the Proprietor
/Partner/Managing Director etc.
7. Nature of your firm
Manufacturer/Stockiest/Dealer/
Distributor/ Agent etc.
8. Details of products you are dealing in
9. Turnover for the last three years
10. Are you income tax payee, if so please
furnish following details
 - a. PAN
 - b. TDS Accounts if any
 - c. Central Sales Tax Registration No.
11. Banker's Name and address (Banker's
solvency certificate to be attached)
Income Tax return for the last three years.

Kindly enclose following documents:

- i. Photocopies of PAN card, Service Tax & VAT registration certificate.
- ii. There should not be any indication of price/rate/charges in Part-I of the tender.
Conditional tenders will be not accepted.

I/ we do hereby declare that the entries made in the application are true to the best of my /our knowledge and belief. I /we do also confirm that I / we have read and understood Union's General Conditions of Contract and agree to abide by the same in all respect.

I /we also undertake to communicate promptly to GGGMU all the subsequent changes in conditions affecting the accuracy of the details given above.

Signature of Proprietor/ Director/ Managing Director/
Constituted Attorney

COMMERCIAL BID FOR D.G.SET

The rate of DG Sets may be provided as under:

(A) Rate of Supply of DG Set, that is, cost of equipment:

Sl.	Capacity of DG set (10 KVA) 3 Phase	Cost of equipment (in Figure)	Cost of Equipment (in words)

Diesel Generator set (Air cooling type) with alternator, change over switch, diesel tank, anti vibration mounting, control panel with volt meters and ammeter for individual phase, KWH meter & running hour meter, PH meter, all controls, internal cables, fittings etc. (3 phase)

Brochure showing the features of the DG Set may kindly be enclosed.

(B) Rate for installation of DG Set:

Rate per unit of material to be used along with labour charges, unloading charges, and charges for earthling etc should be provided for DG Sets, as per the format given below:

Sl.	Particulars of Job/Material etc.	Unit (per meter/Kg) etc.	Amount (Rs.)

Other terms and conditions:

EXCISE DUTY: Prices quoted should be inclusive of Excise Duty.

CENTRAL SALES TAX: Rate of Central Sales tax to be specified. Details of any other taxes to be levied should be provided.

TERMS OF PAYMENT: 90% after receipt of the equipments/ goods in good condition, inspection and full certification as per the order. Rest 10% shall be released after successful installation, commissioning and operation for one year. In case of requirement of advance against performance Bank guarantee along with order, the special discount to be offered shall be clearly indicated. In no case more than 30% advance can be granted to the successful offers.

FREIGHT & OCTROI CHARGES: Price quoted should include the freight and transportation charges as applicable till delivery at site.

TRANSIT INSURANCE: All goods as per the approved order shall have to be covered with transit insurance by the supplier and the expenditure shall have to be in built in the quoted price.

DELIVERY: Delivery period of DG Set at a particular site from the date of receipt of order should be mentioned. The supplier should clearly spell out the delivery schedule of the equipment while quoting for the supply which should not be more than 01 (one) month in any case.

WARRANTY / Guarantee: Warranty period of the DG Set to be mentioned. All the equipment to be supplied should be guaranteed against manufacturing defects for functional requirements for a minimum period of twelve months from the date of commissioning during guarantee period, if any defects are found, the same shall be rectified immediately by the supplier free of cost at the respective Milk Chilling Plant / Dairy Plant site.

STATUTORY APPROVALS: Terms for obtaining statutory approvals from concerned authorities to be specified.

TRAININGS : Necessary training will be imparted to the staff for at least 3 days after the installation and commissioning.

SPECIAL TOOLS: The supplier is required to supply all such special tools as may be required for assembly and / or maintenance of supplied equipments without any extra cost.

OPERATIONAL MANUAL: The scope of supply shall include the preparation and submission of operation and maintenance manual.

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INSPECTION: All the materials to be received at the site will be inspected by the inspector nominated by the Milk Union. Materials supplied if found defective, sub-standard damaged, missing, short supplied and not up to the specification or otherwise unsuitable shall be replaced by the supplier at his cost. The supplier shall replace the materials so rejected or found short within 15 days from the receipt of such information.

Signature of Proprietor/ Director/ Managing Director/
Constituted Attorney

Date:

Place: