

POLICE

HEADQUARTERS

J&K

SRINAGAR

Gist of e-NIT NO. 35 OF 2016

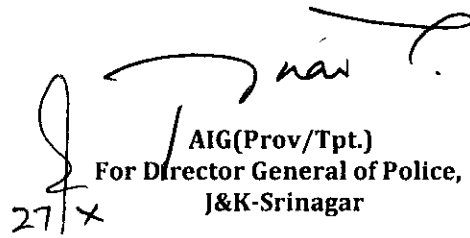
DATED: 27 .10. 2016.

(SBD)

1 For and on behalf of the Governor of Jammu & Kashmir State, online tenders (e-tenders) are invited from reputed vendors/firms/entities for **procurement of sixteen (16) nos. Hot & Cold Split Air Conditioners of 2-Ton capacity**. The e-NIT consisting of qualifying information, eligibility criteria, Bill of quantities, (B.O.Q) , Set of terms and conditions of contract and other details can be seen/ downloaded from the J&K State e-Procurement Portal www.jktenders.gov.in from **29.10.2016 (1400 hours)** to **19.11.2016 upto 1600 hours**. Bidders submitting their bids on-line shall only be accepted and no document other than those mentioned in the e-NIT shall be accepted manually.

The tenders (technical bids only) will be opened **online on 21.11.2016 at 1200 hours** at Police Headquarters J&K Gulshan Ground Jammu. In case of unforeseen circumstances, the date of opening will be next working day or as notified separately.

Detailed tender documents (SBD) with terms and conditions are available on J&K State e-Procurement Portal www.jktenders.gov.in.

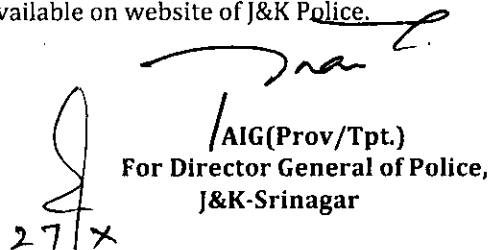

AIG(Prov/Tpt.)
For Director General of Police,
J&K-Srinagar
27/x

No. Prov-II/Elect-09/2016-17/63043-60

Dated: 27.10.2016.

Copy to the:-

1. Principal Secretary to Govt. Home Department J&K Srinagar
2. ADGP Security/Armed J&K Srinagar
3. All IsGP J&K Police
.....for favour of information.
4. Director Information J&K Srinagar alongwith copy of Gist for information with the request to arrange the publication of Gist of the NIT in National Dailies viz, The Hindu, Decan Herald, Hindustan Times , Indian Express and in local Newspapers i.e. (Greater Kashmir in Srinagar) and Excelsior in Jammu) and Tender Journals etc for wide publicity. The payment for publication in National Dailies shall be made by the PHQ against bills.
5. Director Door Darshan Jammu/Srinagar and Station Director Radio Kashmir Srinagar/Jammu for putting the tender notice on air for three consecutive days.
6. S.O.e-ProcurementPHQ,J&K for information and n/action.
7. S.O(IT)PHQ,J&K for posting the e-NIT available on website of J&K Police.


AIG(Prov/Tpt.)
For Director General of Police,
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27/x

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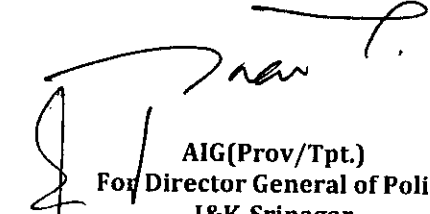
S.No.	Particulars	Details
01	Date of commencement of downloading of e-Tender document/e-NIT.	The e-NIT can be seen/downloaded from J&K State e-Procurement Portal www.jktenders.gov.in from 29.10.2016 at 1400 hours.
02	Last date and time for submission of on-line bids and receipt of samples	19.11.2016 upto 1600 hours upto 1600 hours.
03	Time/date and place of on-line opening of Technical bids only.	21.11.2016 at 1200 hours at J&K Police Headquarters Complex Gulshan Ground Jammu.
05	Pre-bid meeting, if any	If convened. Will be communicated later-on.
	Validity of the tender offer	Upto 31.12.2017.

2. Prospective bidders shall submit sample for each item quoted. They will ensure that samples submitted by them fully conform to all the parameters of the e-NIT specifications.
3. Offers received without tender sample or in case the tender sample is received after due date and time for receipt of tenders shall **not be accepted**.
4. All tender sample/s should have a card affixed to it duly signed and stamped by the firm indicating (i) Name of the firm (ii) Tender No. (iii) Date of opening of tender and (iv) Name of the item, make and model (where ever applicable).
5. Samples shall be without any kind of Marking/Sing/Symbol/Blot/Scratch/Stain etc. Samples not conforming to this Clause shall be rejected.
6. Tender samples of the tenderer whose offer has not been accepted may be collected on letter head of the firm, duly stamped, signed and attested by the tenderer. In case sample/s are not collected within the period of rate validity of this tender, the sample will be disposed off without any cost or liability to J&K Police.
7. The tenders shall be properly sealed and addressed to **AIG (Prov/Tpt), C/O Director General of Police J&K, Peerbagh Srinagar/Gulshan Ground Jammu**. The tender envelopes shall be superscripted "**Tender no. & date for "Hot & Cold Split Air Conditioners.**"
8. **Tender Fees.**
The **Tender Fee** has been fixed at **Rs.2000/-** in the shape of **Call Deposit Receipt valid at call** favouring Chief Accounts Officer PHQ, J&K payable at Srinagar/Jammu. The tender fee is non refundable and the same will be deposited into Govt. Treasury under Head 0055-Police for the year 2016-17.

	<p>The local SSI units are required to pay the tender fee prescribed as per J&K Govt rules. However, the Govt/Semi-Govt. concerns of the J&K State claiming exemption shall append authenticated orders, certificates etc. issued by competent authority in support of their claim. Tenders without tender fee shall be rejected.</p>
9.	<p><u>Earnest Money Deposit (EMD)</u> The intending tenderer/s will have to send the Earnest Money of Rs.50,000.00 (rupees fifty thousand only) in shape of Call Deposit Receipt valid at call from any nationalized bank pledged to AIG (Prov/Tpt) PHQ J&K with the tender offer. The earnest money in the case of unsuccessful tenderer shall be released after finalization of Tenders, where-as in the case of successful tenderers, it will be adjusted towards the security money (required to be deposited) on application, for due performance of the agreed contract. No interest shall be payable by purchaser on the EMD deposited by the tenderer).</p> <p>The J&K Govt. rules with regard to furnishing of EMD in respect of local Registered SSI units shall be applicable in letter and spirit. The local SSI units are required to pay the EMD prescribed as per J&K Govt rules which at present is 2% of the value of contract or Rs 5000/- whichever is less. For the purpose, SSI units shall have to furnish registration certificate and Functional Certificate of SSI Unit, issued by the competent authority with their tender offer failing which the benefits of SSI units will not be allowed.</p> <p>The Government/ Semi Govt. or similar other concerns, claiming exemption from the payment of EMD shall have to append duly authenticated orders, certificate etc. from competent authority supporting their claims. Tenders without EMD shall be rejected</p>
10.	Rates quoted by the firms should be on firm price basis.
11.	Firms shall clearly indicate different taxes, duties, charges which they propose to charge as per the format of Bill of Quantity (BOQ) available with the e-tender, <i>moreover online generation of financial comparative (BOQ Chart) is of indicative nature only and not conclusive. The detailed financial comparative (BOQ Chart) shall be worked out by department and will be uploaded on the website for general information of all the Tenderers.</i>
12.	The approved firm shall be deemed to have fully understood the conditions, specifications and in case of any doubt may seek clarification;
13.	No conditional tender will be accepted/ entertained and shall be outrightly rejected. No other condition than those mentioned (in the terms set-forth) will be entertained;
14.	Purchaser reserves the right to get the credentials of all the firms re-verified irrespective of the registration status.
15.	Purchaser reserves the right to cancel/reject or scrap any or all the tenders, reasonable logical discretion with the purchaser shall remain intact for safe guarding the Govt. interests.
<u>TWO BID SYSTEM;</u>	
All bidders are required to submit their offers in two covers as under:-	
(A) <u>FIRST COVER (Technical Bid)</u> is to be uploaded Online as Scan Copies in PDF format should contain the following:-	
i.	Tender documents all pages duly completed and signed BUT WITHOUT INDICATING THE RATES QUOTED.
ii.	Self attested Scanned copy of Earnest Money. Original be sent through speed post.
iii.	Self attested Scanned copy of Tender Fees. Original be sent through speed post.
iv.	Self attested Scanned copy of valid PAN Card.
v.	Self attested scanned copies of Income Tax Returns for the last three (03) Financial Years i.e. Financial Year 2013-14, 2014-15 and 2015-16.
vi.	Self attested Scanned copies of Certified/Audited Financial Statement i.e Bank Statement, P&L A/C/Balance Sheet indicating the Credit worthiness of the Vendor clearly indicating the Annual Turnover/Gross Receipts of last three (03) Financial Years i.e Financial Year 2013-14, 2014-15 and 2015-16.
vii.	Technical specifications of the items quoted

viii.	Registration certificate/Industrial Licence of original firms with due validity, for the items quoted
ix.	Certificate of being authorized dealer having proper authorization of the registered firm (as per Appendix-I) to quote against the particular item of the tender.
x.	Authorized Dealer having authorization to quote against this tender, shall furnish his Registration Certification with Central/State/Sales/Service Tax department for the particular item.
xi.	Scan copy of the NIT, all pages duly signed & stamped by the tenderer, in token of having understood and accepted the specifications, terms & conditions of the NIT.
xii.	Performance statement for last three years as APPENDIX-II of this NIT.
xiii.	Check list for tenders as per APPENDIX-III .
xiv.	Any other relevant document which the firm wishes to submit.
B) SECOND COVER (Commercial/Price Bid) should contain the following;-	
i.	Rate quoted by the firm which should be on firm price basis as per Bill of Quantities (BOQ) of the e-tender to be downloaded from the website and Rates should be carefully quoted offline and then uploaded. The Zero basic cost quoted for any item in BOQ will be treated as Nil quoted.
ii.	Rates quoted shall be valid upto 31.12.2017 .
16. On due date of on-line opening of tenders i.e. 21.11.2016 at 1200hours , only technical bid shall be opened and the technical evaluation process will start. Those who qualify the technical bid will be informed online with the announcement of financial bid opening date.	
17. Security Deposit. The approved firm will have to furnish security deposit of Rs.50,000/- in the shape of Call Deposit Receipt valid on call from a Nationalized /scheduled Bank, at the time of signing of Deed of Agreement to ensure satisfactory performance of the contract. This security deposit will be released after one year of successful completion of contract. The charges on stamps etc. (cost of documents in totality) shall be borne by the approved bidder/tenderer while executing the agreement. (No interest shall be paid by the purchaser on the Security deposit). J&K Govt Rules for Security Deposit in respect of local SSI Units shall be applicable.	
18. As soon as the acceptance of the tender is communicated to the successful tender online, the contract shall be binding on him. The earnest money of the tenderer who backs out or withdraw his tender or fails to abide by it after acceptance thereof is communicated/posted to him shall be forfeited besides other penal remedies that may be available to the Govt. of the J&K under the law for the time being in force in the State of J&K;	
19. The successful tenderer shall have to enter into an agreement on prescribed proforma (immediately after the issuance of work/job order) with the Department for due performance of the contract.	
20. The tenderer is required to furnish an authenticated copy of Sales Tax/ VAT clearance certificates and PAN and VAT registration certificate(alongwith the tender offer and at the time of payments) for the year 2015-16. The PHQ shall be at liberty to put to scrutiny, verification etc. the Sales tax /VAT clearance so furnished by the successful tenderer.	
21. The authorities reserve absolute powers to reject or accept any tender or part thereof without assigning any reason and without any legal obligations. Any clause incorporated in the tender (not conforming to the e-NIT in any manner) shall make such an offer liable for rejection. Therefore, all the terms and conditions of the tender Notice including technical specification shall be carefully studied for the sake of complete and comprehensive tender. Failure to comply with any of the conditions stipulated herein above or instructions or the offer with insufficient particulars/documents shall lead to out-right rejection of the tender.	
22. If after the registration/placement of orders/execution of the agreement and formally depositing the security money, the tenderer backs out or fails to execute the contract/work order, the security deposit will be forfeited besides any other penal measure the department may take as per norms;	
23. The formal deed incorporating the terms of the contract will be executed by the successful tenderer immediately after receipt of work order.	

24. If the successful tenderer fails to execute the contract within the stipulated period as mentioned in the supply order, the department shall be at liberty to re-tender or other wise at his risk and cost. The department may give 15 days notice to the approved bidder in writing to make the loss good.
25. All legal proceedings arising out of any dispute between the parties shall have to be settled in the Courts situated in Jammu and Srinagar and not elsewhere;
26. It shall be incumbent upon the supplier to execute the work order, in conformity with the provisions as provided in the e-NIT.
27. The approved bidder/tenderer shall not sublet the contract or any part thereof to any other agency;
28. The Department reserves the right to add or suitably modify the terms and conditions at any stage before the offers are received/last date for submission of bids as per exigencies and hence above shall not be construed as all inclusive.
29. The detailed NIT, SBD and BOQ is available on J&K State e-Procurement portal www.jktenders.gov.in . In case of any clarification, please contact on Phone no. 0191-2459029 and Fax no: 0191-2459255 from 07.11.2016.

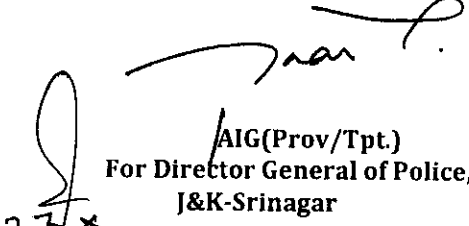

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 AIG(Prov/Tpt.)
 For Director General of Police,
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APPENDIX-I

FORMAT OF AUTHORIZATION LETTER/CERTIFICATE:

TO,

The Director General,
J&K Police, Hqrs. Jammu/Srinagar.

Subject;- _____

Sir,

Please refer to your tender enquiry (NIT) No----dated-----.

2. We _____ who are proven and reputable vendors/firms/entities of _____ (name and description of the contract offered in the tender) having factories at _____ hereby authorize M/s _____ (name and address of the agent) to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred tender enquiry documents for the above said contract.
3. We further confirm that no vendor or firm or individual other than M/s _____ (name and address of the above agent/dealer) is authorized to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred tender enquiry documents for the above said contract.

Yours faithfully,

Signature with date, name and designation
For and on behalf of M/s _____
(Name and address of the firm/vendor)

Note:-

1. This letter should be on the letter head of the manufacturing firm and should be signed by the person who is competent having the power of attorney.
2. Scan copy of the original letter must be attached with tender documents.

SIGNATURE OF THE TENDERER.

APPENDIX-II
Performance statement for last three years.

Name of the firm	
Description of contract	
Quantity on order	
Value	
Work order completion date as per supply order(to be accompanied with a certificate of the State Police/Central PMF for which work has been executed)	
Contract completed/finalized within original schedule.	
Final completion date of work order.	
Reasons for delay in completion (if any)	

Signature of Tenderer

APPENDIX-III

General instruction/CHECK LIST FOR TENDERERS;

Before submission of tender documents, the tenderers should check whether they have complied with the following requirements of otherwise:-

S.No	Requirement to be checked before submission of the tender	Complied (Please indicate YES or NO after complying with the requirement.
1.	The tenderers for their own ease shall fill in relevant details of NIT offline & upload the same after ensuring accuracy	
2.	Whether tender fee scan copy is enclosed, with the technical bid?	
3.	Whether Earnest Money Deposit (EMD) scan copy is enclosed with the technical bid?	
4.	If an SSI Unit, the same is indicated in the tender and scan copy of valid registration certificate is enclosed or not?	
5.	Whether scanned copy of complete tender documents are uploaded in the technical bid duly signed having official seal on all pages or not?	
6.	Whether tender documents are submitted in two bid system i.e. Technical and Financial Bids separately as per tender enquiry or not?	
7.	Whether offer validity as required in tender enquiry is accepted and indicated in your tender document or not?	
8.	Whether terms of completion period as required in tender enquiry is accepted and indicated in your tender document or not?	
9.	Whether payment terms as required in the tender enquiry is accepted and indicated in your tender document or not?	
10.	Whether compliance statement in the format as required in tender enquiry is enclosed with the supporting technical documents/proof, for each point/parameter or not?	
11.	Whether performance statement for last 3 years as required in tender enquiry in the format is enclosed or not. If not, reason thereof is given?	
12.	(a) Status of tenderer as to whether manufacturer or manufacturer's authorized agent is indicated in your tender document. If authorised agent/dealer, valid authority letter for the stores offered from the manufacturer is enclosed or not.	
13.	If called for in the T.E. whether acceptance of functional demo/field trial clause, is specified in your tender document or not?	
14.	Whether indicated in the tender document, if your firm's business dealings is banned by any Govt/Private agency or recommended for blacklisting or not?	
15.	The complete commercial quote should be in Indian Rupees only. Currency of price should be clearly mentioned (wherever applicable).	
16.	Tenderers are required to indicate Basic Rate, Service Tax/VAT and any other leviable taxes/charges separately in the relevant columns of the BOQ.	
17.	Tenderer will attach justification of price quoted which should include the recently executed contracts of the store in question with Govt/Semi Govt Organizations etc.	

18.	No column should be left blank. Wherever amount is not quoted, the column should be clearly marked as 'Nil'.	
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S No	Sensitive Documents part of Technical bid	Non Sensitive Documents
1.	Valid registration certificate/industrial license of original manufacturer for the items quoted	Performance statement of three years
2.	Valid authorization letter of original manufacturer in case of approved dealer	Govt. supply orders for same if any
3.	Valid registration certificate of approved dealer with central/state sales tax department for the items quoted	Income tax clearance
4.	Vat clearance	
5.	SSI unit -registration certificate	
6.	SSI unit - functional certificate	
7.	Scanned copies of EMD and Tender Fee	
8.	Scanned copy of NIT duly Signed & sealed	

SIGNATURE OF THE TENDERER WITH SEAL