



TENDER DOCUMENT FOR HIRING OF DUSTBIN MOULD ON RATE CONTRACT BASIS

TENDER NO.: CIPET/CSTS/VJA/DB_MOULD/2022-23/02

LAST DATE & TIME FOR SUBMISSION OF TENDERS: 16.06.2022, 05:00 PM

CENTRAL INSTITUTE OF PETROCHEMICALS ENGINEERING AND TECHNOLOGY (CIPET)

केंद्रीय पेट्रोसायन अभियांत्रिकी एवं प्रौद्योगिकी संस्थान (सिपेट)

CENTRE FOR SKILLING AND TECHNICAL SUPPORT (CSTS) : VIJAYAWADA

कौशल और तकनीकी सहायता के लिए केंद्र (सि य स टि य स) : विजयवाड़ा

रसायन और पेट्रोसायन विभाग / **Department of Chemicals and Petrochemicals**

रसायन और उर्वरक मंत्रालय / **Ministry of Chemicals & Fertilizers,**

भारत सरकार / Govt. of India

Survey No.: 377, Suramapalli (V), Gannavaram (M), Krishna District,

Vijayawada – 521 212, Andhra Pradesh

E-mail: Vijayawada@cipet.gov.in

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 "Hiring of Dustbin Mould (12 Litre Capacity)" to CIPET : CSTS, Vijayawada".

TECHNICAL SPECIFICATION

A) Requirement details of the Mould:

The hired mould shall be used for the production of 03 coloured dustbins i.e. Red, Green and Blue bins to supply to the various municipalities of Govt. of Andhra Pradesh and to meet other customer requirements

B) The below are the Specifications of the mould to be hired:

- Name of the Mould : Dustbin Mould
- Number of Cavities : Single Cavity
- Type of Mould : Cold runner
- Capacity of the mould : 12 Litres
- Shape of the mould : Round shape

C) Prototype of the product to be manufactured:



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 Work 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 Dustbins to be manufactured from the hired mould shall be decided by the competent authority of the centre basing on the demand of supply and requirement 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.



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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. Transportation of the mould (To& Fro) shall be responsible of the successful party.
14. No maintenance or damage charges shall be claimed by the party at the time of termination of the rate contract period. Decision of the competent authority of the centre is final in this regard.
15. Payment Terms: Payment will be released as per the actual quantity of supply up on submission of original invoice.
16. The supplier shall be solely responsible for supply of requested material at CIPET: CSTS, Vijayawada with in time period.
17. 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.
18. 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:

TECHNICAL BID

Sl.No	Particulars To Be filled up by the Tenderer / Bidder	
1	Name of the Firm	
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 are true to the best of my knowledge and in case of any discrepancy, I will be bound to the decision of the competent authority of CIPET: CSTS, Vijayawada.

Place:

Signature of Bidder /Tenderer with Seal

Date:

CIPET: CSTS, VIJAYAWADA

FINANCIAL BID

For the Hiring of Dustbin mould (12 Litres, Round shape) on Rate Contract basis, We hereby quote our rate as under:

S.No	Particulars	Amount in Rs/-	Amount in Words
1	Basic Price for manufacturing of one Piece		
2	Taxes @ ____%		
3	Total Price for manufacturing of one Piece		

Terms & conditions:

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

CIPET reserves the right to accept or reject any or all the tenders without assigning any reason thereof.

**Place:
Seal**

Signature of Bidder /Tenderer with

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 of
.....do 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: