

**DR. AMBEDKAR INSTITUTE OF HOTEL MANAGEMENT
SECTOR – 42D, CHANDIGARH
PHONE NO: 0172-2604833**

TENDER NOTICE

Tender Form for “**Purchase of Bakery Equipments**”.

Name & Address (Mailing)

Phone No.

Place of work with Address

(Commercial)

To be uploaded by **11/02/2020 upto 04:00 PM**

To be opened on **13/02/2020 at 11 AM**

Wherever the term “prescribed date & time” for submission of original EMD in the office referred to, it implies 11.02.2020 upto 4.00 P.M. only.

TERMS AND CONDITIONS:

1. The tender must be accompanied by earnest money of Rs.**25,000/-** (Rupees Twenty Five Thousand only) in the shape of Bank Draft / Pay Order on any Scheduled Bank drawn in favour of **PRINCIPAL DR. AMBEDKAR INSTITUTE OF HOTEL MANAGEMENT, CHANDIGARH :-**

The amount of earnest money shall not be accepted through cheque. The amount of earnest money, if any, lying with the Institute or any other pending amount will not be adjusted against the present tender. The earnest money of the successful tenderer(s) shall be converted into performance security and shall be refunded without interest after the

faithfully execution/completion of the contract.

The security deposit @ 5 % of the value has to be deposited by the successful tenderer which will be refunded after one year from the date of supply. The earnest money deposited by the tenderer will be adjusted against the security deposit and the balance amount will have to be deposited within five days of issuance of Purchase order. No interest will be paid on Security Deposit.

2. GST “if applicable shall be paid extra on total amount of bill. However, 2% TDS before GST will be deducted from the bill under Section 51 of the GST Act, 2017.
3. Tenders without earnest money shall not be entertained.
4. The number of items and quantity thereof mentioned in the BOQ are tentative/indicative and can be increased/decreased as per requirement of the Institute. The Institute also reserves the right to withdraw any item mentioned in the BOQ and no compensation shall be payable for the same.

05 Tender(s) should be uploaded upto the date as indicated in the notice.

The tender will be in two parts i.e. Technical Bid (Part ‘A’) and Financial Bid (Part ‘B’). The Technical Bid should contain the technical details like address and Telephone No. of manufacturer/supplier or their authorized sales distributors from where the supplies are proposed to be made, details of EMD (DD/Pay Order No., date, amount etc.), storage arrangements, clients list and any other relevant information. The Financial Bid will contain only the Financial Bid in the enclosed proforma.

The Technical Bid will be opened on 13/02/2020. After assessing the technical details, Institute will short list the parties fulfilling the technical criteria laid down for the purpose. The Financial Bid of only these technically short listed parties will be opened on suitable date after intimating such short listed parties. The decision of short listing of technical bid by purchase committee will be final and binding on all.

- 06 The validity of tender shall be for 90 days from the date of receipt. The finally approved and determined rates will remain in force upto 3 Months from the date of award of contract with a provision to extend further for a period of three months at the same rates

approved by the Institute. **The Institute will not entertain any request for the increase of rates on account of increase of rate of GST, natural calamity, strike, other levies or any other reasons, whatsoever, during the period of contract. Any new tax imposed during the currency of contract will, however, be considered. .**

- 07 In case of any reduction in the rate of GST in respect of any item(s) under this tender in pursuance of General Budget for the year 2020-21, the reduced excise duty, taxes shall be applicable for that particular item(s) irrespective of the approved rates contained in the contract letter.
08. The rates quoted should be F.O.R Institute irrespective of quantity ordered.
09. The Institute shall not be in any manner concerned with internal affairs of the tenderers i.e. dispute and dissolution, etc. or affairs concerning any other (third) party that supplier may be having.
10. The tenderer shall be duty bound to affect the supply of items contracted for to the extent indented during the contract period.
11. The contract, if awarded, for specific period, can be terminated at any time without assigning any reason, whatsoever, even before the expiry of the contract period.
12. The aforementioned terms & conditions shall be binding and operative between the tenderer (supplier) and the Institute.
13. Telephonic/ Conditional tenders without earnest money are not acceptable.
14. In case of non acceptance of contract, the earnest money will be forfeited.
15. In case the tenderer is an authorized sales distributors he has to submit a certificate from the manufacturer in this regard with the technical bid.
- 16. Warranty**

The warranty period shall be counted from the date of installation at site. No tender forms shall be issued by the AIHM and the same shall have to be downloaded by the e-tenderer from the official website.

17. The AIHM reserves the right to accept or reject any or all the tenders without assigning any reason.
18. All disputes concerning in any way with these tenders are subject to Chandigarh Jurisdiction only.
19. No claim will be entertained from the supplier in case of mistake in description, rates, units, on account of typing or comparison or over writing, if there is any mistake regarding description, rates, units, will be rectified at any stage.
20. The rates quoted should be inclusive of all taxes duties and other statutory taxes etc. Any variation in the statutory charges shall be borne by the contractor without any extra cost to the Institute.
21. In case of violation of any conditions mentioned above, the contract can be terminated fully or partially in the interest of public after according to the agency a reasonable opportunity of being heard.

(Sitesh Srivastav)
Principal

PROCEDURE FOR e-tendering

1. The Bids shall be received electronically only through the website **etenders.chd.nic.in**.
2. Bid Document can be downloaded from the website of Chandigarh Administration **http://etenders.chd.nic.in/nicgep**.
3. The Bidders shall have to submit their Bids (Technical Bid & Financial Bid) online in Electronic Format with Digital Signatures. For participation in the e-tendering process, the Bidders need to register themselves on **http://etenders.chd.nic.in/nicgep**. On registration they will be provided with a user ID and a system generated password enabling them to submit their Bids online using Digital System Certificate (DSC).
4. The Bids shall be uploaded in Electronic Format on the website **http://etenders.chd.nic.in/nicgep**. Scanned copies of Tender Fee, Earnest Money Deposit, Document and Eligibility Documents shall also be uploaded alongwith Technical Bid within prescribed time limit.
5. Tender Fee and EMD in original as uploaded by the Bidder shall be placed in the manner as described in the Bid Documents and shall be submitted in person by the specified date and time in Chandigarh Institute of Hotel Management, Sector-42-D, Chandigarh. The Agency who fails to submit the EMD as mentioned above, in physical form on or before the prescribed date will be declared as ineligible and the Bid submitted by them shall be declared as invalid.
6. The Agency has to produce the original documents as and when asked for by the Institute. The failure of the Agency to furnish the said original documents will entail summarily rejection of its tender.
7. Instructions to Bidders regarding e-tendering process:
 - (a) Tenders without digital signatures will not be accepted by the Electronic Tendering system. **No Tender will be accepted in physical form and in case it has been submitted in the physical form it shall be rejected summarily.**

- (b) Bids will be opened on lines as per time schedule mentioned above.
- (c) Before submission of online Bids, Bidders must ensure that scanned copies of all the necessary documents have been uploaded with the Bid.
- (d) It will be mandatory for all the Bidders to upload all the documents **mentioned under 'Tender Details' template.**
- (e) Institute will not be responsible for any delay in online submission of the Bids due to any reason whatsoever.
- (f) The details of Tender Fee & EMD specified in the Tender documents should be the same as submitted online (scanned copies) otherwise tender will be rejected summarily.

For any technical issue related to Electronic Tendering Portal, Bidders may contact IT Cell, The Department of Information Technology (DIT), Additional Deluxe Building, 5th Floor, Sector-9, Chandigarh, or email at etender@chd.nic.in, Phone No.0172-2740641, 0172-2740005.

TECHNICAL DETAILS OF THE TENDERER
TECHNICAL BID(PART 'A')

DR. AMBEDKAR INSTITUTE OF HOTEL MANAGEMENT,
SECTOR 42-D, CHANDIGARH
PH.NO.0172-2604833

1. Earnest Money Deposit
2. Details of Tenderer – Name, Father's Name, Name of Firm, Complete Address and Contact Number.
 - a) Copy of PAN / TAN Number of Firm
 - b) Copy of GST Number
 - C) Registration No. of the Firm with documentary proof
3. Transportation Arrangements
4. List of three Clients along with performance certificates certifying that the applicant firm has executed a contract satisfactorily
5. Does your Firm have average annual turnover of INR 1 Crore in preceding three financial years (Copy of P&L Account to be attached)
6. Copy of Income Tax return of last Three years.
- 7 Any other information, terms and conditions that tenderer may like to add.

Note:- Please upload the scanned copy/copies of above said information online as a Technical Bid.