



सेन्ट्रल इंस्टीट्यूट ऑफ प्लास्टिक्स इंजीनियरिंग एण्ड टेक्नोलॉजी (सिपेट) (सीएसटीएस)
(रसायन एवं पेट्रोरसायन विभाग रसायन एवं उर्वरक मंत्रालय, भारत सरकार)
जी-सेक्टर, गोविन्दपुरा औद्योगिक क्षेत्र, जे. के. रोड, भोपाल – 462023
0755-4028624, 4028613, ईमेल : cipet.bhopal@gmail.com, वेबसाईट : www.cipet.gov.in

सिपेट:सीएसटीएस , भोपाल /CIPET:CSTS,BHOPAL

वीटीसी विभाग में जुते कय करने हेतु
अभिरूचि की अभिव्यक्ति (EOI) आमंत्रण
EOI For providing shoes for VTC Student

(EOI) / निविदा क्र. / (EOI) /TENDER No. CIPET/BPL/Pur./2019-20/

1. Last date & time for issue of EOI documents : 20/02/2020 up to 5.00PM
2. Last date & time for submission of filled in EOI documents : 24/02/2020 up to 5.30 PM

Sealed EOI are invited from the reputed manufacturer /firms for **Providing Artificial Leather shoes** at **CIPET, Bhopal**

CIPET reserves the right to accept or reject any or all EOI either in whole or in part, without assigning any reason for doing so.

प्रधान निदेशक

Expression of Interest (EOI)

Date: 05.02.2020

1. About CIPET, Bhopal

CIPET: Central Institute of Plastics Engg. & Technology, Bhopal, is an autonomous Institute established under Ministry of Chemicals & Fertilizer, Government of India. Institute have to be purchase 1000 Nos of shoes (as & when required) within one year from the date of issuing purchase order as per details given below:

2. Information related to Bid:

Sr. No	Tender No. & Date Name of the Item / Work	Estimate d Cost (Approx.)	EMD Rs.	Period required for shoes	Tender Fees in Rs. (Non- refundable)	Last Date & Time of Bid submission
1.	CIPET/BPL/Pur/ 19- 20/ Dated: 05.02.20 at CIPET Bhopal Centre	Rs.4.00 Lakhs	10,000	One year from issue of Purchase Order(from time to time as and when required)	Rs. 590/-	24.02.2020 05.00 PM

- i. CIPET Bhopal invites offline tender in **two bid systems (Technical and Financial)** from interested and eligible bidders for Supply of Lether Shoes on behalf of the Principal Director CIPET Bhopal. Interested bidders may participate with complete details about the Shoes as mentioned in the schedule of quantities. It may be noted that these items will be delivered at CIPET Bhopal premises from time to time as per the supply orders.

Interested and eligible bidders may view and download detailed tender documents from www.cipet.gov.in. Bidders are requested to submit a hard copy of the Technical & Financial Bid in separate envelopes duly sealed and signed to the Central Institute of Plastics Engg. & Technology(CIPET), G Sector, JK Rd, , Bhopal, 462023 on or before 24.02.2020 at 05.00 PM.

- ii. The Tender Fee can be paid through Cash or Demand Draft in favour of CIPET Bhopal and EMD will be accepted in the form of Demand Draft only drawn through any Indian Nationalized Bank favoring "CIPET" payable at Bhopal and shall be submitted along with the tender documents.
- iii. Bid Validity: 90 Days from the date of opening of Technical Bid.

- iv. **Performance Security (Security Deposit):** successful bidder will deposit performance security (SD) of Rs. 20,000/- (Rs. Twenty Thousand only) on acceptance of bid in the form of demand draft only drawn through any Indian Nationalized Bank favouring "CIPET" payable at Bhopal.

v. **Key Events and Dates:**

Sr.No.	Events	Date & Time
1.	Publishing of EOI	05.02.2020 & 03.00 PM
2.	Uploading of EOI Documents on website	06.02.2020 & 11.00 AM
3.	Last Date of Submission of EOI	24.02.2020 & 05.00 PM
5.	Date & Time of Technical Bid Opening	25.02.2020 & 03.30 PM
6.	Date & Time of Financial Bid Opening	Technically Qualified bidders will be intimated at a later date
7.	Bid Opening Venue	Conference Hall, CIPET Bhopal

3. Bidder Eligibility Criteria:-

- 1. Work Experience:** Similar Experience of supply of Shoes to Institutions/Central Autonomous Body/Central Govt. /State Govt. /PSUs/Nationalized Bank/Reputed Private Organization etc. Please enclose copy of purchase order.
- 2. Annual Turnover:** 25 Lakhs or above in last three financial years i.e. 2016-17, 2017- 18 & 2018-19 from the overall business were ending on 31st March. (Please enclosed balance sheet signed by C.A.

3. Scope of Work & Specification of items

Name of the Work: Supply of Shoes and delivery at CIPET-Bhopal Centre.

Sr. No.	Description of the Item/Work	Colour	Annual Qty. (Approx.)*
1.	Leather Artificial Shoes With Air Max sole (For Boys)	Black	1000 Nos .

***Quantity shown in above table are during the year from the issue of purchase order as & when required basis .**

4. Instructions to Tenderers

1. Any EOI received after the scheduled time or incomplete in any manner will not be accepted.
2. The bidder s expected to examine all instructions, terms & Conditions, specifications in the EOI form. Failure to furnish information required in every respect will be the Bidders risk and may result into rejection of the bid.

3. **Amendment of Bidding Documents:**

At any time prior to the submission of the bids, the Service Receiver may, for any reason, whether at their own initiate or in response to the clarification requested by the prospective Bidder, may modify the Bidding Documents by amendments.

The amendment will be notified in writing or by telephone to all prospective Bidders who have received the EOI documents.

4. **Signing of Bid**

The bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to Contract.

5. **Submission of Bid**

(a) The EOI will be required to submit the EOI in two bid system in two separate envelopes as mentioned below:

Envelope No. 1 super-scribed as "Technical Bid" should contain an Introductory letter of contractor along with copies of documents as evidences for the past 3 years Balance Sheet and past experience and other document mentioned in Annexure-A. The manufacture /firms has to fill up Annexure "A" with his signature along with all supporting documents.

Envelop No. II super/scribed as "Financial Bid" should contain the EOI as per Annexure B duly signed by authorized signatory.

Both Envelope I & II should be placed in large envelope which should be super-scribed As "EOI for Providing Shoes at CIPET, Bhopal and addressed to **Principal Director, CIPET, J.K. Road, Govindpur Indl. Area ,Bhopal -442023 (M..P.)**

6. **Deadline for submission of Bids**

Bids must be received by the Service Receiver at the address specified under commercial bid not later than 05.00 PM on 20/02/2020

7. Evaluation of Bid

(i) The large Envelope (containing separate envelope I & II) will be opened first in the Presence of the bidders on 25/02/2020 at 03.30 PM. Thereafter the Envelope I i.e. Technical Bid will be opened.

(ii) Those Paticipants who have not enclosed Technical Bid documents & not submitted. In such cases their Envelope II which contain the financial bid will not be considered.

(iii) The Envelope II i.e. Financial Bid will be opened for those parties who qualify in Technical Bid

(iv). The contract will be awarded to the L1 bidder in financial bid.

(v) If the price quoted by two or more manufacture /firms are same then the bid will be finalized on the basis of past experience/Turnover of the organization. However

the decision of Principal Director ,CIPET, Bhopal will be final & binding on all the bidders.

8. The **Performance Security (Security Deposit)** will be 20000/- Rs. Twenty Thousand only for successful bidder.
9. The security amount so deducted shall be retained and released one year after the actual and satisfactory completion of the consultant's services relating to the project.
10. CIPET reserves the right to reject any or all EOI in full or part thereof without assigning any reason.
11. The Principal Director , CIPET Bhopal is the final authority and his decision will be final and binding on the supplier for any disputes.
12. All legal disputes will have the jurisdiction of Bhopal only.
13. The manufacture /firms should have established office in Madhya Pradesh State.
14. The bidders have to observe highest standard of ethics while bidding for a tender. Canvassing in any form is strictly prohibited and the bidders who are found canvassing are liable to have their tenders rejected out rightly.
15. The competent authority of CIPET Bhopal reserves all rights to accept or reject any/ all tender(s) without assigning any reason. It can also impose/relax any term and condition of the tender enquiry after due discussion in pre-bid conference. This will be communicated and shown over the website of the Institute Portal. Bidders may ensure its queries only in pre-bid meeting. CIPET Bhopal also reserves the right to reject any bid which in its opinion is non-responsive or violating any of the conditions/specifications without any liability to any loss whatsoever it may cause to the bidder in the process.
16. While submitting for this EOI /tender, the bidders will be deemed to have read, understood and accepted all the items and conditions stated in this Tender Document. Any doubts or clarifications with regard to the interpretation of the Terms & Conditions stipulated in this Tender Document, may be got clarified from CIPET Bhopal **at least 07 days before tender closing date**. Requests for postponing the tender opening date for the same shall not be accepted.
17. The Successful Bidder shall not in any case assign the awarded contract in full or any part thereof to any third party.
18. The bid security in form of an **Earnest Money Deposit (EMD) of Rs. 10,000/- (Rupees Ten Thousand Only)** by demand draft in favor of CIPET Bhopal. Tenders received without EMD shall be ignored straightaway and will not be considered under any circumstances. The EMD of unsuccessful bidders will be returned/refunded after the finalization of the contract with the successful bidder.
19. EMD is required to protect the purchaser against the risk of Bidder's conduct. The EMD in full will be forfeited if the bidder withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender or if it comes to the notice that the information/ documents furnished in its tender is incorrect or false.
20. The Rate quoted by the successful bidder shall be **valid for the period**
21. **of one year** from the date of awarding the Contract. The Annual Rate Contract awarded as a result of this EOI/ Tender Document will be in the nature of a standing offer. Actual

supply order may be placed from time to time. No guarantee can be given as to the minimum or actual usage and consequential supply orders.

22. Subject to other terms of the EOI/ Tender Document, the bidder(s) whose rate is accepted will be notified for the award of contract by CIPET Bhopal. The terms and conditions stipulated in the Tender Document shall be fully applicable to the resultant contract and taken as an integral part of the contract concluded on the basis of this EOI/Tender Document.
23. The successful bidder will have to enter into a formal, legally enforceable contract on non-judicial stamp paper with the CIPET Bhopal to abide the quoted rates, Terms & condition of the Tender Document **within 15 days** from the date of award of this tender in his favor and needs to furnish a performance security as per the terms of the Tender Document.
24. If the rates are same & L-1 for different Bidders, The CIPET Bhopal reserve the right to either accept the L-1 of different firms/agencies or will negotiate, the firm who has the maximum no. of L-1 item to lower the rate of other items up to the limit of L-1 quoted by other firms. In this context, final decision of the Tender Committee of CIPET Bhopal will be binding to all and no claim in this regard can be entertained.
25. Technically qualified tenders will have to deposit samples for each item. The sample deposited will be signed by the owner of the firm along with acceptance letter of each terms and conditions stipulated by CIPET Bhopal. CIPET Bhopal will not accept duplicate/substandard items or items not matching the samples/prescribed specifications. Samples will be retained by the CIPET Bhopal to make the comparison possible, if required.
26. Bidders are required to quote their unconditional fixed rates strictly as per list of items enclosed for the entire period of the Contract. Tenders of the firms received with prices quoted on variable basis shall be rejected straightaway. The rate should be quoted in respect of only that brand/company which has been mentioned against each item in the List. The rates of items in respect of other company will not be entertained.
27. Any request for the enhancement of contracted rates shall not be considered under any circumstances. It may be noted that no compromise on quality would be made and no firm will be permitted to change the specifications mentioned in the tender notice and if any firm submits the tender with changed specification, their tender will be rejected.
28. The CIPET Bhopal reserves the right to accept or reject any tender in full or in part without assigning any reason there of and without giving any compensation. The decision of the CIPET Bhopal in this regard shall be final and binding on the firm.
29. CIPET Bhopal reserves the right to conclude parallel Rate Contracts with a number of suppliers and place Orders on any of such firm that may be the most economical to it or suitable to its requirements.
30. If it comes to the notice of the CIPET Bhopal that the information/ documents furnished by the bidder is incorrect or false or non-adherence to terms and conditions contained in this Tender, the EMD of such Firm shall be forfeited in total by the CIPET Bhopal in addition to exercising other legal remedies.
31. The rates quoted would be valid for a period of one year or such extended period by mutual consent, as the case may be from the date of execution of the contract.

32. Terms & Conditions as set out in this EOI/Tender Document (that comprises of the complete set of documents including attachments as published herewith) shall have to be complied with by the tendering firm. Offers not complying with such terms & conditions shall be ignored/rejected at the discretion of CIPET Bhopal.
33. Rates quoted should be inclusive of packing, forwarding, postage and transportation charges at FOR to CIPET Bhopal (Free delivery to the consignee's premises). Item-wise price should be quoted. Taxes will be applicable as per prevailing law of Govt. of India.
34. **Warranty Clause:** The successful bidder shall provide Guarantee/warranty for minimum period of **1 year** from the date of supply of items/materials.
35. **Performance Security (Security Deposit):** The contractor whose bid is accepted will be required to furnish performance security (SD) **of Rs. 20,000/- (Rs. Twenty Thousand only) within 10 days** of issue of **Letter of Intent (LOI)** and should be in favour of '**Central Institute of Plastics Engineering and Technology Bhopal**'. This guarantee may be in the form of Banker's cheque /Demand Draft / Fixed Deposit Receipts or Guarantee Bonds of any public sector bank in accordance with the prescribed format.
36. In case the contractor fails to deposit the said performance security (SD) within the period as indicated above, including the extended period if any, the Earnest Money deposited (EMD) by the contractor shall be forfeited automatically without any notice to the contractor. The earnest money deposited along with bid shall be returned after receiving the aforesaid performance security. The performance security (SD) shall be initially valid up to the stipulated date of completion **plus 60 days beyond that**. No interest will be payable on security deposit to the contractor.
37. In case of insolvency/non-compliance/breach of any terms & conditions by the Contractor at any stage during the agreed term of the Contract CIPET, Bhopal reserves the right to discontinue the contract immediately, by forfeiting the security deposit and no correspondence will be entertained in this regards.
38. Security Deposit will be taken from the successful tenderer before the Commencement of work.
 - a. Successful bidder have to sign the agreement on 100 Rs. stamp paper. The stamp paper cost will be born by the successful bidderer.

5. General Terms and Conditions

- 1) CIPET Bhopal will examine all the instructions, forms, terms and specifications in the Tender Documents. Failure to furnish all information shall lead to cancellation of the bid.
- 2) The bidder will be responsible for any defect in shoes, quality of material etc. The bidder has to replace the defected item without any cost and **within period of 7 days**.
- 3) The bidder has to submit sample of shoes on award of the tender.
- 4) The bidder has to submit the manufacturer/ authorized Dealer/Distributor/Agent/Retailer certificate.
- 5) Any Tender received by the CIPET Bhopal after the deadline will be rejected.
- 6) The supply of shoe should be completed **within 15 days** from the date of issue of Purchase Order from time to time during the year.
- 7) In case of supply not completed satisfactory or in case of delay of the material, CIPET Bhopal reserves the right to forfeit the EMD and impose penalty as decided by CIPET Bhopal's management. The decision of CIPET Bhopal's management shall be final in all matters and binding on the bidder.

- 8) The bidder has to comply with all the rules and regulation with respect to labour act.
- 9) The contractor shall indemnify CIPET Bhopal against any payment and for observance of the Contract Labour (Regulation & Abolition) Act'1970.
- 10) TDS (Tax Deducted at Source) and any other applicable tax shall be deducted as per prevailing rules and regulations of the Government, if applicable.
- 11) Financial Bid should be submitted in the prescribed format as given in the tender document.
- 12) The specifications, Terms & Conditions, other regulations which are not herein mentioned will be guided by relevant CIPET guidelines, manual, specifications / Other Central / State Govt. norms applicable for CIPET Bhopal and the decision in this regard will be guided by the decision of the respective authority of CIPET Bhopal which shall be final and binding to the contractor.
- 13) In the event of acceptance of a tender, the documents submitted by the successful bidder shall be verified with the originals before the award of work.
- 14) The tenderer should not have been **blacklisted or debarred** by any Central/ State / Public Agency from carrying out similar business during last three financial years.
- 15) The bidder should **sign and seal**, each and every page of bid document. If the bidder fails to do so, his bid shall not be considered for.
- 16) **CIPET Bhopal reserves the right to accept or reject any tender or all tenders at any time prior to award of contract without assigning any reasons whatsoever and no correspondence shall be entertained in this regard.**

EXPRESSION OF INTEREST (EOI)**Technical Bid****For Providing Shoes at CIPET Bhopal Manufacture/Firm Details for****Technical Evaluation:**

Sr No	PARTICULARS			
1.	Name of the authorized Manufacture/Firm			
2.	Postal address			
3.	Telephone No.			
4.	Name of Contact person			
5.	Mobile No			
6.	E-Mail ID			
7.	Firms Registration Certificate(copy enclosed)			
8.	PAN (Permanent Account Number) (copy enclosed)			
9.	GST Registration No. (copy enclosed)			
10	Cash Receipt No/Demand Draft No of Tender Fee of Rs. 590/-			
11.	Demand Draft No. & Date of E.M.D of Rs. 10,000/-			
12	Manufacturer/ Authorized Dealer/ Agent/ Retailer/ Vendor/ Distributor Certificate			
13.	Similar Experience of supply of Shoes to Institutions/Central Autonomous Body/Central Govt. /State Govt. /PSUs /Reputed Private Organization etc. Please enclose copy of purchase order			
		Balance Sheet (Annual Turn Over)		
14..	For Annual Turnover Rs. 25Lakhs or above During the last Three Financial Years (2016-17, 2017-18 & 2018-19) for this enclosed Balance Sheet copy of Last three F.Y(2016-17,2017- 18,2018-19)	2016-17	2017-18	2018-19

Note: Attach extra sheet if required.

Place:

Signature of Manufacture/Firm

Date:

Office Seal

FINANCIAL BID

[To be submitted in a separate sealed cover]

Date:.....

Tender No.: . CIPET/BPL/Pur./2019-20/

To,
M/s. Central Institute of Plastics Engineering & Technology (CIPET)
G-Sector, ,Govdinpur Indl.Area,
Bhopal- 462023 (M.P.) India

Dear Sir,

Subject: Financial Bid for Supply of Shoes for student at CIPET Bhopal.

In response to tender enquiry cited above, we are pleased to enclose the following as our financial bid for your kind consideration.

Sr. No.	Item Name	Colour	Qty. (Approx.)	Rate Per Unit (Rs.)	Taxes GST	Total Amount including GST
1.	Leather Artificial Shoes With Air Max sole (For Boys)	Black	1000 Nos.			

Note:

- **Material will be delivered up to CIPET Bhopal premises.**
- **Quantity shown in above table are during the year from the issue of purchase order (as and when required basis) .**

Place:

Authorized Signatory

Date :

with Sign & Seal

DECLARATION

[To be submitted on Letter Head]

Date:.....

To,
M/s. Central Institute of Plastics Engineering & Technology (CIPET)
G-Sector, ,Govdinpur Indl.Area,
, Bhopal- 462023 (M.P.) India

Dear Sir,

1. I/We have read and understood the contents of the Tender and agree to abide by the terms and conditions of this Tender.
2. I/We also confirm that in the event of my/our tender being accepted, I/we hereby undertake to furnish Performance Security, as applicable, in the form of Demand Draft.
3. I/We further undertake that none of the Proprietor/Partners/Directors of the firm was or is Proprietor or Partner or Director of any firm with whom the Government have blacklisted/banned/suspended business dealing. I/We further undertake to report to the CIPET, Bhopal immediately after we are informed but in any case not later than 15 days, if any firm in which Proprietor /Partners/Directors are Proprietor or Partner or Director of such a firm which is blacklisted/banned/suspended in future during the currency of the Contract with you.

Yours faithfully,

Place:

Authorized Signatory

Date :

Sign & Seal