

**CIPET: CENTRE FOR SKILLING AND TECHNICAL
SUPPORT (CSTS), BHUBANESWAR**

Department of Chemicals & Petrochemicals
(Ministry of Chemicals & Fertilizers, Govt. of India)
S-3/79, Sector-A, Zone-B, Mancheswar Industrial Estate,
Bhubaneswar-751010, Odisha
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**Invitation for Quotation for Supply of Stitched Staff
Uniforms with Fabric (Shirts, Trousers)**

TENDER NO. CIPET: CIPET:CSTS/BBSR/Staff Uniform/2023-24/03

LAST DATE FOR SUBMISSION OF BID: 19.09.2023

Submission of Bids

The detailed technical specification is mentioned below in the Bid document, Offer should be of two parts Viz., “**TECHNICAL BID**” and “**COMMERCIAL BID**” both marked with details, sealed and packed separately and send together with another cover with the marking “**Supply of Stitched Staff Uniforms with Fabric (Shirts, Trousers)**”. The content of the both bids should be as under;

The EOI will be required to submit 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 firm along with copies of documents as evidences. The Individuals/firms/Supplier has to fill up Annexure “A” with his signature along with all supporting documents and samples.

Envelop No. II super/scribed as EOI for “Financial Bid” and should contain the EOI form duly signed in each page by contractor/authorized signatory along with priced bid. The Individual/firm has to fill up Annexure “B”.

Both Envelope I & II should be placed in large envelope which should be super-scribed As “**Supply of Stitched Staff Uniforms with Fabric (Shirts, Trousers)**” and addressed to CIPET: CSTS, Sector –A ,Zone -B Mancheswar Industrial Estate,Bhubaneswar,Odisha-751010

TECHNICAL BID should include the following:-

- Detailed specification of the products/items/materials.
- Performance Statement along with proof of supplies(PO copies)
- Qualification Criteria.
- GSTIN, PAN card, & IT return for last 03 years(2019-2020,2020-2021,2021-2022)
- The Technical Bids shall be opening on **20.09.2023 @11.00AM**, after evaluation of technical bid commercial bid shall be open for the qualified bidders.

COMMERCIAL BID should include the following:-

- Statement showing the price of the each items which is mentioned in the Technical Bid,
- Conditional bids will not be accepted. The condition laid down by CIPET:CSTS, Bhubaneswar is final and binding on all bidders.
- The quote should be in Indian Currency (INR).
- Rate Quoted shall be inclusive of Transportation, Packing, Drawing & Designing and other Charges if any. GST Shall be charge extra as applicable.
- The Director & Head, CIPET:CSTS, Bhubaneswar 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.

General Instructions and Terms & Conditions

1. Any EOI received after the scheduled time or incomplete in any manner will not be accepted.
2. The bidder (Individual/firm) is 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. Bids must be received by the Purchaser at the address specified under commercial bid not later than 05.30 PM on 19.09.2023
4. The large envelope (containing separate envelope I & II) will be opened first. Thereafter the **envelope I** i.e. Technical Bid will be opened
5. Those bidders who have not enclosed Technical Bid documents & not submitted. In such cases their **Envelope II** which contains the financial bid will not be considered.
 - a. The **envelope II** i.e. Financial Bid will be opened for those parties who have qualified in the technical evaluation.
6. The Bidders has to provide one set Sample of uniform (along with material shed number) on returnable basis before opening of Financial Bid & if the sample found unsatisfactory the bidder will be disqualified in technical evaluation.
7. The actual measurement of the staffs will be taken by the bidder at different training locations of center as per the requirement before starting the stitching work & each staffs name should be indicated in their respective packet of shirt & Trouser at the time of Delivery.
8. Bidder shall be responsible for the defect in stitching & material quality and discrepancies in size. If found any, the bidder will replace the uniform at his own cost.
9. No bidder shall contact the purchaser on any matter relating to its bids, from the time of bid opening to the time the contract is awarded.
10. The bidder shall be solely responsible for supplying/delivery of materials to the different locations of CIPET at their own cost as and when required.
11. Delivery should be completed within 45 days' time from the date of award of contract order.
12. The bidder shall be solely responsible for supplying of materials as per the order given in the time bound manner failing which CIPET has reserves the right to cancel the contract without assigning any reasons whatsoever.
13. The bidder must have a local office at Bhubaneswar/ Cuttack / Khordha for smooth communication to the location.
14. Supply of uniforms to be made at three different location of CIPET as mentioned below as per the requirement of each centers:
 - CIPET:CSTS, S-3/79,Sector A, Zone B, Mancheshwar Industrial Estate, Bhubaneswar, Odisha 751010
 - CIPET:PPEC, Plastics Park, Siju, Jhimani,Paradeep, Odisha 754141
 - CIPET, BPUT Campus, chend colony, Rourkela, sundargarh, Odisha.
15. Applicable taxes will be deducted as per prevailing Government rules and regulations.
16. In the case of dispute or differences arising between the purchaser and Supplier relating to any matter arising out or connected with this agreement, such dispute or differences shall be referred within the Jurisdiction of Bhubaneswar (ODISHA).
17. The undersigned reserves the right to accept/reject any or all Tenders without assigning any reason thereof. No claims whatsoever shall be entertained for the loss/damage suffered by the parties/bidders on account of such rejection.

**Director & Head
CIPET:CSTS,Bhubaneswar**

SCOPE OF WORK

Name of the Work: Supply of Stitched Staff Uniforms with Fabric (Shirts, Trousers)

Sl. No.	Description of the Item/Work	Specification of Cloth	Unit	Qty. (Approx.)
1	Full Sleeve Shirt of different sizes	Blend: White 67% Polyester, 33% Cotton Brand –Raymond Code-0001175	Nos.	50
2	Full Sleeve Shirt of different sizes	Blend: Blue Shirt 67% Polyester, 33% Cotton Brand –Raymond Code-0001175 Shade-4	Nos.	100
3	Trouser of different sizes	Blend: Blue Pant 67% Polyester, 33% Viscose Brand –Raymond Code-4040015236 Shade-57	Nos.	100

- The uniform shall be comfortable to wear in all climatic conditions, easy to maintain and should look elegant.
- CIPET Logo shall be Embroided in shirts as per our instructions.