

UT. ADMINISTRATION OF DAMAN & DIU,
OFFICE OF THE HEAD OF SPORTS SECTION,
SPORTS DEPARTMENT, DAMAN,
NEAR FOOTBALL GROUND,
MOTI DAMAN – 396 220.

No.DMN/SPORTS/EQUIP./2017-18/108

Dated: 14/08/2017

“E- TENDER NOTICE”

On behalf of the President of India, Head of Sports, Daman hereby invites E-Tenders (two bid systems) for **“Purchase of Grass Cutter for maintenance of Swami Vivekananda Sports Complex, Nani Daman”** at Sports Department, Moti Daman through on-line on <http://nprocure.com> from the Manufacturer/ Authorized dealer worth `6,00,000.00 approximately.

Sr. No.	Description of items	Estimated cost	EMD (in the form of FDR)	Tender Fees (DD - non-refundable)
1	Purchase of Grass Cutter for maintenance of Swami Vivekananda Sports Complex, Nani Daman”	`6,00,000.00	`15,000.00	`500.00
Last Date and time for download of tender documents: 04/09/2017 upto 11.00 hrs				
Date and time of closing of bid (i.e. last date of submission of bid online): 04/09/2017 upto 16.00 hrs.				
Date and time for submission of detail proposal in hard copy: 04/09/2017 upto 18.00 hrs.				
Technical bid opening: if possible on 06/09/2017 at 11.00 hrs.				
Financial Bid opening: if possible on 11/09/2017 at 16.00 hrs.				
The tender document & other details will be available on https://www.nprocure.com upto 04/09/2017 . Tender notice can also be seen at web site www.daman.nic.in Bidders have to submit price bid in electronic format only on www.nprocure.com till the last date and time for submission. Price bid in physical format shall not be accepted in any case.				
Submission of tender fees in the form of DD, EMD in the form of DD and other supporting documents i.e. copy of valid license from competent authority, copy of GST registration and copy of PAN/TAN of income tax etc. and terms and condition duly signed in hard copy to the undersigned by RPAD/Speed post by hand on or before 04/09/2017 upto 18.00 hrs. , however, tender inviting authority shall not be responsible for any postal delay.				
The Department reserves the right to reject any or all tenders without assigning any reason and selection shall be at the absolute discretion of the Department and Department’s decision in this respect shall be final and binding.				
Bidder shall have to post their queries on e-mail address: sports-dmn-dd@nic.in and ddsports_dmn@yahoo.in or on before 30/08/2017 upto 16.00 hrs.				
In case bidder needs any clarification or if training required for participating in online tender they can contact the following office. (n)Code Solution – A division GNFC Ltd., 403, GNFC info Tower, Bodakdev, Ahmedabad – 380 054, Gujarat (India), e-mail: npower@ncode.in , Fax : +917926857321, website: www.nprocure.com				

Sd/-
Head of Sports,
Daman.

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“E- TENDER NOTICE”

**** Terms and Conditions for Purchase of Grass Cutter Machine for maintenance of Swami Vivekananda Sports Complex, Nani Daman.**

Tender Notice No. DMN/SPORTS/EQUIP./2017-18/108 Dated: 14.08.2017.

E-tender (online) is hereby invited from the reputed Manufacturers / Authorized Dealers / Distributors by the Sports Department, Daman for **“Purchase of Grass Cutter for maintenance of Swami Vivekananda Sports Complex, Nani Daman”** as per Schedule – B attached at Sports Department, Daman, for the reputed brands and companies providing Equipments/Machinery of **“International Standard/BCCI Approved”** for the purpose of maintenance of the Swami Vivekananda Sports Complex with the following conditions:

1. E-Tender (Two bid system) are invited from the Manufacturers / Authorized Dealers / Distributors of the specified Equipments/Machinery (documentary evidence should be submitted with the technical bids.) for the financial year 2017-18.
2. Hard copy of the technical bid should be in a sealed envelope subscribed as **“Purchase of Grass Cutter for maintenance of Swami Vivekananda Sports Complex, Nani Daman”** and addressed to the Office of the Head of Sports, Sports Department, Near Football Ground, Moti Daman – 396 220.
3. The Tender documents & other details will be available on <https://www.nprocure.com> upto **04/09/2017**. Tender notice can also be seen at web site www.daman.nic.in
4. The Manufacturers/Authorized Dealers/Distributors of the specified Equipments/Machinery should be in the trade for the last three years and documentary evidence should be enclosed with the technical bid.
5. The rate (s) quoted by bidder shall be inclusive of all taxes & charges and free delivery to be made at Daman. No extra charge for packaging, forwarding and insurance, transportation etc. will be paid.
6. The tenderer should specify the name of the manufacturer/company for the items quoted by him along with catalogue of the items. A detailed catalogue with drawing indicating specifications, description etc. also be submitted in the hard copy envelope.

7. Only GST will be paid on the items on which it is chargeable under the GST Act or the Rules made there under.
8. Copy of the GST Registration should be attached with tender document.
9. The bidder should submit the proof of annual turnover of Rs. 25,00,000/- and above per annum for the specific equipments/machinery only including export for the last three (03) years. The tender received without or below annual turnover of Rs. 25,00,000/- shall not be accepted.
10. The rate(s) should be quoted only for the items specified in the list of requirement and should be for the items of given special manufacture/dealer.
11. The rate accepted shall be operative for a period of one (01) year from the date of the acceptance of rate. The bidder whose rates are approved, will be bound to supply the Equipments/Machinery on approved rate for a period of one year.
12. Rate(s) quoted for items other than the required specification/make/manufacture may not be considered.
13. The Sports Department, Daman will be at liberty to accept the tender for the entire quantity or the part thereof at the rates submitted by the bidder or at reduced rate during the negotiations if any.
14. The quantities mentioned in the tender form are only tentative and may vary for which the bidder will not be entitled to any compensation whatsoever.
15. The successful bidder shall comply with the order within the stipulated period for delivery. The quantities may be increased or decreased as per the requirement at the time of placing order.
16. It must be noted that this is just an enquiry and does not amount to any commitment on the part of Sports Department, Daman to order any or all products offered. The decision of Sports Department, Daman in this regard would be final and be entirely, at its discretion.
17. The Technical Bid of the bidders will be opened first and the Financial Bid will be opened only of the bidders whose technical bid is accepted/qualified.
18. Where Specification/Make/Manufacture/Dealer is not specified by this office, the rate(s) should be quoted only for the superior quality **(International Standard/BCCI Approved)**.
19. Equipments/Machinery supplied by the successful tenderer shall be randomly checked & verified by the Tender inviting Officer through Departmental staff/authorized staff. Acceptance Equipments/Machinery shall be strictly subject to satisfaction of the verifying authority. The

Equipments/Machinery which are not found as per specification given in the tender will be directly rejected and the same has to be replaced by the cost of the tenderer.

20. Supplier shall provide hand holding training to the department at the time of delivery of machine. Supplier shall provide on site warranty and service for 01 year free of cost. After one year supplier shall provide service/repair on call/request as and when required by the department.
21. Payment shall be released only after acceptance of Equipments/Machinery and verification by the authority. Any condition relating to advance payment of the ordered material will not be entertained.
22. The duly filled authorization letter for release of payment through RTGS must be submitted along with the technical bid envelope.
23. The Earnest Money Deposit (E.M.D) of **`.15,000.00** is payable with the tender in form of Demand Draft issued by the **Scheduled Bank** in favour of **Head of Sports, Daman**. Tender received without EMD will be treated as invalid.
24. The amount of Earnest Money Deposit paid by the Tenderer(s) whose tenders are not accepted will be refunded to them within 15 days.
25. The Successful tenderer shall have to deposit 5% of Tender amount as security deposit through Demand Draft or in the form of Bank Guarantee of Nationalized Bank and shall have to sign a contract with Head of Sports as per rules within 15 days after receipt of order. The EMD paid by the successful tenderer will be adjusted towards Security Deposit. No interest will be paid on the amount of the security deposit money.
26. The tenderer has to sign at the bottom of the each and every page of the hard copy with the rubber stamp and date.
27. The evaluation will be made at all inclusive total price of a bid. The total price means the total for the Equipments/Machinery mentioned in **Schedule - B**.
28. In case of successful tenderer, who decline to accept the contract order, the EMD will be forfeited and the concerned agency will be blacklisted.
29. Delayed tenders, post tenders offers received after closing of tenders will summarily be rejected. No responsibility will be accepted for delays in postal transit.
30. Bidder shall have to submit the name of Bank, Name of branch with the address, A/c No. and MICR No., IFSC Code.
31. The items specified in the Schedule - B should be supplied at the site i.e. Office of the Head of Sports, Sports Department, Near Football Ground, Moti Daman (UT) 396 220.

- 32.** All bills should be in DUPLICATE and should invariable mention the number and date of supply order.
- 33.** All bills for amount above ` . 5,000/- should be pre-receipted on a Revenue Stamp of proper value. Bills for amount exceeding ` . 5,000/- not pre-receipted on Revenue Stamp of proper value will not accepted for payment.
- 34.** Each bill in which GST is charged must contain the following certificate on the body of the bill.
“CERTIFICATE that the Equipments/Machinery on which GST has been charged have not been exempted under the GST Act or the Rules made there under and the amount charged on account of GST on these Equipments/Machinery is not more than what is payable under the provisions of relevant Act or Rules made there under.”
- 35.** In respect of any dispute given rise to the legal proceedings between the parties, the courts at Daman shall alone have the Jurisdiction.

Sd/-
Head Of Sports
Daman.

D E C L A R A T I O N

1. I have read the terms & conditions mentioned in the tender document and undertake to abide the same during the contractual period.
2. The information given in the technical bid by the undersigned is correct.
3. I/We certify that the Equipments/Machinery quoted by us is of **International Standard/ BCCI Approved.**

(Signature of Supplier / Tenderer)
Date & Rubber Stamp.

NOTE: - Please return one copy of these conditions duly signed along with your tender/quotations.

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Dated: 14/08/2017

TECHNICAL BID FORM
(TO BE SUBMITTED SEPARATELY IN TECHNICAL BID ENVELOP)

The following details / documents / certificates issued by the concerned Authorities in respect of the bidder are required to be submitted for qualifying in Technical Bid :

1. Name of the Firm / Agency	
2. Name of the Proprietor / Partner / Directors	
3. Address of the Firm / Company	
4. Registration Number of the Firm / Memorandum & Article of Association of the Company (attached a photo copy)	
5. Telephone / Fax No. / Email ID / Web site of the Company	
6. PAN / TIN number (attached a photo copy)	
7. GST number (attached a photo copy)	
8. Attached copy of ITR for the last three years	
9. Annual Turnover during last 3 preceding years duly certified by CA (attached copy of the balance sheet) - 2014-15, 2015-16 & 2016-17	
10. Documentary proof regarding Manufacturer / Authorized Distributor (OEM)	
11. Experience in the line (mentioned number of years) / Credential – attached list of clients.	
12. EMD Details : Demand Draft No & Date, Amount, Bank Name, Valid for the Period	
13. Valid Service Tax Registration Certificate	
14. Latest Sales Clearance Certificate	
15. Attach list of clients	

SIGNATURE OF THE BIDDER
With Address & Seal

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AUTHORIZATION LETTER FOR RELEASE OF PAYMENT
(TO BE SUBMITTED SEPARATELY IN TECHNICAL BID ENVELOP)

Payee Particulars	Name of Payee as in Bank Account	
	Address :	
	Telephone / Fax No. with STD Code	
Bank details	Name of the Bank	
	Bank Branch Address (Full address & telephone no.)	
	Mode of electronic transfer available	
	RTGS NIFD any other	
	IFSC Code	
	MICR Code	

SIGNATURE OF THE BIDDER _____

With Seal

Name : _____

Account number has been verified by me _____

Manager (Bank branch maintain the account)

Schedule – B

Sr. No.	Particular	Item Description	Qty.	Deviation in the proposed Equipments/ Machinery by the Bidder	Estimated Cost per Unit `.	Total Cost
01.	<p>Grass Cutter (International Standard/BCCI Approved/Approved by authorized Govt. Agency) with minimum one year warranty and on site service (Free of cost)</p>	<p>Cutting Width : 760 mm (30") Engine : Petrol 208cc recoil start. Option of battery starts also available. Cutting Height: 10 mm – 40 mm, Cylinder Blade: 8 bladed, all welded high carbon spring steel hardened and tempered to 45HRC. Mounted on greaseable bearings. Bed Knife blade: EN8 Hardened and tempered to 45 HRC. Transmission: Belt drive, Drive Clutch: Handle mounted lever operating to tight and loose. Triple V-belt via adjustable cable. Cutter clutch: Handle mounted lever operating to tight and loose the V-belt, Overall length: 1280 mm, Overall Height: 1010 mm, Overall Width: 1241 mm, Grass box: Front large capacity with fiber molded with steel frame reinforced, Rear roller: Three piece steel section, rubber covered. Front roller: special alloy aluminum roller fitted on sealed bearings, Ride on seat: quick detachable type.</p>	01			
Total `.						