

# S P FOUNDATION

At/PO: Rohibanka, Nayagarh 752090, Odisha

Mobile: 08249620953 E-mail: [spfoundation@yahoo.com](mailto:spfoundation@yahoo.com) Website: [www.spfoundationindia.org](http://www.spfoundationindia.org)

Notice Inviting Tender (NIT) No. 921/SPF/2020/CLUSTER

TENDER FOR SUPPLY ERRECTION AND COMMISSIONING OF  
MACHINERIES, EQUIPMENT AND ACCESSORIES  
FOR  
COMMON FACILITY CENTRE  
OF  
ROHIBANKA BAMBOO-CRAFT CLUSTER, NAYAGARH, ODISHA  
ON TURNKEY BASIS

Under SFURTI scheme of Ministry of MSME, Govt. of India

## Nodal Agency

Institute of Entrepreneurship Development (IED) Odisha

Website: [www.iedodisha.nic.in](http://www.iedodisha.nic.in)

## Technical Agency

Entrepreneurship Development Institute of India (EDII)

Email Id: [ediero@ediindia.org](mailto:ediero@ediindia.org) Website: [www.ediindia.org](http://www.ediindia.org)

## **NOTICE INVITING TENDER**

NIT No. **921/SPF/2020/CLUSTER**

Date: 21.11.2020

S P Foundation, At-Guhalapada, P.O./P.S. Nimapara, Puri-752106, Odisha invites Tender in a sealed cover under two bid system i.e. Technical Bid & Financial Bid from Manufacturers/ OEMs/ Authorized Distributors/suppliers for supply, installation, testing, commissioning and trial running of the machinery and equipment for Common Facility Centre for **Rohibanka Bamboo-craft Cluster, Nayagarh** at Plot No-2714/3863, At /P.o/Mouza-Rohibanka, Nayagarh- 752090 Odisha for Maa Durga Bamboo Foundation (SPV). Detailed bid documents may be downloaded from the website [www.spfoundationindia.org](http://www.spfoundationindia.org) and same can be submitted along with Tender fees in shape of Demand Draft.

Date of Commencement of Tender	Last Date of and time of Submission of Tender	Date & Time for opening of Tender	Cost of Tender Paper
<b>21-11-2020 at 10:30 am</b>	<b>11-12-2020 at 3 pm</b>	<b>14-12-2020 at 11 am</b>	<b>Rs. 5000/-</b>

Any corrigendum/addendum/information related to this NIT will only be uploaded in the given website and will not be published in Newspapers. The authority reserved the right to accept/reject any part or all the bids without assigning any reason thereof. The authority has the right to increase/decrease/ cancel the quantity of procurement of the equipment/instruments without assigning any reason thereof.

Ph: 08249620953

Sd/-  
S P FOUNDATION

Date & Time of Release of Tender	<b>21-11-2020</b>	10:30 am
Last Date & Time for Submission of Bid	<b>11-12-2020</b>	3:00 pm
Date & Time of Opening of Bid (Technical Bid Only)	<b>14-12-2020</b>	11:00 am

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**TENDER FOR THE SUPPLY, ERECTION & COMMISSIONING OF MACHINERIES, EQUIPMENTS AND ITS ACCESSORIES FOR THE COMMON FACILITY CENTRE OF “ROHIBANKA BAMBOO-CRAFT CLUSTER, NAYAGARH” ON TURNKEY BASIS**

**1. Background**

**Ministry of MSME, Government of India** has formulated “**Scheme of Fund for Regeneration of Traditional Industries (SFURTI)**”, for the development of Village industries and Coir clusters in order to organize the traditional industries and artisans for their growth and long-term sustainability. **Institute of Entrepreneurship Development (IEDO)** is the Nodal Agency for the development of clusters under the scheme, undertakes the role of programme fund management, in addition to monitoring and evaluation of project implementation.

The scheme specifies the following institutional arrangement at the operational level:

A Special Purpose Vehicle (SPV) is formed to develop and manage the cluster.

An Implementing Agency (IA) is appointed to undertake scheme implementation.

A Technical Agency (TA) is designated to assist and guide the scheme implementation.

**Rohibanka Bamboo-craft Cluster, Nayagarh** is approved under the SFURTI scheme. **Maa Durga Bamboo Foundation**, having its registered office *At/PO: Rohibanka, Nayagarh 752090 Odisha* is the Special Purpose Vehicle (SPV) of the Cluster. **S P FOUNDATION** is the Implementing agency of the cluster and **Entrepreneurship Development Institute of India (EDII)** is the designated Technical agency for the cluster.

The scheme envisages establishment of upgraded production infrastructure, as the Common Facility Center (CFC), for the Handloom Cluster and stipulates the building construction and machinery procurement for the establishment of CFC should adhere the General Financial Rules (GFR) of Government of India. Accordingly, the tender procedures are being undertaken for the procurement of machineries, equipments and its accessories.

**Maa Durga Bamboo Foundation**, the Special Purpose Vehicle (SPV) of **Rohibanka Bamboo-craft Cluster, Nayagarh** , having the registered address at *At/PO: Rohibanka, Nayagarh 752090 Odisha* propose to establish a Common Facility Centre (CFC) **At Plot No-2714/3863, P.O/Mouza-Rohibanka, Nayagarh- 752090 Odisha** with the financial assistance from Government of India under SFURTI.

In this context, on behalf of SPV, **S P FOUNDATION**, the Implementing Agency (IA) of **Rohibanka Bamboo-craft Cluster, Nayagarh** , having administrative office at *At-Guhalapada, P.O./P.S. Nimapara, Puri-752106, Odisha* invites sealed tenders from reputed manufacturers/authorized dealers in “Two Cover System” for the supply, erection and commissioning of machineries, equipments and its accessories for the Common Facility Centre of **Rohibanka Bamboo-craft Cluster, Nayagarh** on turnkey basis through transparent bidding process.

**The tender comprises of 2 packages.** The Tender for each package has to be submitted separately and **each package will be considered as separate tender.** The tenderer can bid one or more packages subject to fulfilment of eligibility criteria for the respective package. The successful bidder to be selected through this tender is expected to undertake supply, erection and commissioning of machineries, equipments and its accessories as specified, for each package, in the tender. The Tender notification has been published fixing the date of opening of tender as **14/12/2020 at 11:00 am.**

## **2. Scope of Work**

a)The successful tenderer should undertake supply, erection, commissioning and trial run of machineries, equipments and its accessories for the common facility centre of Rohibanka Bamboo-craft Cluster, Nayagarh on turnkey basis. The tender comprises of 2 packages and the details are given hereunder:

### **PACKAGE 1**

<b>Sl.NO</b>	<b>MACHINE LIST</b>	<b>QUANTITY</b>
<b>A.</b>	<b><i>Bamboo Pre-Processing, Processing and Agarbatti Making</i></b>	
1	<i>Bamboo Cross Cut</i>	4
2	<i>Bamboo External Knot Removal</i>	4
3	<i>Bamboo Radial Splitter</i>	4
4	<i>Bamboo Hand/Manual Splitter</i>	4
5	<i>Bamboo Internal Knot Remover</i>	4
6	<i>Bamboo Thin Slicer</i>	4
7	<i>Bamboo Heavy Duty Slicer</i>	2
8	<i>Bamboo Round Stick Making</i>	4
9	<i>Bamboo Stick Sizing</i>	4
10	<i>Bamboo Polishing</i>	4
11	<i>Tool &amp; Cutter Grinder</i>	2
12	<i>Chemical Impregnation Plant</i>	1
13	<i>Dust Collector</i>	1
14	<i>DD Saw</i>	1
15	<i>Bamboo Sander Machine</i>	4
16	<i>Drill Machine with side attachment</i>	4
17	<i>Bundle Binder</i>	4
18	<i>Agarbatti Coating</i>	4
19	<i>Agarbatti Masala Mixing</i>	4
20	<i>Agarbatti packing Machine</i>	4
21	<i>Basket</i>	50
22	<i>Weighing Machine (100 Kg)</i>	2
23	<i>Agarbatti manual pedal machine</i>	2
24	<i>Trolleys</i>	4

25	Assembly Table	5
26	Bamboo Profile Cut Machine	4

## **PACKAGE 2**

Sl.NO	MACHINE LIST	QUANTITY
<b>A.</b>	<b>Electrical Equipment</b>	
1	Diesel Generator set	<b>1</b>

The tenderer can bid one or more packages subject to fulfilment of eligibility criteria for the respective package.

b) The detailed specification is given in Annexure-I for each package separately. The successful tenderer should adhere the schedule of supply and complete erection, commissioning and performance testing as prescribed in the schedule of supply for each package (Section 20).

c) The successful tenderer should undertake supply, erection, commissioning and performance testing of the above said machineries **At Plot No-2714/3863, P.O/Mouza-Rohibanka, Nayagarh- 752090, Odisha**

### **3. Qualification Criteria**

S.No.	Qualification Criteria	Supportive Documents
a.	Legal Entity	(i) In case of Private/Public Limited Companies <ul style="list-style-type: none"> <li>• Copy of Incorporation Certificate issued by the Registrar of Companies</li> <li>• Copy of Memorandum and Articles of Association</li> </ul> (ii) In case of Partnership firm, <ul style="list-style-type: none"> <li>• Registered Partnership deed</li> </ul> (iii) In case of Proprietorship Concern, <ul style="list-style-type: none"> <li>• Copy of Udyog Aadhaar (or Udyam Registration)/ GST Registration Certificate/ PAN Card.</li> </ul>
b.	Manufacturer/ authorized dealer of Original Manufacturer of the machinery.	(i) In case of Manufacturer, <ul style="list-style-type: none"> <li>• Copy of Udyog Aadhaar (or Udyam Registration) / GST registration.</li> </ul> (ii) In case of Authorized dealer of the Manufacturer, <ul style="list-style-type: none"> <li>• Valid dealership certificate from OEM</li> </ul> <p>Note: GST/PAN copies should be submitted invariably.</p>
c.	Experience as on 31 <sup>st</sup> August, 2020 ( Should have at least 3 years of experience in the field of manufacture/ sales of	(i) Purchase orders issued by clients (ii) Performance certificate issued by clients (iii) List of similar orders executed in the last 3 years as per Annexure- V

	the items for which it has tendered)					
d.	<p>Average Annual Turnover in the last 3 Financial Years</p> <p>Minimum Avg. Annual</p> <table border="1"> <tr> <td><b>Package 1</b></td> <td>Rs. 90 lakh</td> </tr> <tr> <td><b>Package 2</b></td> <td>Rs. 50 lakh</td> </tr> </table> <p>Note Min. Annual Turnover is package specific, irrespective of number of packages tendered</p>	<b>Package 1</b>	Rs. 90 lakh	<b>Package 2</b>	Rs. 50 lakh	<p>(i)The average annual turnover statement duly certified by Chartered Accountant as per Annexure IV</p> <p>(ii)The Annual Report / certified copies of Balance Sheet, Profit &amp; Loss statement along with schedules for the last 3 consecutive financial years</p>
<b>Package 1</b>	Rs. 90 lakh					
<b>Package 2</b>	Rs. 50 lakh					
e.	Not Blacklisted for manufacture/supply of any item it has tendered by any Government or agency	The declaration form as per Annexure-VI should be enclosed				

#### 4. Language of the tender

The Tender prepared by the tenderer as well as all correspondences and documents relating to the Tender shall be in English language only. If the supporting documents are in a language other than English, the notarized translated English version of the documents should also be enclosed.

#### 5. Purchase of Tender Documents

- a) The tender document shall be downloaded from [www.spfoundationindia.org](http://www.spfoundationindia.org) and same can be submitted with a Tender fees of Rs. 5000/- (Rupees Two Thousand only) in the shape of Demand Draft before 11-12-2020 3:00 PM towards S P FOUNDATION payable at Nimapara. The tenderer should give a declaration for not having tampered the Tender document downloaded from Internet (as per Annexure VII).
- b) Tender document can be downloaded from **21/11/2020 to 11/12/2020**.

#### 6. Pre-Bid Meeting

Due to current COVID - 19, there will not be any pre-bidding meeting. However, the bidders are encouraged to clarify their doubts by writing to the IA - S P FOUNDATION on email or by telephonic inquiries. The potential bidders may also visit to the IA office for such clarifications. Such queries can be clarified on or before **27/11/2020**. The tenderers are advised to check [www.spfoundationindia.org](http://www.spfoundationindia.org) for up-to-date information like change in date / venue etc. as IA may not be able to identify and communicate with



the prospective bidders at this stage. Not raising queries is not a criterion for disqualification.

However, IA is at liberty to arrange for any virtual pre-bidding meeting through Video-Conferencing on request of interested bidders written to mail their Email-Id and WhatsApp /phone number to the mail Id of the IA [spfoundation@yahoo.com](mailto:spfoundation@yahoo.com) before **27/11/2020, 05.00 PM.**

## **7. Clarification on the Tender Document**

The tenderers may ask for queries in any of the clauses in the tender document before 48 hours of the opening of the tender. Such queries may be sent in writing to S P FOUNDATION, At-Guhalapada, P.O./P.S. Nimapara, Puri- 752106 Odisha or by e-mail to [spfoundation@yahoo.com](mailto:spfoundation@yahoo.com). It is binding on the part of tenderers to check the above said website for any amendment or clarification posted during the entire tender process.

## **8. Amendment of Tender Document**

IA whether on its own initiative or as a result of a query, suggestion or comment of an Applicant or a Respondent, may modify the tender document by issuing an addendum or a corrigendum at any time before the opening of the tender, with the concurrence of the tender committee. Any such addendum or corrigendum will be uploaded on [www.spfoundationindia.org](http://www.spfoundationindia.org) only and the same will be binding on all Applicants or Respondents or Tenderers, as the case may be.

## **9. Authorisation of the Tenderer**

The Tender should be signed on each page by the tenderer or by the person who is duly authorized for the same by the tenderer.

## **10. Submission of Tender**

**(a)The tender comprises of 2 packages. The tenderer can bid one or more packages.** Tender for each package have to be submitted separately and each package will be considered as separate tender. Bidders who apply multiple packages shall comply with the conditions and clauses pertaining to the respective packages and shall submit the bid for each package separately. **The Technical Specification of each package is given in Annexure I.**

**(b)Every page of the terms and conditions of the tender document should be signed and enclosed with the tender, in token of having accepted the tender conditions. Failing which the tender will be rejected summarily.**

**(c)Tenders should be submitted in two parts for each package separately:**

i. Part I will cover Technical bid and

ii. Part II will cover Financial/Price bid

(d) Tenderers should ensure submission of all documents pertaining to Part-I and Part II proposals separately as per the Check list given in Annexure-X.

(e) Tenderers are requested to place Part I and Part II documents in separate sealed covers.

Part I cover to be superscribed as **“Part I-Technical bid (Package No: )”** and Part II cover to be superscribed as **“Part II-Financial bid (Package No: )”** respectively, mentioning the name and address of the Tenderer in each of the two covers. The set of sealed covers (Part I and Part II) must be placed in a single outer cover superscribed as **“Tender for the supply, erection & commissioning of machineries, equipment and its accessories for the Common Facility Centre of Rohibanka Bamboo-craft Cluster, Nayagarh on Turnkey basis”** and addressed to **S P FOUNDATION, At - Guhalapada, PO/PS Nimapara, Puri - 752106 Odisha** mentioning the name and address of the Tenderer in the outer cover. **Tenders shall be submitted in sealed cover and unsealed tenders would summarily be rejected.**

(f) Tenders should be dropped only in the tender box kept at the office of **S P FOUNDATION, At-Guhalapada, P.O./P.S.Nimapara, Dist: Puri, Odisha, PIN-752106** on or before **03.00PM on 11/12/2020**.

(g) Alternatively, the tenders can be submitted through registered/Speed post so as to reach the above address on or before **03.00PM on 11/12/2020**. Tenders received after the specified time will not be considered and IA will not be liable or responsible for any postal delays.

(h) At tender once submitted shall not be permitted to be altered or amended.

## **11. Earnest Money Deposit (EMD)**

(a) The Tender should be accompanied by an Earnest Money Deposit (EMD) in the form of Account Payee Demand Draft drawn on any Nationalized Bank in favour of **“S P FOUNDATION”**, payable at **Nimapara**, EMD for each package is given below:

<b>S.No.</b>	<b>Package</b>	<b>EMD Amount</b>
1	Package 1	100000/-
2	Package 2	30000/-

(b) The EMD in any other form will not be accepted. The Earnest Money Deposit will be returned to the unsuccessful tenderers at the earliest on the expiry of final bid validity and latest on or before the 30<sup>th</sup> day of the award of contract.

(c) The Earnest Money Deposit will be retained in the case of successful tenderer and it will not earn any interest and will be dealt with, as provided in the terms and conditions of the tender.

(d)Any request of the tenderer, under any circumstances claiming exemption from payment of EMD will be rejected and their Part II Price offer will not be opened.

(e)If the tenderer emerges as the successful bidder and after subsequent issuance of letter of acceptance by the IA, failure to sign the agreement, to remit the Security Depositor to execute the contract as per tender conditions, will result in the forfeiture of the EMD amount remitted.

## **12. Validity**

(a)The rate quoted in the Tender should be valid for the acceptance by the IA for a minimum period of 90 days from the date of opening of the Tender.

(b)The accepted rate of the successful tenderer is valid till the entire contract is fully completed. Escalation in the rates will not be entertained under any circumstances.

## **13. Opening and evaluation of the Tender**

(a)The tender box will be closed at 03.00 PM as per the office clock **11/12/2020** and the received tenders in the tender box will only be opened.

Tenders received after specified date and time will not be accepted. The Tender will be opened by the Tender committee **at 11 am on 14/12/2020** in the presence of the available tenderers/representatives of the Tenderers who choose to be present. The venue of the Bid opening shall be at **S P FOUNDATION, At/PO: Rohibanka, Nayagarh 752090 Odisha**. The Tenderers or their authorized agents are allowed to be present at the time of opening of the Tenders.

(b)Tender Committee will inform the attested and unattested corrections, before the Tenderers and sign all such corrections in the presence of the Tenderers. If any of the Tenderers or agents not present then, in such cases the Committee will open the tender of the absentee Tenderer and take out the unattested corrections and communicate it to them. The absentee Tenderer should accept the corrections without any question whatsoever.

(c)If the date fixed for opening of the tender happens to be a Government holiday, the sealed tenders will be received up to 03.00 PM on the next working day and opened at 11 am on the same day.

(d)The Technical bid will be evaluated by the tender committee in terms of the qualification Criteria. The committee reserves the right to disqualify any of the tender in case the Committee is not satisfied with the documents furnished.

(e)IA may arrange for field inspection, if necessary, to verify their pre-qualifying conditions before opening of Part II (Financial/Price) cover and in case if any failure to satisfy the requirements, their Tender will be rejected and their Part-II Cover will not be opened.

(f)After the completion of evaluation of technical bids, the tenderers declared as qualified by the Committee, will be informed the date of opening of Price bid (Part II).

#### **14. Price Offer**

(a)The Price bid should be kept only in the Part II cover.

(b)The Price bid should be prepared as per Annexure-IX.

(c)The Price should be neatly and legibly written both in figures and words.

(d)In case of discrepancy between the Price quoted in words and figures, lower of the two shall be considered.

(e)If a bidder quotes NIL charges/consideration, the bid shall be treated as unresponsive and will not be considered.

(f)Part-II bid should not contain any commercial conditions. Variation in the commercial terms and conditions of the tender will not be accepted.

#### **15. Evaluation of the Price Bid**

(a)The Tender committee will examine for complete, properly signed and error-free nature of the Price bid (Part II)

(b)The comparison of the rates offered shall be based on the total all-inclusive rates offered (i.e. of all-inclusive rate offered for all the tendered items).

#### **16. Award of Contract**

(a)The Tenderer who has quoted lowest Price (L1) will be issued the 'Letter of Acceptance' by the Implementing Agency.

(b)In unavoidable circumstances, such as receipt of very limited bids or the Financial proposals are substantially higher than the market value/updated cost estimate or available budget, the committee may decide upon resorting to Negotiation with the lowest evaluated responsive bidder. In such cases, the Tenderer who has quoted lowest Financial (L1) will be invited for negotiations and after finalizing the negotiated rate, Letter of Acceptance will be issued.

#### **17. Security Deposit**

(a)On receipt of the Letter of Acceptance from IA, the successful tenderer should remit a Security Deposit (SD) of 5% of the value of the contract in the form of Account Payee Demand Draft from any Indian Nationalized/Scheduled Commercial Bank or irrevocable Bank Guarantee with a validity period of one year in favour of "S P FOUNDATION", payable at Nimapara, within 10 (Ten) working

days from the date of receipt of letter of acceptance. The EMD shall be adjusted with the Security Deposit.

(b) Any other amount pending with IA will not be adjusted under any circumstances, against the Security Deposit if so requested.

(c) If the Security Deposit amount is not paid within the time specified, the EMD remitted by the tenderer shall be forfeited, besides cancelling the communication of acceptance of the Tender.

(d) Security Deposit amount remitted will not earn any interest.

## 18. Agreement

The successful tenderer should execute an agreement as may be drawn up to suit the conditions on a non-judicial stamp paper of value, as prescribed in law on the date of remittance of Security Deposit and shall pay for all stamps and legal expenses incidental thereto. In the event of failure to execute the agreement, within the time prescribed, the EMD/SD amount remitted by the tenderer will be forfeited besides cancelling the Tender.

## 19. Issue of Purchase Order

After payment of Security Deposit and successful execution of the agreement, Purchase Order will be released within 7 days by the IA. The successful tenderer should complete the supply, erection & commissioning and performance test of machineries, equipments and its accessories within stipulated time from the date of receipt of Purchase Order (Section 20)

## 20. Schedule of Supply

(a) The specification of machineries, equipments and its accessories should be as per Annexure-I of the respective package.

(b) The supply, erection & commissioning and performance test of machineries, equipments, and accessories for the respective packages shall be completed within **90 days from the date of issue of purchase order**. Delay beyond this period will attract penalty.

(c) The machineries, equipments and its accessories should be delivered and installed **At Plot No-2714/3863, At/P.O/Mouza-Rohibanka Nayagarh-752090, Odisha**. The list of machineries, equipments and its accessories with quantity for each package is given below:

<b>Sl.NO</b>	<b>MACHINE LIST</b>	<b>QUANTITY</b>
<b>A.</b>	<b>Package 1: Bamboo Pre-Processing, Processing and Agarbatti Making</b>	
1	Bamboo Cross Cut	4
2	Bamboo External Knot Removal	4
3	Bamboo Radial Splitter	4

4	<i>Bamboo Hand/Manual Splitter</i>	4
5	<i>Bamboo Internal Knot Remover</i>	4
6	<i>Bamboo Thin Slicer</i>	4
7	<i>Bamboo Heavy Duty Slicer</i>	2
8	<i>Bamboo Round Stick Making</i>	4
9	<i>Bamboo Stick Sizing</i>	4
10	<i>Bamboo Polishing</i>	4
11	<i>Tool &amp; Cutter Grinder</i>	2
12	<i>Chemical Impregnation Plant</i>	1
13	<i>Dust Collector</i>	1
14	<i>DD Saw</i>	1
15	<i>Bamboo Sander Machine</i>	4
16	<i>Drill Machine with side attachment</i>	4
17	<i>Bundle Binder</i>	4
18	<i>Agarbatti Coating</i>	4
19	<i>Agarbatti Masala Mixing</i>	4
20	<i>Agarbatti packing Machine</i>	4
21	<i>Basket</i>	50
22	<i>Weighing Machine (100 Kg)</i>	2
23	<i>Agarbatti manual pedal machine</i>	2
24	<i>Trolleys</i>	4
25	<i>Assembly Table</i>	5
26	<i>Bamboo Profile Cut Machine</i>	4
<b>B.</b>	<b><i>Package 2: Electrical Equipment</i></b>	
1	<i>Diesel Generator set</i>	1

(d)If the contract is not completed within the stipulated time or extended time, Tender Committee will hold full authority to cancel the tender or take any such action that will be deemed fit to the occasion at the risk and cost of the successful tenderer. Such cancellation will entail for feature of EMD and Security Deposit.

(e)In the event of non-performance of the contractual provisions or failure to effect the supply, erection & commissioning and performance test within the stipulated time or during the extended period and if it is found that the supplier, has not fulfilled the contractual obligation with IA in any manner during the currency of the contractor also found on later date, Tender Committee reserves the right to disqualify such supplier to participate in future tenders or black list the firm upto a maximum period of 3 years.

(f)Every step will be taken by the IA to make infrastructure ready at the scheduled time of dispatch of Machinery, equipments and accessories. If there is any delay due to any reason on the part of the IA, release of payment will be considered on the basis of delivery schedule given in Purchase Order.

## 21. Performance Test

- (a)The successful tenderer shall demonstrate the performance of the machineries, equipments and accessories in complete conformity with the relevant technical specifications and performance parameters as specified in the Purchase Order.
- (b)This demonstration should be done as stipulated by the IA.
- (c)The performance tests should be completed within 30 days from the date of delivery of machineries, equipments and all accessories. However, the period of supply, erection, commissioning and performance test should not exceed the period stipulated in the schedule of supply (Section 20)

## 22. Training of Staff

- (a)The successful tenderer should provide training to Staffs on the operation and maintenance of the machineries, equipments and its accessories after completion of the performance test at no extra cost.
- (b)The successful tenderer should provide 2 hard copies and 1 soft copy of brochures & operation manuals for the machineries, equipments and its accessories to IA.

## 23. Performance Guarantee

- (a)The machineries, equipments and accessories are to be guaranteed for a period of at least 12 months from the date of completion of performance test against manufacturing defect, bad workmanship or poor performance.
- (b)During performance guarantee period of 12 months the successful tenderer should attend any call from IA immediately, in case of any problem, related to operation or malfunctioning of the machinery, equipments & accessories, without any delay for regular operation of the machinery. The above service should be done at no extra cost.
- (c)The successful tenderer should submit bank guarantee equivalent to 10% of the total value of contract valid for 1 year towards performance guarantee.
- (d)After completion of one-year performance guarantee period successfully, the performance security (bank guarantee) furnished by the tenderer will be returned to him, after recovery of dues if any.

## 24. Payment Terms

- (a) **30 % of contract value will** be paid as advance on execution of agreement against Bank Guarantee. The Tenderer should produce Bank Guarantee for the equal amount, which should be valid for a minimum period of 12 months. If necessary, the bank guarantee should be extended for the required period as requested by IA.
- (b) **40 % of the contract value** will be paid, against bills, on receipt of the complete set of machinery, equipments and accessories as per the order in fulling good condition, at the CFC site, after acceptance by the tender committee.

**(OR)**

Alternatively, the bidder may opt for **70% of Contract value** on supply of the complete set of machinery, equipments and accessories as per the order in full in good condition, at the CFC site, after acceptance by the tender committee, instead of claiming first instalment of 30% as advance payment against bank guarantee.

(c) **25 % of the contract value** will be paid on successful completion of performance test.

(d) **The balance 5 % and SD will** be released only after satisfactory completion of the entire contract and submission of bank guarantee equivalent to 10% of the total value of contract valid for 1 year towards performance guarantee.

(e) IA also reserves the right to recover any dues from the tenderer, which is found on later date, during audit/excess payment, after final settlement is made to them. The successful tenderer is liable to pay such dues to the IA immediately on demand, without raising any dispute/protest.

## **25. Penalty**

(a) Failure to execute the entire contract **within 90 days** from the date of issue of purchase order will attract a penalty of 1% per week, on the full value of the contract up to a maximum of 5%. Delays beyond that period will be viewed as violation of the contract terms and will be dealt accordingly.

(b) The response time for attending the complaint raised by IA has to be within 48 hours and resolution time for the same has to be within the next 48 hours. Failure to comply with the above timeline will attract a penalty of Rs.1000/-per day.

(c) Any delay on the part of IA should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict IA from levying penalty.

## **26. Termination of Contract**

IA reserves the right to terminate the contract at any time during the validity period on account of non-fulfilment of contractor for any of the reasons.

## **27. General Conditions**

(a) Conditional tender in any form will not be accepted.

(b) Any notice regarding any matters, to the supplier shall be deemed to be sufficiently served, if given in writing to his usual or last known place of business.

(c) The Tender Committee reserves the right to reject any or all the tenders without assigning any reason thereof.

(d) Tender committee reserves the right to relax or waive or amend any of the tender conditions.



(e)All the items of supply tendered shall be new and in any circumstance old, refurbished or second-hand machines/equipment/components will not be accepted and will be considered to be the violation of tender norms.

(f)The successful tenderer shall not out source/off load either full or part of the work to any other agency/individual, other than the mandatory requirements for the execution of the project on turnkey basis.

(g)If the performance of the tenderer is not as per the schedule, then tender committee reserves the right to cancel/reallocate full or part of the contract, at any stage of the contract execution.

## **28. Arbitration**

(a)In case of any dispute in the tender, including interpretation, if any, on the clauses of the tender or the agreement to be executed, the matter shall be referred by IA/Tenderer to an Arbitrator to be appointed by the Parties here to by mutual agreement. If no such Arbitrator could be appointed by mutual consent, the matter may then be referred to the Institute of Entrepreneurship Development Odisha (IEDO) for nominating an Arbitrator, the Arbitration proceedings being governed by the Arbitration and Conciliation (Amendment) Act 2015.

(b)The venue of the Arbitration shall be at the office of the S P FOUNDATION *At/PO: Rohibanka, Nayagarh 752090* Odisha. The decision of the Arbitrator shall be final and binding on both the parties to the Arbitration.

(c)The Arbitrator may with the mutual consent of the parties, extend the time for making the award. The award to be passed by the Arbitrator is enforceable in the court at Puri.

## **29. Jurisdiction of the Court**

Any dispute arising out of non-fulfilment of any of the terms and conditions of this Agreement or any other dispute arising out of the arbitration award will be subject to the jurisdiction of the Courts in the City of Puri only.

We agree to the above terms and conditions.

**SIGNATURE OF THE TENDERER:**

**DATE:**

**NAMEINBLOCKLETTERS:**

**DESIGNATION:**

**ADDRESS:**

**TECHNICAL SPECIFICATION****PACKAGE -1**

<b>Sl.NO</b>	<b>MACHINE LIST</b>
<b>A.</b>	<b><i>Bamboo Pre-Processing, Processing and Agarbatti Making</i></b>
<b>1</b>	<b><i>Bamboo Cross Cut</i></b> Max Dia to be cut = 8" Dimension of Machine = 3'x1.5'x4' Net Weight. In kilograms = 75 kg Maximum diameter of C. T. C. S. = 12" Power Consumption = 1.5 H. P.
<b>2</b>	<b><i>Bamboo External Knot Removal</i></b> Maximum diameter of bamboo that can be cut = 0.2 M Dimensions of the machine, in meters = 1' x 1' x 1.2' Net weight, in kilograms = 200 kg Maximum diameter of C.T.C.S. = 10"
<b>3</b>	<b><i>Bamboo Radial Splitter</i></b> Maximum length for splitting = Max. up to 4' Maximum Dia for splitting = 200 MM Dimensions of the machine = 6' x 2' x 4' Approx. weight, in kg = 300 KG Power Consumption = 3 H.P.
<b>4</b>	<b><i>Bamboo Hand/Manual Splitter</i></b> This is a manual machine used to split bamboo from 4 division to 8 division range. <ul style="list-style-type: none"> <li>• Split Outer Dia.: 8</li> <li>• Division: 4 to 16</li> <li>• Blade Fitting: Removable</li> </ul> Blade: Sharp able
<b>5</b>	<b><i>Bamboo Internal Knot Remover</i></b> Maximum diameter of bamboo that can be cut = 0.2 M Dimensions of the machine, in meters = 1' x 1' x 1.2' Net weight, in kilograms = 200 kg Maximum diameter of C.T.C.S. = 10" Power Consumption = 2 H.P.
<b>6</b>	<b><i>Bamboo Thin Slicer</i></b> Maximum Width of Bamboo Slice 35 MM = 1.5 MM to 3 MM (Thickness) Dimensions of the machine = 3' x 2' x 3' Net weight, in kg = 150 KG Power Consumption = 2 H.P.
<b>7</b>	<b><i>Bamboo Heavy Duty Slicer</i></b> Maximum Width of Bamboo Slice 35 MM = 1.5 MM to 3 MM (Thickness) Dimensions of the machine = 3' x 2' x 3' Net weight, in kg = 200 KG Power Consumption = 2 H.P.
<b>8</b>	<b><i>Bamboo Round Stick Making</i></b> Maximum width of bamboo strip = 27 MM Dimensions of the machine = 3' x 2' x 3' Net weight, in kilograms = 450 kg

	<p>Maximum thickness of slice = 2 MM  Power Consumption = 8 H.P. (3 Phase)  Carbide Cutter used Stick Making Cutter = 80 MM OD x 25.4 MM bore x 25 MM width</p>
9	<p><b><i>Bamboo Stick Sizing</i></b>  Maximum diameter of stick bundle = 100 MM  Approx. Dimensions of the machine, in meters = 1.2' x 1.2' x 1.5'  Approx. weight, in kilograms = 100 kg  Power Consumption = Manual (Paddle Type)  Labour Requirement = Unskilled  Carbide Cutter used = 12"</p>
10	<p><b><i>Bamboo Polishing</i></b>  Maximum length of the sticks that can be polished = 8" to 2'  Minimum length of the sticks that can be polished = 8"  Net weight, in kilograms = 200 Kg  Maximum weight that can be polished = 35 KG  Power consumption = 2 H. P.</p>
11	<p><b><i>Tool &amp; Cutter Grinder</i></b>  This machine is used to resharpen all the tungsten carbide cutters, tools, blades etc. This machine is fitted with all types of attachment required for resharpening the tools.  Weight of the machine – 100 KG  Total Power Consumption – 1 HP</p>
12	<p><b><i>Chemical Impregnation Plant</i></b>  Bamboo is easily susceptible to borer, fungi and insect attack within days of its felling because of the high starch level. Barring few products all other species used needs chemical treatment either for termite or for borers or for both. Different chemical preservative treatments like CCB or Boron mixture could be impregnated can be used for indoor and outdoor use. The method used is Vacuum- pressure – vacuum  Capacity of CTP- 100 cubic feet  Shell Dia- 1.2 meter  Shell length – 5 meters  External length – 15 meters  External width- 6.5 meters  Mixing Tank with Remi Agitator run by 1 Hp motor  High pressure vacuum pump- 7.5 Hp  High pressure chemical pump – 5 Hp  Trolley with track for loading and unloading  Total power required – 15</p>
13	<p><b><i>Dust Collector</i></b>  Dust collector is designed to handle high-volume dust loads, a dust collector system consists of a blower, dust filter, a filter-cleaning system, and a dust receptacle or dust removal system. It is distinguished from air purifiers, which use disposable filters to remove dust.  Bag Type: Pocket Filter  Uses/ Application: Collecting bamboo dust  Material: MS  Automation Grade: Fully Automatic  Power: 7.5 HP  Noise Level: Normal  Motor Power: 7.5 HP  No. of Bags: 2</p>
14	<p><b><i>DD Saw</i></b></p>
15	<p><b><i>Bamboo Sander Machine</i></b>  Disc Dia: 250mm</p>

	<p><i>Belt Size- 150x1220mm</i>  <i>Power Required- 1 HP 1440 RPM</i>  <i>Use Case: Sanding and polishing of Bamboo</i></p>
16	<p><b><i>Drill Machine with side attachment</i></b>  Max drilling capacity in bamboo – 35 mm  Slide capacity – 3"x8"  With Electric motor – 1 HP 1440 RPM  With drill chuck 3/4" and Sleeve and Socket, and 1 Drill Bit – 1/2"  Use Case: For drilling and sliding the Hole</p>
17	<p><b><i>Bundle Binder</i></b>  This machine is used for making bundles of the sticks. It is manually operated machine  Weight of the machine- 75 KG  Power Consumption – Manual</p>
18	<p><b><i>Agarbatti Coating</i></b>  This machine is used for coating Masala on Agarbatti round sticks. It is fully automatic machine in which we have to keep sticks one side and it will automatically pull sticks from the box and will put Masala on it.  Weight of the machine- 100 KG  Power Consumption- 1 HP  Production Capacity- 100 KG per Hour</p>
19	<p><b><i>Agarbatti Masala Mixing</i></b>  This machine is used for mixing Agarbatti Masala completely. It is made up of Stainless-Steel Body so that it does not contain any type of rusting. Raw materials which are used for making Agarbatti Masala are kept inside it and machine is then switched on and it will start rotating and mix the Agarbatti Masala completely.  Weight of the machine- 75 KG  Power Consumption- 1 HP  Production Capacity- 100 KG per Hour</p>
20	<p><b><i>Agarbatti packing Machine</i></b></p> <ul style="list-style-type: none"> <li>• Production Capacity = • up to 1000 pouch/HR</li> <li>• Machine Speed = • up to 1000 pouch/HR</li> <li>• Automation Grade = • Automatic</li> <li>• Power Required = • 1 HP</li> <li>• Incense Stick Length = • 8" to 10" (12" optional)</li> <li>• Power Capacity = • 1 HP</li> <li>• Main Motor = • 0.5 HP Single Phases</li> <li>• Compressor = • 1.5 HP (Your Scope)</li> <li>• Length of packing = • 8" to 10" (12" optional)</li> <li>• Diameter of Incense = • 2.8 mm 3.5 mm</li> <li>• Packing Roll width = • 80 to 120 mm</li> <li>• No. of sticks = • 0.02 -0.04 mm</li> </ul>
21	<p><b><i>Basket</i></b>  Multipurpose Crates Useful to carry and hold sticks.</p> <ul style="list-style-type: none"> <li>• Outer- 542 X 360 X 300 mm Inner- 510 X 327 X 290 mm</li> <li>• Material: Food Grade HDPE</li> <li>• Strong &amp; Durable</li> </ul>
22	<p><b><i>Weighing Machine (100 Kg)</i></b>  Weighing Capacity = 100 Kg  Display Type = Digital  Platform Size = 16x16 inch  Power Supply = Mains/Battery  Display = 7 Digit Display</p>

	Items in Pack = 1 Piece
23	<p><b><i>Agarbatti manual pedal machine</i></b>  This machine is used for coating Masala on Agarbatti round sticks. It is manual machine in which we have to keep sticks one side and manually insert sticks and pedal to apply masala on it.  Automation Grade = Manual  Production Capacity = 1-5 kg/hr  Item Weight = 50-75 Kg  Type of sticks = Round, Square  Machine Speed = 0-50 strokes/min</p>
24	<p><b><i>Trolleys</i></b>  L X B X H- 8 ft x 4 ft x 3 ft  Material: MS/Steel  With four number of wheel and with pulley  Load Capacity: 500 kg</p>
25	<p><b><i>Assembly Table</i></b>  Fabricated with 5mm angle and MS sheet  4 ft height for assembling the structure of board</p>
26	<p><b><i>Bamboo Profile Cut Machine</i></b>  Cutting Thickness upto 55mm  Table Size – 12''x12''  Power required – 0.5 HP 1440 RPM  Use case: To cut the bamboo in profile</p>

All the above machinery including software specifications are proposed for the required Product/Machine output/performance stated. Electric Motor should be of reputed brand, three phases with optimum output power suitable for smooth functioning, maximum production with minimum power consumption provided with starters and safety features with minimum warranty of one year. Machinery should be capable of producing the required quality and quantity prescribed. Specific Details of the machineries developed by adopting suitable technologies for quality improvement, output and reduced operational cost can be submitted on separate sheet.

The tenderer shall offer the specified machinery in this package with EQUIVALENT/SUPERIOR specifications to meet the Product/Machine output/performance requirements mentioned above in this section. Any accessories/parts/components not specifically stated in the specification but which are necessary for satisfactory operation of the machine shall deem to be included in the scope of supply.

**PACKAGE - 2**

<b>Sl.NO</b>	<b>MACHINE LIST</b>
<b>B.</b>	<b>Electrical Equipment</b>
<b>1</b>	<i>Diesel Generator set</i> Brand: Brand like Kirloskar/Cummins/Ashok Leyland or any other reputed brand with availability of authorized service centre within 30-50 km of the CFC location Noise level: Silent or Soundproof Frequency : 50Hz Voltage : 440-880 V Rating : 100 – 120 kVA Speed : 1500 RPM Type: Automatic Cooling: Air/Oil/Water

All the above machinery specifications are proposed for the required Product/Machine output/performance stated. Electric Motor should be of reputed brand, three phases with optimum output power suitable for smooth functioning, maximum production with minimum power consumption provided with starters and safety features with minimum warranty of one year. Machinery should be capable of producing the required quality and quantity prescribed. Specific Details of the machineries developed by adopting suitable technologies for quality improvement, output and reduced operational cost can be submitted on separate sheet.

The tenderer shall offer the specified machinery in this package with EQUIVALENT/ SUPERIOR specifications to meet the Product/Machine output/performance requirements mentioned above in this section. Any accessories/ parts/components not specifically stated in the specification but which are necessary for satisfactory operation of the machines shall be included in the scope of supply.

(On the Letter Head of the Tenderer)

PART-I

Date: \_\_\_\_\_

From,

Name:  
Address:  
Ph:  
Fax:  
E-mail Id:

To,

S P FOUNDATION  
At-Guhalapada, P.O./P.S. Nimapara  
Puri - 752106 Odisha

Sir,

Sub: Tender for the supply, erection and commissioning of machineries, equipments and accessories for the Common Facility Centre (CFC) of Rohibanka Bamboo-craft Cluster, Nayagarh on turnkey basis (Package No.: \_\_\_\_ ) - Submission of Part I - regarding

Ref: Your Tender Notice No..... Dated .....

With reference to your tender notice, we submit herewith our sealed Tender for the supply, erection and commissioning of machineries, equipments and accessories for the Common Facility Centre (CFC) of Rohibanka Bamboo-craft Cluster, Nayagarh on turnkey basis, as specified by IA in this tender document. The Bid includes the training to the operator/staff of the CFC.

We enclose the following documents:

- 1) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions
- 2) Demand Draft No. \_\_\_\_\_ for Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_ only), in favour of "S P FOUNDATION", drawn on \_\_\_\_\_ Bank payable at Nimapara, towards Earnest Money Deposit.
- 3) Authorisation letter from the Company for the person to sign the tender.
- 4) Details of the Tenderer (as per Annexure – III)
- 5) Average annual turnover statement duly certified by a Chartered Accountant (as per Annexure-IV)
- 6) List of similar orders executed in the last 3 years as per Annexure – V



- 7) Declaration for not being blacklisted by any Govt. agencies (as per Annexure – VI)
- 8) Declaration for not having tampered the Tender documents downloaded from the website [www.spfoundationindia.org](http://www.spfoundationindia.org) (Annexure – VII).
- 9) The copy of certificate of incorporation/registration (as applicable)
- 10) Copy of Memorandum and Articles of Association (If applicable)
- 11) Copy of Registered Partnership deed, in case of Partnership Firm (If applicable)
- 12) Copy of Udyog Aadhaar/Udyam Registration Certificate, GST Registration Certificate & PAN Card
- 13) Copy of valid dealership certificate from OEM (In case of dealer)
- 14) The Annual Report/certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 consecutive Financial Years FY 2016-17, 2017-18 and 2018-19 or 2017-18, 2018-19 and 2019-20
- 15) Latest IT Return
- 16) Notarized translated English version of the documents in a language other than English, if any.

Yours faithfully,

SIGNATURE OF THE TENDERER

Encl: As stated above

## ANNEXURE-III

## Details of the Tenderer

<b>S.No.</b>	<b>Particulars</b>	<b>Details</b>
1	Name of the Tenderer	TelephoneNumber: Fax: Email: Website,ifany
2	Contact Person	Name Designation Phone Mobile Email Id
3	Date of Incorporation/ Registration	
4	Legal Status	Proprietorship/partnership/Pvt. Limited/Public Limited/ Other (Write the relevant one)
5	Eligible License Holder of OEM/Other.	
6	Brief profile of the Tenderer	
7	No. of staff on regular pay roll	Technical: Administrative:
8	PAN Number	
9	GSTIN	
10	Whether empanelled with any Govt department like NBM etc for supply of similar items as bided for?	Yes / No If yes, cite the Registration/ Empanelment No and attach a copy of the same.

Signature of the Tenderer

(With Seal and Address)

**ANNEXURE-IV**

**ANNUAL TURNOVER STATEMENT**

The Annual turn over of M/s.....for the past three years

(either Sl.No. 1, 2 & 3, or Sl.No. 2, 3 & 4) are given below and certified that the statement is true and correct.

<b>S.No.</b>	<b>Financial Year</b>	<b>Turnover (Rs. In Lakh)</b>
1	2016-17	
2	2017-18	
3	2018-19	
4	2019-20	
	Total	
Average Annual Turnover of last 3 years		

**DATE:**

**SIGNATURE OF THE TENDERER**

**SIGNATURE OF CHARTERED ACCOUNTANT  
(with seal and Address)**

**ANNEXURE-V**

**LIST OF SIMILAR ORDERS EXECUTED IN THE PAST 3 YEARS**

*(Please provide the details for each project in separate sheet along with Purchase order/completion certificate from client)*

<b>S.No.</b>	<b>Name &amp; Address of the Client</b>	<b>Phone/Mobile No.</b>	<b>Name of the Machinery</b>	<b>Quantity supplied</b>	<b>Year of Supply</b>	<b>Purchase Order/Completion Certificate enclosed (Yes/No)</b>
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

**SIGNATURE OF THE TENDERER**

**(with seal and address)**

**DECLARATION**

Date:\_\_\_\_\_

Certified that M/s...../the firm/company or its partners/share holders had not been blacklisted by any Government Agencies.

**SIGNATURE OF THE TENDERER**

**( with seal and address)**

**DECLARATION FORM**

Date: \_\_\_\_\_

a) I/We.....having our office at..... do declare that I/We have carefully read all the conditions of tender floated by the **S P FOUNDATION** vide tender ref. no..... for the supply, erection and commissioning of machineries, equipments and its accessories for the Common Facility Centre of “**Rohibanka Bamboo-craft Cluster, Nayagarh** ” on turnkey basis and will complete the contract as per the tender conditions.

b) I/We have downloaded the tender document from the internet site [www.spfoundationindia.org](http://www.spfoundationindia.org) and I /We have not tampered / modified the tender document in any manner. In case, if the same is found to be tampered / modified, I/ We understand that my/our tender will be summarily rejected and full Earnest Money Deposit will be forfeited and I /We am/are liable to be banned from doing business with S P FOUNDATION or prosecuted.

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**PART - II**

From,

Name:  
Address:  
Ph:  
Fax:  
E-mail Id:

To,

S P FOUNDATION  
At-Guhalapada, P.O./P.S. Nimapara  
Puri - 752106 Odisha

Sir,

**Sub: Tender for the supply, erection and commissioning of machineries, equipments and accessories for the Common Facility Centre (CFC) of "Rohibanka Bamboo-craft Cluster, Nayagarh " on turnkey basis (Package Number:\_\_\_\_\_ ) - Submission of Part II - Price Offer regarding**

Ref: Our tender (technical Bid) submitted for the "supply, erection and commissioning of machineries, equipments and accessories for the Common Facility Centre (CFC) of "Rohibanka Bamboo-craft Cluster, Nayagarh" on turnkey basis"

In continuation of our above tender, we submit herewith the Price offer for the "Supply, erection and commissioning of machineries, equipments and its accessories for the Common Facility Centre of "Rohibanka Bamboo-craft Cluster, Nayagarh" on turnkey basis" as specified by IA in this tender document. The Bid includes cost of

he training to the operator/staff of the CFC.

We agree to abide by the terms and conditions stipulated by the IA and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the IA in this tender will hold good as per IA tender conditions.

Yours faithfully,

**SIGNATURE OF THE TENDERER**

**PRICE - BID (PACKAGE -1)***(for the Supply, erection and commissioning of Pre-Processing, Processing and Agarbatti Making machineries and accessories)**(Bidders to bid for the respective package)*

S. No.	Name of Machinery	Cost per Unit					Qty in Nos	Total price for all units including taxes (in Rs.)
		Basic Price	SGST	CSGST	IGST	Total price incl of taxes		
1								
2								
3								
4								
5								
6								
7								
8	Erection & Commissioning charges including transportation, loading - unloading and 7-day training to Operator / staff of CFC etc. (For entire quantity)							
	<b>Grand Total Amount (In Rs.)</b>							

Amount in words Rupees \_\_\_\_\_ only

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**Lowest Evaluated Price:** The Grand Total Cost with Taxes in the above table will be evaluated to identify the lowest evaluated price.



**PRICE - BID (PACKAGE -2)**

*(for the Supply, erection and commissioning of **Electrical Equipment** machineries and accessories)*

*(Bidders to bid for the respective package)*

S. No.	Name of Machinery	Cost per Unit					Qty in Nos	Total price for all units including taxes (in Rs.)	
		Basic Price	SGST	CSGST	IGST	Total price incl of taxes			
1									
2									
3									
4									
5									
6									
7									
8	Erection & Commissioning charges including transportation, loading-unloading and 2-day training to the operator/staff of CFC etc. (For entire quantity)								
	<b>Grand Total Amount (In Rs.)</b>								

**Amount in words** Rupees \_\_\_\_\_ only

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**Lowest Evaluated Price:** The Grand Total Cost with Taxes in the above table will be evaluated to identify the lowest evaluated price.

**CHECKLIST OF DOCUMENTS**

Documents to be enclosed in Part - 1

S.No.	Checklist	Enclosed (Yes/No)	Reference in the Bid (Page No.)
1	A covering letter on your letter head addressed to the S P FOUNDATION, (as per Annexure- II)		
2	Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions		
3	Demand Draft for Rs. /- (Rupees only), in favour of "S P FOUNDATION", payable at <b>Nimapara</b> towards Earnest Money Deposit.		
4	Authorization letter from the Company for the person to sign the tender		
5	Details of the Tenderer (as per Annexure-III)		
6	Average annual turnover statement duly certified by a Chartered Accountant(as per Annexure-IV)		
7	List of similar orders executed in the last 3 years as per Annexure-V		
8	Declaration for not having blacklisted by any other Govt. agencies (as per Annexure-VI)		
9	Declaration for not having tampered the Tender documents downloaded from the website <a href="http://www.spfoundationindia.org">www.spfoundationindia.org</a> (Annexure-VII).		
10	The copy of certificate of incorporation/registration.		
11	Copy of Memorandum and Articles of Association, if applicable		
12	Copy of Registered Partnership deed, in case of Partnership Firm		
13	Empanelment /Registration Letter from Govt department like NBM etc, if any		
14	Copy of Udyog Aadhaar, GST Registration Certificate & PAN Card		
15	Copy of valid dealership certificate from OEM (In case of dealer)		

16	Purchase Orders issued by the clients		
17	Performance certificate issued by the clients		
18	The Annual report/ certificate copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 consecutive financial years FY 2016-17, 2017-18 and 2018-19 or 2017-18, 2018-19 and 2019-2020		
19	Latest I.T return		
20	Notarized translated English version of the documents in a language other than English , if any		

Documents to be enclosed in Part - 2

S.No.	Checklist	Enclosed (Yes/No)
1	A covering letter on your letter head addressed to S P FOUNDATION (as in Annexure-VIII)	
2	Price Bid as per Annexure-IX of the Tender document	

**Both 'Part I- Technical bid' cover and 'Part II-Price bid' cover must be placed in a separate sealed cover** superscripted as "Tender for the supply, erection and commissioning of machineries, equipments and its accessories for the Common Facility Centre of Rohibanka Bamboo-craft Cluster, Nayagarh on turnkey basis (Package No: )" and addressed to " S P FOUNDATION, At-Guhalapada, P.O./P.S. Nimapara, Dist: Puri, Odisha, PIN-752106", containing the name and address of the Tenderer.

**Note: Tenders submitted in unsealed cover would summarily be rejected.**