

Government of India
Ministry of Health and Family Welfare
CENTRAL LEPROSY TEACHING AND RESEARCH INSTITUTE
CHENGALPATTU – 603 001

Director ☎044-27426275

Officer i/c Stores ☎044-27429987
E-Mail: pics.cltri@nic.in

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No.F5-12/2021 CS

Date: 03.08.2021

NOTIFICATION

To

All Reputed Firms/Suppliers

Sir,

Sub: Inviting sealed Limited Tender (Two Bid System) for supply of Footwear articles – Reg.

The undersigned is on behalf of President of India is inviting Limited Tender (Two Bid System) from reputed Firms/Suppliers for the supply of footwear articles for the use in this Institute. The method of submission of limited tender, amount of Earnest Money Deposit, Performance/Security Deposit and general terms and conditions applicable to contract have been mentioned in **Annexure- I**.

Supply of Footwear articles will be performed strictly as per Parameters/Technical Specifications given in **Annexure-II**. The Proforma for submission of Price Bid is given in **Annexure-III** to this notice inviting tender. The schedule of tender is given under.

S.No.	Description	Detail
1.	Limited Tender No.	5-12/2021 CS
2.	Last date for submission of Tender documents	23.08.2021 up to 4:30 PM
5.	Date & Time of Opening of Tender documents	Will be decided later
6.	Amount of Earnest Money Deposit as per Clause 2 of Annexure-I (Refundable without any interest)	Rs.10,000/-
7.	Venue of opening of Bid document	P.C chairman's chamber

The limited tender document can be downloaded from the website www.cltri.gov.in and <http://etenders.gov.in>. **"Firms registered with NSIC/DGS&D/MSME Act 2006 with current validity are exempted from payment of Earnest Money Deposit (EMD); otherwise such bids without EMD will be summarily rejected.**

Tender documents for **"Technical Bid"** and **"Price Bid"** shall separately be sealed in two envelopes. The two envelopes packed by single sealed envelope within all respects must in all cases be sent to reach this office on or before the scheduled date and time. The limited tender received after the scheduled date and time will be rejected out rightly.

The sealed tender, completed in all aspects should be addressed to "The Director, Central Leprosy Teaching & Research Institute, Govt. of India, Ministry of Health & Family Welfare, Chengalpattu-603001, Tamil Nadu" and tender document cover clearly super scribing as "Limited Tender (Two Bid System) for supply of Footwear articles" due date **23.08.2021** and to reach this office on or before 23.08.2021. The limited tender document should be sent by Registered Post/Speed Post/By hand, so as to reach this office on or before the due date/time. Reason for postal delay will not be entertained and tenders received through private courier or by ordinary post /e-mail will be summarily rejected


31/8/2021
DIRECTOR

Encl:-

Tender document

Cc to:-

- | | |
|-------------------------------------|---|
| 1. Office Notice Board | - for wide publicity |
| ✓ 2. Computer section (through HoD) | - to upload the Tender documents in this Institute Website and CPPP for wide publicity (copy enclosed). |

GENERAL TERMS AND CONDITIONS

1. Tender Form :

1.1. The tender is not transferable. Only one tender shall be submitted by one bidder.

1.2 Bidders can submit the limited tender document in the downloaded form from this Institute website www.cltri.gov.in or Central Govt. Tender Portal <http://etenders.gov.in>.

2. Earnest Money Deposit (EMD):

2.1 Earnest Money Deposit of **Rs.10,000/-** (Rupees Ten thousand only) by way of in the form of Account Payee Demand Draft drawn in Bank of Baroda or any nationalized bank payable at Chengalpattu, in favour of "The Director, Central Leprosy Teaching and Research Institute, Chengalpattu" should be submitted along with the tender document. **The EMD in any other form will not be entertained.**

2.2 Firms registered under NSIC, DGS&D & MSME Act 2006 and those firms which are registered with the District Industries Centre/Department of Commerce & Industries, Government of India & Tamil Nadu/any other State Governments which current validity are exempted from furnishing the Earnest Money Deposit (EMD). **Otherwise, such bids without EMD will be summarily rejected.**

2.3 Bidder shall not be permitted to withdraw his offer or modify the terms and conditions thereof after submission of the tender documents. In case the bidder fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited by the Government.

2.4 No claim shall lie against the Government/Department in respect of erosion in the value or interest on the amount of earnest money deposit or security deposit. EMD will earn no interest.

2.5 **EMD of unsuccessful bidder will be refunded only after finalization of tender selection and that of the successful bidder will be refunded after supply of the goods in question.**

3. Tender Withdrawal & Modification:-

Bidder shall not be permitted to withdraw his offer or modify the terms and conditions thereof after submission of the tender documents. In case the bidder fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the aforesaid amount of Earnest Money Deposit (EMD) will be forfeited and credited to the Government.

4. Preparation and submission of Tender:

- (a) **Bid with Technical Specification:** The Technical bid specification Annexure-II in the given prescribed format should be submitted in a separate sealed envelope along with documents listed in Annexure – I of clause 12, superscribed with **"TECHICAL BID"**.

(b) **Bid with Price Schedule:** The Price Bid (Annexure-III) in the given prescribed format should be submitted in separate sealed envelope, superscribed with **"PRICE BID"**

(c) The tender Technical Bid and Price Bid envelopes should be packed in a single sealed envelope super scribed with **"Limited Tender (Two Bid System) for supply of Footwear articles– Limited Tender No.F 5-12/2021 CS "** and addressed to "The Director, Central Leprosy Teaching & Research Institute, Govt. of India, Ministry of Health & Family Welfare, Chengalpattu – 603 001, Tamil Nadu". The envelopes, which are not sealed, will be summarily rejected.

5. **Signing of Tender:**

Individual signing the tender documents connected with contract must specify whether he sign as:

- a) A "sole proprietor" of the concern or constituted attorney of such sole proprietor.
- b) A partner of the firm, if it be a partnership firm, in which case must have authority to execute contracts on behalf of the firm and to refer to arbitration disputes concerning the business of the partnership either by executed by the partner of the firm.
- c) Director or a principal office duly authorized by the Board of Directors of the Company, if it is a company.

6. **Important Conditions: -**

- a) In case of partnership firms, a copy of the registered partnership agreement and if power of attorney is executed in favour of any or all the partners of any authorized officer of the firm to sign the tender document. Then, a copy of power of attorney duly executed by all the partners, sworn in before Notary Public should be enclosed.
- b) In case of partnership firms where no authority to refer disputes concerning the business of partnership firm has been concerned on any partner the tender and all other related documents must be signed by all partners of the firm.
- c) A person signing the tender form or any documents forming part of the tender on behalf of another person should have an authority to bind on behalf of such other person and if, on enquiry it appears that the persons so signing had no authority to do so, The Director, Central Leprosy Teaching & Research Institute may without prejudice, cancel the contract and hold the signatory liable for all costs, consequences and damages.
- d) In case of Private Ltd/Limited companies, Company Incorporation Certificate along with the Articles of Association has to be submitted.
- e) In the case of Co-operative society, the authorized officer should furnish the authentication letter to execute the contract from the competent authority of the Registrar of Co-Operative Societies.

- f) The bidder should sign and affix his/his firm's stamp on each page of the tender documents and all its Annexure, as the acceptance of the offer made by the bidder will be deemed as a contract and no separated formal contract will be drawn. **NO PAGE SHOULD BE REMOVED/ DETACHED FROM THIS NOTICE INVITING TENDER.** The tender document along with the enclosures has to be serially numbered and the number of pages should be indicated in the checklist attached to the tender document.

- g) The tender will be liable to be rejected, if the prescribed format given in Annexure II and III is modified/altered.

7. Criterion for Evaluation of Tenders:

Evaluation of the limited tender (Two Bid System) based on the following parameters:-

- a. Payment of Earnest Money Deposit of Rs.10,000/- (Rupees Ten thousand only) as per Clause 2 of Annexure-I.
- b. List of documents to be submitted as per Clause 12 of this Annexure.
- c. Furnishing Partnership deed/Incorporation certificate and articles of association (any one of these documents as is applicable (Refer Clause 6 of Annexure-I)
- d. The Price Bid of such firms found valid based on technical parameters (Refer Annexure-II). The financial bid will be evaluated only for technically qualified Contractors. The Price Bid of such firms found valid based on technical parameters (Refer Annexure-II).
- e. It must be kept in view that no decision will be given by the Purchase Committee or any interferences drawn during the meeting of this committee by the bidder or their representatives will be their own view and the Department will not be responsible and abide by the same. The reasons for selections or rejections of a particular tender will not disclosed.
- f. The award of supply order will be further subject to any specific terms and condition of the contract given in Annexure-I as per specification in Annexure-II of this tender.

8. Right of Acceptance:

- (a) The Director, Central Leprosy Teaching & Research Institute reserves all rights, without assigning any reason whatsoever to reject any tender document which fails to comply with the terms & conditions laid down in the tender. The Department does not bind itself to accept the lowest specific tender.
- (b) The Director, Central Leprosy Teaching & Research Institute reserves the right to cancel this Limited Tender at any time without any assigning any reason.
- (c) The decision of Director in this regard is final and binding.
- (d) Any failure on the part of the bidder to observe the prescribed procedure and any attempt to canvass for the Service will prejudice the bidder's document and liable for disqualification.

9. Communication of Acceptance:

Successful bidder will be informed by telecommunication/letter/order for acceptance of their tender.

10. Performance Security Deposit:- Not Applicable

11. Delivery Schedule for goods:-

1. All items in this tender should be delivered within the scheduled time limit as per Supply/Purchase Order to the Successful Bidder(s).
2. Delivery should be made at the location mentioned in the Supply/Purchase Order at successful bidder's own risk.

12. List of documents to be enclosed: -

The following list of documents to be enclosed along with Limited Tender (Single Bid System) document.

- (1) Bidder's firm registration certificate
- (2) In case of Partnership firm, Partnership deed/Incorporation certificate and articles of association (any one of these documents as is applicable) as per clause (ii) (6) of Important Condition of the Technical Bid.
- (4) Copy of Registration Certificates for NSIC, DGS&D, and copy of Registration Certificate registered with Department of commerce and Industries under MSME Act 2006 in respect of those who are seeking exemption for payment of Earnest Money Deposit (Bid Security).
- (5) Earnest Money Deposit (EMD) as per clause 2 of Annexure-I.
- (6) GST Registration Certificate
- (7) PAN Card
- (8) Aadhaar Card
- (9) Acceptance of Parameters/Technical Specification of the footwear articles (Annexure-II) (Should be provided in the Firm letterhead/letter pad).
- (10) Commercial (Price) Bid as per Annexure-III
- (11) Bidder's Firm profile (as per Annexure-IV)

13. Breach of Terms and Conditions:

1. In case of breach of any of terms and conditions mentioned above by Successful bidder, the Competent Authority will have the right to cancel the supply/work order without assigning any reasons thereof and nothing will be payable by this Department in that event and the EMD shall also stand forfeited, without giving any notice to the bidder.
2. Any violation of terms and conditions or supply of inferior quality of items will result in total rejection of the items, apart from taking suitable remedial action at your cost & risk.
3. The tender is not transferable. Only one tender shall be submitted by one bidder.

14. Terms of Payment

- (1) The term "payment" mentioned in this clause includes all types of payment due to the successful bidder arising on account of this Limited Tender (Two Bid System) excluding Earnest Money Deposit (EMD) as per Clause 2 of the Contract of Service.
- (2) Payment will be made, only after supply of the goods and supply of the contract of service at the respective place of this Office. An advanced stamped receipt should be sent along with the bill in duplicate.
- (3) If any deduction will occurred at the time of payment of bills the same will be deducted at source as per Government rules and guidelines as may be prevailing at the time of payment (wherever applicable).
- (4) **No payment shall be made in advance and any loan from any bank or financial institution will not be recommended on the basis of the order of Award of Contract of Service.**
- (5) All payments shall be made by Electronic Clearing Service (ECS) mode only after satisfactory completion of supply of the foot wear articles and completion of entire awarded Service.
- (6) The Director, Central Leprosy Teaching & Research Institute shall be at liberty to withhold any of the payment in full or in part for recovery of penalties if any.
- (7) Terms of Payment as stated in the Tender Document shall be final.

15. Warranty:-

1. Successful bidder should be responsible supply of the all footwear articles and minimum one year Warranty should be given for all hospital consumables in case of any replacement.
2. In case of any local made or duplicate or compatible during supply, the same will be rejected and bidders will be blacklisted and the EMD will be forfeited to Govt. Account without assigning reasons.
3. Successful bidder should be responsible for any warranty issue during the Warranty period and should be rectified if any defect, repair condition; the same should be replace with original brand.


31/8/2021
DIRECTOR



PARAMETERS/TECHNICAL SPECIFICATIONS

(See Clause 4 (a) and 12 (9) of Annexure-I)

Sub: - Limited Tender (Two Bid System) for supply of Foot wear articles - Reg.

Ref:- Tender No.F5-12/2021 CS dated 03.08.2021

Item No.	Item Name	Specification	specification to be supplied by bidder
1	Hand stitching needle	Large	
2	Velcro	Size 1"	
3	Leather dye	Lack colour	
4	Velcro	Size 2"	
5	Ethaflex (Brown)	3mm and 4mm and 6mm	
6	Ethaflex (Black)	3mm and 4mm respectively	
7	Split pin	Size ½"	
8	Roller (buckle)	Size ¾"	
9	D Ring (buckle)	Size ¾" - Pentagonal	
10	D – Ring (Velcro)	Size 1"	
11	Iron rivit	Thickness 4mm Length ½"	
		Thickness 4mm Length ¾"	
		Thickness 4mm Length 1"	
12	Handsaw blade	Hi-speed	
13	Rivit button (Black)	Size 9mm	
14	POP powder	Dental care plaster of peris powder (25 kg bag)	
15	Leather (brown)	1.5mm thickness	
16	Leather (Black)	1.5mm thickness	
17	Ethaflex sheet	Size 5 x 6 sq. ft, Thick ½"	
18	Goat lining	1.5mm thickness	
19	Copper rivit	Thick 4mm , Length 1" and ¾" each	
20	Sewing machine	Leather stitching with motor	

I/We accept and confirm the above specification of the footwear articles as per your requirement. In case of any breach of terms and conditions, I/We accept that Earnest Money Deposit (EMD) of Rs10,000/- submitted by me/us will be forfeited to Govt. Account.

Date:

(Signature of bidder with seal)

Important Note:- ANNEXURE-II will be submitted in Company/Firm Letter pad/Letterhead

PRICE BID

(See Clause 4(b) and 12(10) of Annexure-I)

Sub: - Limited Tender (Two Bid System) for supply of Footwear articles – Reg.

Ref:- Tender No.F5-12/2021 CS dated 03.08.2021.

1. PRICE SCHEDULE (as per specification & technical mentioned in Annexure-II):-

Item No.	Item Name	Specification	Base Cost for per no./ meter/kg/Sdm/ sheet/feet (in Rs.)	GST % & Cost per Qty	Total Cost per no./meter/ Sdm/sheet/ feet (in Rs.)
1	Hand stitching needle	Large (per number)			
2	Velcro	Size 1" (per meter)			
3	Leather dye	Lack color (per kg)			
4	Velcro	Size 2" (per meter)			
5	Ethaflex (Brown)	3mm and 4mm and 6mm respectively (per sheet for each size)			
6	Ethaflex (Black)	3mm and 4mm respectively (per sheet for each size)			
7	Split pin	Size ½" (per number)			
8	Roller (buckle)	Size ¾" (per number)			
9	D Ring (buckle)	Size ¾" - Pentagonal (per number)			
10	D – Ring (Velcro)	Size 1" (per number)			
11	Iron rivit	Thickness 4mm Length ½" (per 500gm)			
		Thickness 4mm Length ¾" (per 500gm)			
		Thickness 4mm Length 1" (per 500gm)			
12	Handsaw blade	Hi-speed (per number)			
13	Rivit button (Black)	Size 9mm			

14	POP powder	Dental care plaster of paris powder (25 kg bag)			
15	Leather (brown)	1.5mm thickness (per sdm)			
16	Leather (Black)	1.5mm thickness (per sdm)			
17	Ethaflex sheet	Size 5 x 6 sq. ft, Thick ½" (per sheet)			
18	Goat lining	1.5mm thickness (per sdm)			
19	Copper rivit	Thick 4mm , Length 1" and ¾" each (per number each)			
20	Sewing machine	Leather stitching with motor			

2. I/We confirm that Earnest Money Deposit (EMD) of Rs. 10,000/- has been paid through
-

Date:

(Signature of bidder with seal)

Important Note:

1. Price Bid should be in company letter pad and signed by bidder.
2. Rate should strictly be quoted for per kg/Sdm/number/Sheet/meter wherever marked above.
3. The quoted price per quantity should be valid for a period of one year from the date of opening of the tender.

PRICE BID

(See Clause 4(b) and 12(10) of Annexure-I)

Sub: - Limited Tender (Two Bid System) for supply of Footwear articles – Reg.

Ref:- Tender No.F5-12/2021 CS dated 03.08.2021.

1. PRICE SCHEDULE (as per specification & technical mentioned in Annexure-II):-

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2	Velcro	Size 1" (per meter)			
3	Leather dye	Lack color (per kg)			
4	Velcro	Size 2" (per meter)			
5	Ethaflex (Brown)	3mm and 4mm and 6mm respectively (per sheet for each size)			
6	Ethaflex (Black)	3mm and 4mm respectively (per sheet for each size)			
7	Split pin	Size ½" (per number)			
8	Roller (buckle)	Size ¾" (per number)			
9	D Ring (buckle)	Size ¾" - Pentagonal (per number)			
10	D – Ring (Velcro)	Size 1" (per number)			
11	Iron rivit	Thickness 4mm Length ½" (per 500gm)			
		Thickness 4mm Length ¾" (per 500gm)			
		Thickness 4mm Length 1" (per 500gm)			
12	Handsaw blade	Hi-speed (per number)			
13	Rivit button (Black)	Size 9mm			

**BIDDER'S FIRM PROFILE
(IN LETTERHEAD)**

To:
The Director,
Central Leprosy Teaching & Research Institute,
Ministry of Health & Family Welfare,
Chengalpattu-603001, Tamil Nadu

**Sub: - Inviting sealed Limited Tender (Two Bid System) for supply of
footwear articles – Reg.**

Ref: - Limited Tender No.F5-12/2021 CS dated 03.08.2021

1. Name of the Bidder :
2. Name of the Company/Concern :
(i.e, Sole proprietor or Partnership firm or
a company or Government Department or a
public sector organization)
3. Address of Registered, Corporate Office :
with Contact details
4. Address of Branch Office with :
Contact details
5. Address for contact of Service & :
Maintenance during warranty period &
after warranty period
6. Service Engineers Contact details :
7. Whether EMD (Earnest Money Deposit) is paid? :
Receipt No. & Date :
Name of Bank :
EMD Amount (In figure) :
EMD Amount (In words) :
8. Acceptance of Parameter/Technical :
Specification as per Annexure-II
10. The offered products are in accordance : YES / NO
with the required specifications and
Technical requirements

Undertaking

1. I/We undertake that I/we have carefully studied all the terms and conditions mentioned in Annexure-I of tender document and understood the parameters of the proposed supply of Printer, Toner and Cartridges for Central Leprosy Teaching & Research Institute, Govt of India, Ministry of Health & Family Welfare, Chengalpattu – 603 001, Tamil Nadu and shall abide by us.
2. I/We also undertake that I/we have understood "Parameters and Technical specifications" for performing the supply of goods mentioned in Annexure-II of the tender and shall execute the work strictly as per the parameters and technical specifications"
3. I hereby certify that the original product for all items mentioned in the Annexure-II will be supplied. If any duplicate or compatible toner or cartridge found later, I assure that the same will be replaced with original product.
4. I/We further undertake that the information given in this tender are true and correct in all respect and we hold the responsibility for the same.
5. I/We shall be responsible for rejection/cancellation of tender and for criminal proceedings if the material supplied is found sub standard at a future date.

(Signature of bidder with stamp of the firm/company)

Office Seal

Date: