



TENDER DOCUMENT FOR SUPPLY OF STITCHED STUDENT UNIFORMS ON RATE CONTRACT BASIS

TENDER NO.: CIPET/CSTS/VJA/STU.UNIFORMS/2022-23

LAST DATE & TIME FOR SUBMISSION OF TENDERS: 06.06.2022, 05:00 PM

**CENTRAL INSTITUTE OF PETROCHEMICALS ENGINEERING AND
TECHNOLOGY**

केंद्रीय पेट्रोकेमिकल्स इंजीनियरिंग एवं तकनीकी संस्थान

**CENTER FOR SKILLING AND TECHNICAL SUPPORT SERVICES
(CSTS): VIJAYAWADA**

कौशल एवं तकनीकी सहायता केंद्र (सि यस टि यस) : विजयवाड़ा

रसायन एवं पेट्रोसायन विभाग / Department of Chemicals & Petrochemicals

रसायन और उर्वरक मंत्रालय / Ministry of Chemicals & Fertilizers

भारत सरकार / Govt. of India

Survey No.: 377, Suramapalli, Vijayawada – 521 212

E-mail: cipetvijayawada@gmail.com

Website: www.cipet.gov.in

CIPET: CSTS , VIJAYAWADA

INTRODUCTION

Central Institute of Petrochemicals Engineering & Technology, (CIPET: CSTS , Vijayawada) is a Govt. of India Institute under Department of Chemicals & Petrochemicals, Ministry of Chemical & Fertilizers, Govt. of India engaged in Training and Research in the field of Plastics with Head Quarters and Head Office at Chennai. The Centre at Vijayawada (CIPET : CSTS, Vijayawada), invites tenders in 2 bid system (Technical and Financial Bid) for the rate contract (Valid for 01 Year) for the Item / work titled "Supply of Stitched Student Uniforms" of CIPET : CSTS, Vijayawada".

TECHNICAL SPECIFICATION

Contractor shall procure cloth, thread and all the other relevant materials, tools tackles etc. to complete the work at their own work place only. Contractor shall stitch Student uniform as per requirement and dispatch to CIPET:CSTS, Vijayawada based on measurement taken by the Tailor / Contractor at CIPET : CSTS, Vijayawada Office as per the instructions given in purchase order:

Sl.No.	Boys	Girls	Color/Code
	Description of Item	Description of Item	
1	Half Sleeve Shirt (Grasim Bhiwani Textiles Ltd.)	Kurta / Tops (Grasim Bhiwani Textiles Ltd.)	Code 095
2	Trouser (Grasim Bhiwani Textiles Ltd.)	Paijama / Trousers (Grasim Bhiwani Textiles Ltd.)	Code Q 1475898
4	-----	Shawl/Chunni of 2.25 mtrs.Lengths	Maroon
3	Over Coat/Lab Coat (S. Kumar's Economic Deluxe)	Over Coat/Lab Coat (S. Kumar's Economic Deluxe)	Shade No. 204

EXPLANATORY NOTE TO THE SCOPE OF WORK:

Description of Shirt (Boys):

Single Chest Pocket
Half Sleeve
Inter Lock Stitching
Name (CIPET) in Maroon color

Description of Trouser (Boys):

Full Trouser
Side Pockets
Inter Lock Stitching

thread printed at the edge of the pocket Provision for Belt – with full grip & 06 Loops. Two Extra Buttons (Inside) Regular Fit as per our standard sizes

TERMS AND CONDITIONS / INSTRUCTIONS TO BIDDER

(To be signed and enclosed along with the Technical bid)

1. The Tenderer should submit his application in two bid system i.e. TECHNICAL BID and FINANCIAL BID. Both the bids should be kept in separate envelopes and the enveloped should be superscripted with the details of the bid.
2. The tenderer is expected to examine all instructions, forms, terms and specifications in the Tender Documents. Failure to furnish all information required for the Tender Documents or submission of a Tender not substantially responsive to the Tender Documents in every respect will be at the Tenderer's risk and may result in rejection of the Tender.
3. The purchaser shall not be liable for any expenses whatsoever incurred by the Tenderer in the preparation of the tender whether his tender is accepted or not even if the purchaser opts for complete withdrawal of invitation of Tender.
4. Supply must be taken at CIPET:CSTS, Vijayawada premises as per the details provided by CIPET Authority at the expense of the bidder. CIPET will not be liable for any additional expenses incurred in this regard.
5. Any Tender received after the last date for submission prescribed in the tender, will be rejected. Conditional tender will be summarily rejected without prejudice so bidders are advised to quote the price as per N.I.T. conditions only.
6. The rate contract quoted by the L1 bidder shall be initially valid for 06 months from the date of issue of Purchase order and the same may be extended for further 06 months as per the discretion of the competent authority of the Centre. However, if CIPET: CSTS, Vijayawada is willing to terminate the rate contract, can terminate the same with intimation to the L1 bidder without assigning any reasons immediately. If the L1 bidder wants to terminate the rate contract with in applicability period, the performance security of the L1 bidder shall be forfeited.
- 7. The Qty of Uniforms to be supplied to the institute and the delivery Schedule should be as per the Purchase Order issued from this office from time-to-time.**
8. The cost of tender document is Rs. 500/- Plus GST @ 18%(Non Refundable)
9. TDS (Tax Deducted at Source), GST (TDS) and other applicable taxes will be deducted as per prevailing rules and regulations of the Government, as applicable.

CIPET: CSTS, VIJAYAWADA

10. Bank details of CIPET : CSTS, Vijayawada for NEFT/RTGS purpose:

- a. Name of the Account : CIPET VTC VIJAYAWADA
- b. Bank Name : SBI
- c. Account No : 34977031901
- d. IFSC Code : SBIN0005947
- e. Address :SBI SME BRANCH, NEAR SAI HOTEL CENTRE, AUTONAGAR, VIJAYAWADA, ANDHRA PRADESH

11. CIPET will notify the successful Tenderer in writing by registered letter / fax / e -mail to be confirmed that his tender has been accepted. Offer of acceptance shall be issued to the L1 bidder for which the bidder shall accept the same in 03 days and have to submit performance security of Rs. 25,000.00 (TWENTY FIVE THOUSAND RUPEES ONLY) in the form D.D in favour of "CENTRAL INSTITUTE OF PETROCHEMICALS ENGINEERING & TECHNOLOGY (**CIPET VTC - VIJAYAWADA**), payable at **Vijayawada**" or may be through NEFT/RTGS as per the bank account details mentioned in S.No. (10) above.

12. Relaxation in the norms for Startup and Micro & Small Enterprises in Public Procurement shall be provided on the payment of EMD amount. The appropriate MSME/NSIC/any other relevant certificate should be submitted along with the other tender documents in the Technical bid envelope.

13. The performance security amount without any interest shall be returned to the successful bidder after the completion of the rate contract period.

14. Payment Terms: Payment will be released as per the actual quantity of supply up on submission of original invoice.

15. The supplier shall be solely responsible for supply of requested material at CIPET: CSTS, Vijayawada with in time period.

16. The Joint Director & Head, CIPET : CSTS, Vijayawada reserves the right to accept or reject any or all tenders at any point of time prior to issue of Purchase Order without assigning any reasons whatsoever and no correspondence shall be entertained in this regard.

17. In the case of a dispute or differences arising between the Purchaser and Supplier relating to any matter arising out or connected with this Tender, such dispute or differences shall be referred within the Jurisdiction of the Court, Vijayawada.

Place:

Signature of Bidder /Tenderer with Seal

Date:

CIPET: CSTS, VIJAYAWADA

TECHNICAL BID

Sl.No	Particulars To Be filled up by the Tenderer / Bidder	
1	Name of the Tenderer / Supplier	
2	Postal address	
3	Telephone No. with STD code	
4	Name of Contact person/Designation	
5	Mobile No.	
6	E-Mail ID	
Following Documents To Be submitted in the Technical bid:		
7	The firm should have valid registration certificate in support of establishment of the firm/GST Registration certificate	YES/NO
8	PAN (Permanent Account Number) (Enclose copy)	
9	Certificates of Registration for GST (Enclose copy)	
10	Bank Account Details	
11	Details of purchase of Tender application: Rs.500.00 Plus GST@ 18%	
12	Signed Terms and Conditions enclosed as Annexure – I in the tender document	
13	EMD Declaration document enclosed as Annexure - II	
14	Duly filled Vendor Registration Form as per the document enclosed as Annexure - III	

I, Mr./Ms./Mrs. _____, Designation _____ hereby declare that above furnished details and true to the best of my knowledge and in case of any discrepancy, I will bound to the decision of the competent authority of CIPET: CSTS, Vijayawada.

Place:

Signature of Bidder /Tenderer with Seal

Date:



CENTRAL INSTITUTE OF PETROCHEMICALS ENGINEERING & TECHNOLOGY

CIPET सि पी ई ट
विश्वविद्यालय (विश्वविद्यालय)

CIPET: CSTS, VIJAYAWADA

FINANCIAL BID

For the Supply of Stitched Student Uniforms to CIPET: CSTS, Vijayawada on Rate Contract basis, We hereby quote our rate as under:

Sl.No	Description of the Item	Gender	Preferred Colour / Code	Unit	Basic Price per Unit (Rs.)	Taxes	Rate per Unit inclusive of Taxes (Rs.)
1	Supply of Half Sleeve Shirt (Grasim Bhiwani Textiles Ltd.)	Boys	Code 095	Nos.			
2	Supply of Trouser (Grasim Bhiwani Textiles Ltd.)	Boys	Code : Q1475 898	Nos.			
3	Supply of Half Sleeve Kurta (Grasim Bhiwani Textiles Ltd.)	Girls	Code 95	Nos.			
4	Supply of Pajama / Trouser (Grasim Bhiwani Textiles Ltd.)	Girls	Code : Q1475 898	Nos.			
5	Supply of Shawl/Chunni (Color Maroon)	Girls	--	Nos.			
6	Supply of Lab Coat/Over Coat (S.Kumar's Economic Deluxe)	Boys & Girls	Shade No.204	Nos.			

Note:

1. In case of discrepancy between unit price and total price, the unit price shall prevail. Price should be quoted exactly as per the format given above.
2. CIPET reserves the right to accept or reject any or all the tenders without assigning any reason thereof.
3. Approximate quantity of order that can be initially given is for 224 pairs of boys and 10 pairs of girls. However, the above quantity is indicative only. The exact quantity shall be mentioned in the Purchase order.
4. Further, during the applicability of the rate contract period, the requirement of the additional quantities shall be indicated in the Purchase orders released from time-to-time as per the requirement.
5. The brand mentioned above is indicative only. The supplier can supply other brand with prior approval from CIPET: CSTS, Vijayawada up on submission of sample in original



CIPET: CSTS , VIJAYAWADA

Terms & conditions:

1. Payment Terms :
2. Delivery period :
3. Transportation charges :
4. Validity of above offer :

Place:

Signature of Bidder /Tenderer with Seal

Date:

Annexure - II

**Format of bid security declaration from bidders
in lieu of EMD**

I/ We, the authorized signatory of
M/s.....
Participating in the subject tender No..... for the
item/Job ofdo hereby
declare:

- (I) That I/We have availed the benefit of waiver of EMD while submitting our offer against the subject Tender and no EMD being deposited for the said tender.
- (II) (ii) That in the event we withdraw/modify our during the period of validity or I/we fail to execute formal contract agreement within the given timeline or I/we fail to submit a Performance Security within the given timeline Or I/we commit any breach of Tender Conditions/Contract which attracts penal action of forfeiture of EMD and I/we will be suspended from being eligible for bidding/ award of all future contract(s) of Central Institute of Petrochemicals Engineering & Technology (CIPET) for a period of one year from the date of committing such breach.

Signature and Seal of Authorized Signatory of Bidder

Name of Authorized Signatory.....

Company Name.....

Date :

CENTRAL INSTITUTE OF PETROCHEMICALS ENGINEERING AND TECHNOLOGY

केंद्रीय पेट्रोसायन अभियांत्रिकी एवं प्रौद्योगिकी संस्थान

CIPET : CSTS, Vijayawada

सिपेट: सि यस टि यस, विजयवाड़ा



विक्रेता पंजीकरण फॉर्म / VENDOR REGISTRATION FORM

SECTION 1: COMPANY DETAILS AND GENERAL INFORMATION	
1. Name Of Company	
2. Address	
3. GST No:	
4. PAN No:	
5. Telephone Number	
6. Fax Number	
7. E-Mail Address	
8. Web Site Address	
9. Name & Title of Company Representative / Proprietor	
10. Aadhar No:	
11. E-Mail Address of Company Representative / Proprietor	
12. Telephone Numbers of Company Representative / Proprietor	
(A) Direct Number	
(B) Mobile Number	
13. Date on which Company was established/registered	
14. Whether filling ITR from last 3 year (If Yes, Enclosed copies)	<input type="checkbox"/> Yes <input type="checkbox"/> No
15. Weather Register in GeM (Govt e- Market): If Yes, Gem ID	

16. Legal Structure (Tick One)				
<input type="checkbox"/> Corporation	<input type="checkbox"/> Partnership	<input type="checkbox"/> Sole Proprietorship		
<input type="checkbox"/> Joint Venture	<input type="checkbox"/> Franchise	<input type="checkbox"/> Non-Profit Organization		
17. Type Of Business / Commodity Service (Tick One/ Multiple)				
<input type="checkbox"/> Retailer	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Wholesaler	<input type="checkbox"/> Professional Services	<input type="checkbox"/> Consultant
18. Details on Services or Goods Your Company Supplies				
19. Geographic Service Area (Tick One)				
<input type="checkbox"/> Local	<input type="checkbox"/> Regional	<input type="checkbox"/> National	<input type="checkbox"/> International	
20. Have You Previously Done Business with Any Government Organization				
a) Yes		No. of Years _____ (Attach details)		
b) No				
<u>SECTION 2: BANKING INFORMATION</u>				
1. Bank Name				
2. Bank Account Number				
3. Bank Address				
4. Beneficiary Name				
5. Swift / Bank Identifier Code				
6. Account Currency				
7. Bank Account Number				
SECTION 3: SUPPORTING DOCUMENTATION				
In Order to Be Considered for Registration provide the following documents:				
(a)		Copy of GST No		
(b)		Copy of PAN No		
(c)		Copy of Aadhar Card		
(d)		Proof of Firm Registration		
(e)		Any other relevant document		

SECTION 4: SELF DECLARATION / CERTIFICATION

I, the undersigned, hereby accept the Terms & Conditions, a copy of which has been provided to me, and warrant that the information provided in this form is correct and, in the event of changes, details will be provided as soon as possible:

Date:

Signature:

Designation:

Name:

Stamp: