



Samvedana Foundation
A/20, Keshavkunj Society, I.O.C.Road
Chandkheda, Ahmedabad
Gujarat – 382 424



Email: samvedanafoundation@yahoo.co.in

NIT No.: SF/DNT/ SFURTI/2021/02

Date:18.09.2021

Sealed Tenders are invited by **Samvedana Foundation**, the Implementing Agency of Samvedna Coir Cluster, Banaskantha from reputed coir machinery manufacturers for the work mentioned below:

Name of Work
Supply, erection and commissioning of machineries, equipment and its accessories for the Common Facility Center of Samvedna SFURTI Coir Cluster, Banaskantha on turnkey basis under the Scheme of Fund for Regeneration of Traditional Industries (SFURTI) of Coir Board, Ministry of MSME, Government of India.

Tender document is available in the website www.coirboard.gov.in and to enable the tenderers download the tender document up to 05.00 PM on 08.10.2021 for further details.

Date & Time of Release of Tender	18.09.2021, 11:00 AM
Date & Time for Pre Bid Meeting	24.09.2021, 11:00AM
Last Date & Time for Submission of Bid	08.10.2021, 05.00 PM
Date & Time of Opening of Bid	11.10.2021, 11.00 AM

Place Tender Submission: Coir Board Show Room and Sales Depot, Pran Vijay, Opp. Bata Showroom, Ashram Road, Navarngpura, Ahmedabad -380009.

Place of Opening of Technical bid and Price bid: Coir Board Show Room and Sales Depot. Pran Vijay, Opp. Bata Showroom, Ashram Road, Navarngpura, Ahmedabad -380009.

Secretary
M/s. Samvedna Foundation

Technical Agency
Entrepreneurship Development Institute of India

www.ediindia.org Phone Nos. +91-7923969154

TENDER FOR THE SUPPLY, INSTALLATION, TESTING, COMMISSIONING AND TRAIL RUN OF MACHINERY AND EQUIPMENT FOR THE COMMON FACILITY CENTRE OF SAMVEDNA SFURTI COIR CLUSTER, BANASKANTHA

1. BACKGROUND

Ministry of MSME, Government of India has formulated “Scheme of Fund for Regeneration of Traditional Industries (SFURTI)”, for the development of Village industries and Coir clusters in order to organize the traditional industries and artisans for their growth and long term sustainability. Coir Board is the Nodal Agency for the development of coir clusters under the scheme, undertakes the role of programme fund management, in addition to monitoring and evaluation of project implementation.

The scheme specifies the following institutional arrangement at the operational level:

- a Special Purpose Vehicle (SPV) is formed to develop and manage the cluster
- an Implementing Agency (IA) is appointed to undertake scheme implementation
- a Technical Agency (TA) is designated to assist and guide the scheme implementation

SAMVEDANA SFURTI COIR CLUSTER - the Special Purpose Vehicle (SPV) of Banaskantha Coir Cluster proposes to establish a Common Facility Centre (CFC) at Survey No. 111/1, Divdi village, Danta, Banaskantha, Gujarat with the financial assistance from Government of India under SFURTI.

The scheme envisages establishment of upgraded production infrastructure, as the Common Facility Center (CFC), for the manufacturing of coir products and stipulates the building construction and machinery procurement for the establishment of CFC should adhere the General Financial Rules (GFR) of Government of India. Accordingly, the tender procedures are being undertaken for the procurement of machineries, equipment and its accessories.

In this context, on behalf of SPV, SAMVEDANA FOUNDATION, Chandkheda, Ahmedabad, the implementing agency of SAMVEDANA SFURTI COIR CLUSTER, invites sealed tenders from reputed manufacturers in “Two Cover System” for the supply, erection, and commissioning of **machinery/equipment** on turnkey basis through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as 11.10.2021.

The tender comprises of 2 packages. The Tender for each package has to be submitted separately and each package will be considered as separate tender. The tenderer can bid one or more packages subject to fulfillment of eligibility criteria for the respective package. The successful bidder to be selected through this tender is expected to undertake supply, erection and commissioning of machineries, equipment and its accessories as specified, for each

package, in the tender. The Tender notification has been published fixing the date of opening of tender as 11.10.2021, 11.00 AM.

2. SCOPE OF WORK

- a. The successful tenderer should undertake supply, erection and commissioning of machineries, equipment and its accessories for the common facility centre of Samvedna SFURTI Coir Cluster on turnkey basis.

Package	Supply Item (on turnkey basis)
Package I	Garden Article, Coir Ornaments and Coir Handicrafts making Machinery/Equipment
Package II	Coir Pith Block making machine

The tenderer can bid one or more packages subject to fulfillment of eligibility criteria for the respective package.

- b. The detailed specification is given in Annexure-I for each package separately. The successful tenderer should adhere the schedule of supply and complete erection, commissioning and performance testing as prescribed in the schedule of supply for each package.
- c. The location of contract execution under CFC is at **Survey No. 111/1, Divdi village, Danta, Banaskantha, Gujarat**. The successful tenderer should undertake supply, erection, commissioning and performance testing in the above said location.

3. QUALIFICATION CRITERIA

Clause	Qualification Criteria	Supporting Documents
3(a)	The tenderer should be a registered legal entity.	<p>(i) In case of Private / Public Limited Companies,</p> <ul style="list-style-type: none"> • Copy of Incorporation Certificate issued by the Registrar of Companies • Copy of Memorandum and Articles of Association <p>(ii) In case of Partnership firm,</p> <ul style="list-style-type: none"> • Registered Partnership deed <p>(iii) In case of Proprietorship Concern,</p> <ul style="list-style-type: none"> • Copy of UDYAM Registration /Udyog Aadhaar / GST Registration Certificate / PAN Card.

3(b)	The tenderer should be a manufacturer/ authorized dealer of Original Manufacturer of the machinery.	<p>(i) In case of Manufacturer,</p> <ul style="list-style-type: none"> • Copy of UDYAM Registration / Udyog Aadhaar and GST registration/Production Certificate from relevant authority. <p>(ii) In case of Authorized dealer of the Manufacturer,</p> <ul style="list-style-type: none"> • Valid dealership certificate from OEM 						
3(c)	The tenderer should have at least 3 years of experience (as on 31 st August 2021) in the field of manufacture/sales of tendered items, for which the bidder bids.	<p>(i) Purchase orders issued by clients;</p> <p>(ii) Performance certificate issued by clients;</p> <p>(iii) List of similar orders executed in the last 3 years as per Annexure- V</p>						
3(d)	<p>The minimum Average Annual Turnover of the tenderer in the last three financial years i.e. 2017-18, 2018-19 and 2019-20 or 2018-19, 2019-20 and 2020-21 shall be given</p> <table border="1" data-bbox="407 814 764 919"> <thead> <tr> <th>Package</th> <th>Turnover</th> </tr> </thead> <tbody> <tr> <td>Package I</td> <td>30.00 lakhs</td> </tr> <tr> <td>Package II</td> <td>10.00 lakhs</td> </tr> </tbody> </table>	Package	Turnover	Package I	30.00 lakhs	Package II	10.00 lakhs	<p>(i) The average annual turnover statement duly certified by Chartered Accountant as per Annexure IV.</p> <p>(ii) The Audited / certified copies of Annual Balance Sheets, Profit & Loss statement along with schedules for the last 3 consecutive financial years</p>
Package	Turnover							
Package I	30.00 lakhs							
Package II	10.00 lakhs							
3I	The tenderer should not have been blacklisted for supply of any items or services by any Government departments/agency	The declaration form as per Annexure VI should be closed.						

4. LANGUAGE OF THE TENDER

The Tender prepared by the tenderer as well as all correspondences and documents relating to the Tender shall be in English language only. If the supporting documents are in a language other than English the notarized translated English version of the documents should also be enclosed.

5. PURCHASE OF TENDER DOCUMENTS

- a) The tender document shall be downloaded from www.coirboard.gov.in or at free of cost. The tenderer should give a declaration for not having tampered the Tender document downloaded from Internet (as per Annexure VII).
- b) The tender document can be downloaded from 18.09.2021 to 08.10.2021.

6. PREBID MEETING

There will be a pre-bid meeting on 24.09.2021 at 11.00 am in the office of the Coir Board Show Room and Sales Depot, Pran Vijay, Opp. Bata Showroom, Ashram Road, Navarngpura, Ahmedabad-380009 during which the prospective tenderers can get clarifications about the tender. However, the IA at its sole discretion may choose to hold this meeting in virtual mode. The tenderers shall send their queries in writing if any so as to reach IA, physically or via email communication, at least two days prior to the pre-bid

meeting date which would be promptly addressed in the meeting. The tenderers are advised to check www.coirboard.gov.in for up-to-date information like change in date / venue etc., of pre-bid meeting as IA may not be able to identify and communicate with the prospective bidders at this stage. Non attending of pre- bid meeting is not a disqualification.

7. CLARIFICATION ON THE TENDER DOCUMENT

The tenderers may ask for queries in any of the clauses in the tender document before 48 hours of the opening of the tender. Such queries may be sent in writing to “Samvedana Foundation, A/20, Keshavkunj Society, IOC Road, Chandkheda, Ahmedabad (Gujarat)-382424” Or by e-mail to samvednafoundation@yahoo.co.in . IA will upload the clarification on www.coirboard.gov.in. It is binding on the part of tenderers to check the above said website for any amendments or clarifications post enduring the entire tender process.

8. AMENDMENT OF TENDER DOCUMENT

To issue Amendment, IA in consultation with NA/TA as a result of a query, suggestion or comment of an Applicant or a Respondent may modify the tender document by issuing an addendum or a corrigendum at any time before the opening of the tender, with the concurrence of the tender committee. Any such addendum or corrigendum will be uploaded on www.coirboard.gov.in and the same will be binding on all Applicants or Respondents or Tenderers, as the case may be.

9. AUTHORISATION OF THE TENDERER

The Tender should be signed on each page by the Tenderer or by the person who is duly authorized for the same by the Tenderer.

10. SUBMISSION OF TENDER IN TWO COVER SYSTEM

- (a) **The tender comprises of 2 packages. The tenderer can bid one or more packages.** Tender for each package have to be submitted separately and each package will be considered as separate tender. Bidders who apply multiple packages shall comply with the conditions and clauses pertaining to the respective packages and shall submit the bid for each package separately. **The Technical Specification of each package is given in Annexure I.**
- (b) Every page of the terms and conditions of the tender document should be signed and enclosed with the tender, in token of having accepted the tender conditions. Failing which the tender will be rejected summarily.
- (c) Tenders should be submitted in **two parts for each package separately:**
 - a. Part I will cover technical bid and
 - b. Part II will cover price bid

- (d) Tenderers should ensure submission of all documents pertaining to Part-I and Part II proposals separately as per the Check list given in Annexure-X.
- (e) Tenderers are requested to place Part I and Part II documents in separate sealed covers. Part I cover to be superscripted as **“Part I – Technical bid (Package No:)”** and Part II cover to be superscripted as **“Part II – Price bid (Package No:)”** respectively, mentioning the name and address of the Tenderer in each of the both covers. These two sealed covers (Part I and Part II) must be placed in a single outer cover superscripted as **“Tender for the supply, erection and commissioning of machineries, equipments and its accessories for the Common Facility Centre of Samvedna SFURTI Coir Cluster on Turnkey basis (Package No: ___)”** and addressed to **“Coir Board Show Room and Sales Depot, Pran Vijay, Opp. Bata Showroom, Ashram Road, Navarngpura, Ahmedabad -380009”** mentioning the name and address of the Tenderer in the outer cover. **Tenders shall be submitted in sealed cover; unsealed tenders would summarily be rejected.**
- (f) Tenders should be dropped only in the tender box kept at the office of **“Coir Board Show Room and Sales Depot, Pran Vijay, Opp. Bata Showroom, Ashram Road, Navarngpura, Ahmedabad -380009”** on or before 05.00 PM on 08.10.2021. Tenders will not be received by hand.
- (g) Alternatively, the tenders can be submitted through registered post so as to reach the above address on or before 05.00 PM on 08.10.2021. Tenders received after the specified time will not be considered and IA will not be liable or responsible for any postal delays.
- (h) A tender once submitted shall not be permitted to be altered or amended.

11. EARNEST MONEY DEPOSIT (EMD)

As per the Office Memorandum issued by Procurement policy Division, Department of Expenditure, Ministry of Finance vide letter no.F.9/4/2020-PPD dated 12.11.2020, the bidders are exempted from submission of EMD.

The tenderer should submit **“BID SECURITY DECLARATION”** as per the format given in Annexure XI, failing which the bid is liable for rejection.

If the tenderer emerges as the successful bidder and after subsequent issuance of letter of acceptance by the IA, failure to sign the agreement, to remit the Security Deposit or to execute the contract as per tender conditions, will result in blacklist of the firm upto a maximum period of 3 years.

12. VALIDITY

- (a) The rate quoted in the Tender should be valid for the acceptance by the IA for a minimum period of 90 days from the date of opening of the Tender.
- (b) The accepted rate of the successful tenderer is valid till the entire contract is fully completed. Escalation in the rates will not be entertained under any circumstances.

13. OPENING AND EVALUATION OF THE TENDER

- (a) The tender box will be closed at 5.01 PM as per the office clock on 08.10.2021 (Place of tender submission: : **Coir Board Show Room and Sales Depot, Pran Vijay, Opp. Bata Showroom, Ashram Road, Navarngpura, Ahmedabad - 380009**) and the received tenders in the tender box will only be opened. Tenders received after specified date and time will not be accepted. The Tender will be opened by the Tender committee at 11.00AM on 11.10.2021 in the presence of the available Tenderers/ representatives of the Tenderers who choose to be present. The venue of the Bid opening shall be at the **Coir Board Show Room and Sales Depot, Pran Vijay, Opp. Bata Showroom, Ashram Road, Navarngpura, Ahmedabad -380009**. The Tenderers or their authorized agents are allowed to be present at the time of opening of the tenders.
- (b) Tender Committee will inform the attested and unattested corrections, before the Tenderers and sign all such corrections in the presence of the Tenderers. If any of the Tenderers or agents not present then, in such cases the Committee will open the tender of the absentee Tenderer and take out the unattested corrections and communicate it to them. The absentee Tenderer should accept the corrections without any question whatsoever.
- (c) If the date fixed for opening of the tender happens to be a Government holiday, the sealed tenders will be opened at 11.00 AM on the next day.
- (d) The Technical bid will be evaluated by the tender committee in terms of the qualification Criteria. The committee reserves the right to disqualify any of the tender in case the Committee is not satisfied with the documents furnished.
- (e) IA may arrange for field inspection, if necessary, to verify their pre-qualifying conditions before opening of Part II cover and in case if any failure to satisfy the requirements, their Tender will be rejected and their Part-II Cover will not be opened.

- (f) After the completion of evaluation of technical bids, the tenderers declared as qualified by the Committee, will be informed the date of opening of Price bid (Part- II).

14. PRICE OFFER

- (a) The Price bid should be kept only in the Part -II cover.
- (b) The price bid should be prepared as per Annexure-IX.
- (c) The price should be neatly and legibly written both in figures and words.
- (d) In case of discrepancy between the prices quoted in words and figures lower of the two shall be considered.
- (e) If a bidder quotes NIL charges/consideration, the bid shall be treated as unresponsive and will not be considered.
- (f) Part-II bid should not contain any commercial conditions. Variation in the commercial terms and conditions of the tender will not be accepted.

15. EVALUATION OF THE PRICE

- (a) The Tender committee will examine for complete, properly signed and error-free nature of the Price bid (Part-II)
- (b) The comparison of the rates offered shall be based on the total all-inclusive rates offered (i.e. sum of all inclusive rate offered for all the tendered items).

16. AWARD OF CONTRACT

- (a) The Technically qualified Tenderer who has quoted lowest price (L1) will be issued the 'Letter of Acceptance' by the Implementing Agency.
- (b) In unavoidable circumstances, such as receipt of very limited bids or the proposal prices are substantially higher than the market value / updated cost estimate or available budget, the committee may decide upon resorting to Negotiation with the lowest evaluated responsive bidder. In such cases, the Tenderer who has quoted lowest price (L1) will be invited for negotiations and after finalizing the negotiated rate, Letter of Acceptance will be issued.

17. SECURITY DEPOSIT

- (a) On receipt of the Letter of Acceptance from IA, the successful tenderer should remit a Security Deposit (SD) of 3% of the value of the contract in the form of Account payee Demand Draft from any national scheduled banks payable at Banaskantha or irrevocable Bank Guarantee with a validity period of one year in

favour of “SAMVEDANA SFURTI COIR CLUSTER”, within 10 (Ten) working days from the date of receipt of letter of acceptance.

- (b) Any other amount pending with IA will not be adjusted under any circumstances, against the Security Deposit if so requested.
- (c) Security Deposit amount remitted will not earn any interest.

18. AGREEMENT

The successful tenderer should execute an agreement as may be drawn up to suit the conditions on a non-judicial stamp paper of value, as prescribed in law on the date of remittance of Security Deposit and shall pay for all stamps and legal expenses incidental thereto. In the event of failure to execute the agreement, within the time prescribed, the SD amount remitted by the tenderer will be forfeited besides cancelling the Tender.

19. ISSUE OF PURCHASE ORDER

After payment of Security Deposit and successful execution of the agreement, Purchase Order will be released within 10 days by the IA. The successful tenderer should complete the supply, erection & commissioning and performance test of machineries, equipment and its accessories within stipulated time from the date of receipt of Purchase Order.

20. SCHEDULE OF SUPPLY

- (a) The specification of machineries, equipment and its accessories should be as per Annexure-I of the respective package.
- (b) The supply, erection & commissioning and performance test of machineries, equipments and its accessories for the respective packages shall be completed within 45 days from the date of issue of purchase order. Delay beyond this period will attract penalty.
- (c) The machineries, equipment's and its accessories should be delivered and installed at the address as given below: **Survey No. 111/1, Divdi village, Danta, Banaskantha, Gujarat.**
- (d) If the contract is not completed within the stipulated time or extended time, Tender Committee will hold full authority to cancel the tender or take any such action that will be deemed fit to the occasion at the risk and cost of the successful tenderer. Such cancellation will entail forfeiture of Security Deposit, as applicable.
- (e) In the event of non- performance of the contractual provisions or failure to effect the supply, erection & commissioning and performance test within the stipulated time or during the extended period and if it is found that the supplier, has not fulfilled the

- (f) contractual obligation with IA in any manner during the currency of the contract or also found on later date, Tender Committee reserves the right to disqualify such supplier to participate in future tenders or black list the firm up to a maximum period of 3years.
- (g) Every step will be taken by the IA to make infrastructure ready at the scheduled time of dispatch of Machinery, equipment and its accessories. If there is any delay due to any reason on the part of the IA, release of payment will be considered on the basis of delivery schedule given in Purchase Order.

21. PERFORMANCE TEST

- (a) The successful tenderer shall demonstrate the performance of the machineries, equipment and its accessories in complete conformity with the relevant technical specifications and performance parameters as specified in the Purchase Order
- (b) This demonstration should be done as stipulated by the IA.
- (c) The performance tests should be completed within 15 days from the date of delivery of machineries, equipment and all accessories. However the period of supply, erection, commissioning and performance test should not exceed the period stipulated in the schedule of supply.

22. TRAINING OF STAFF

- (a) The successful tenderer should provide training to Staff on the operation and maintenance of the machineries, equipment and its accessories after completion of the performance test.
- (b) The successful tenderer should provide 2 hard copies and soft copies of brochures & operation manuals for the machineries, equipment and its accessories to IA.

23. PERFORMANCE GUARANTEE

- (a) The machineries, equipment and its accessories are to be guaranteed for a period of 12 months from the date of completion of performance test against manufacturing defect, bad workmanship or poor performance.
- (b) During performance guarantee period of 12 months the successful tenderer should attend any call from IA immediately, in case of any problems, related to operation or malfunctioning of the machinery, equipment & accessories, without any delay

for regular operation of the machinery. The above service should be done at Free of cost.

- (c) After completion of one year performance guarantee period successfully, the performance security (bank guarantee) furnished by the tenderer will be returned to him, after recovery of dues if any.

24. PAYMENT TERMS

- (a) 30% of contract value will be paid as advance on execution of agreement against Bank guarantee. The Tenderer should produce Bank Guarantee for the equal amount, which should be valid for a minimum period of 12 months. If necessary the bank guarantee should be extended for the required period as requested by IA.
- (b) 40% of the contract value will be paid, against bills, on receipt of the complete set of machinery, equipments and its accessories as per the order in full in good condition, at the CFC site, after acceptance by the tender committee.

(OR) Alternatively, the bidder may opt for 70% of Contract value on supply of the complete set of machinery, equipments and its accessories as per the order in full in good condition, at the CFC site, after acceptance by the tender committee, instead of claiming first installment of 30% as advance payment against bank guarantee.

The IA may consider payment of running bills on request of supplier(s). The discretion in this regard will remain with the buyer/IA.

- (c) 25% of the contract value will be paid on successful completion of performance test.
- (d) The balance 5% and SD will be released only after satisfactory completion of the entire contract and submission of performance guarantee equivalent to 3% [Section 23] of the total value of contract valid for 1 year towards performance guarantee.
- (e) IA also reserves the right to recover any dues from the tenderer, which is found on later date, during audit/excess payment, after final settlement is made to them. The successful tenderer is liable to pay such dues to the IA immediately on demand, without raising any dispute/protest.

25. PENALTY

- (a) Failure to execute the entire contract within 45 days from the date of issue of purchase order will attract a penalty of 1% per week, on the full value of the contract up to a maximum of 5%. Delays beyond that period will be viewed as violation of the contract terms and will be dealt accordingly.
- (b) The response time for attending the complaint raised by IA has to be within 48 hours and resolution time for the same has to be within the next 48 hours. Failure to comply with the above time line will attract a penalty of Rs.1000/- per day.
- (c) Any delay on the part of IA should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict IA from levying penalty.

26. TERMINATION OF CONTRACT

IA reserves the right to terminate the contract at any time during the validity period on account of non-fulfilment of contract or for any of the reasons.

27. GENERAL CONDITIONS

- (a) Conditional tender in any form will not be accepted.
- (b) Any notice regarding any matters, to the supplier shall deemed to be sufficiently served, if given in writing to his usual or last known place of business.
- (c) The Tender Committee reserves the right to reject any or all the tenders without assigning any reason thereof.
- (d) Tender committee reserves the right to relax or waive or amend any of the tender conditions.
- (e) The successful tenderer shall not outsource/off load either full or part of the work to any other agency /individual.
- (f) If the performance of the tenderer is not as per the schedule, then tender committee reserves the right to cancel / reallocate full or part of the contract, at any stage of the contract execution.

28. ARBITRATION

- (a) In case of any dispute in the tender, including interpretation, if any, on the clauses of the tender or the agreement to be executed, the matter shall be referred by IA / Tenderer to an Arbitrator to be appointed by the Parties hereto by mutual

agreement. If no such Arbitrator could be appointed by mutual consent, the matter may then be referred to the Chairman, Coir Board for nominating an Arbitrator, the Arbitration proceedings being governed by the Arbitration and Conciliation (Amendment) Act 2015.

- (b) The venue of the Arbitration shall be at the Regional Office, Coir Board, Bangalore. The decision of the Arbitrator shall be final and binding on both the parties to the Arbitration.
- (c) The Arbitrator may with the mutual consent of the parties, extend the time for making the award. The award to be passed by the Arbitrator is enforceable in the court at Ahmedabad only.

29. JURISDICTION OF THE COURT

Any dispute arising out of non-fulfillment of any of the terms and conditions of this Tender/Agreement or any other dispute arising out of the arbitration award will be subject to the jurisdiction of the Courts in Ahmedabad only.

We agree to the above terms and conditions.

SIGNATURE OF THE TENDERER

DATE:

NAME IN BLOCK LETTERS:

DESIGNATION:

ADDRESS:

TECHNICAL SPECIFICATION**PACKAGE – I**

	Machinery for Garden Article, Coir Ornaments Coir Handicrafts and others	No. of unit required
a)	<p>1. 30 Tons Coir Pot Garden Article Machine (Product requirements like flower pots, hanging basket liner of 12” dia, Mulch mats of 6”, 8”,12” and 14”, Coco pole, wall panel of 600x600 mm, horizontal/vertical garden panels etc).</p> <p>a. Press Type :</p> <p>b. Tonnage :</p> <p>c. No. Of Daylight :</p> <p>d. Max. Daylight :</p> <p>e. Min. Daylight :</p> <p>f. Patten Size :</p> <p>g. Control System :</p> <p>h. No of Dies :</p>	1

"Any accessories, parts, components not specified/stated in the specifications but which are necessary for satisfaction operation of the machinery shall deem to be included in the scope of supply".

PACKAGE – II

	Coir Pith Block Making Machine	No. of unit required
a)	Coir Pith Block Making Machine 1Kg and 5Kg including following parts	1 complete set
	COCO PEAT SCREENER (Cone Type) 3 Metre Length with 2 HP motor, with reduction Gear box	1
	COCO PEAT COMPACTING MACHINE 1 KG and 5KG Pith Block Machine with cooling Tower 100-110 Blocks per Hour Block Size : 30x30x9 to 12cm Compaction Ratio: 6:1 Press Capacity : 100 Tonnes Motor : 20HP	1
	SHRINK WRAPPER EQUIPMENT. Wrapping 500 grams to 5 Kg block	1
	SAND SIEVER Production 2000 kgs/Hour, Inclusive of Suitable Capacity of Motor	1
	CONVEYOR AS PER REQUIREMENT	As per requirement
	BUSTER Pith Block Waste Buster as per requirement	1

"Any accessories, parts, components not specified/stated in the specifications but which are necessary for satisfaction operation of the machinery shall deem to be included in the scope of supply".

ANNEXURE – II

PART-I

Date: _____

From,

Firm Name:

Address:

Ph:

Fax:

E-mail:

To,

Secretary

Samvedana Foundation

A / 20, Keshavkunj Soceity,

I.O.C. Road, Chandkheda,

Ahmedabad, Gujarat – 382424

Sir,

Sub: Tender for the supply, erection and commissioning of machineries, equipment and its accessories for the Common Facility Center of Samvedna SFURTI Coir Cluster on turnkey basis (Package Number: _____) - Submission of Part I – Reg.

Ref: Your Tender Notice Dt.

With reference to your tender notice, we submit herewith our sealed Tender for the supply, erection and commissioning of machineries, equipments and its accessories for the Common Facility Center of Samvedna SFURTI Coir Cluster on turnkey basis, as specified by IA in this tender document.

We enclose the following documents:

- 1) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 2) Bid Security Declaration (as per Annexure – XI)
- 3) Authorization letter from the Company for the person to sign the tender.
- 4) Details of the Tenderer (as per Annexure-III)
- 5) Average annual turnover statement duly certified by a Chartered Accountant (as per Annexure-IV).

Signature of the Tenderer with Seal

- 6) List of similar orders executed in the last 3 years as per Annexure-V
- 7) Declaration for not having black listed by any other Govt. agencies (as per Annexure-VI).
- 8) Declaration for not having tampered the Tender documents downloaded from the websites www.coirboard.gov.in (Annexure-VII).
- 9) The copy of certificate of incorporation/registration(If applicable)
- 10) Copy of Memorandum and Articles of Association(If applicable)
- 11) Copy of Registered Partnership deed, in case of Partnership Firm(If applicable)
- 12) Copy of UDYAM Registration/Udyog Aadhaar, GST Registration Certificate & PAN Card
- 13) Copy of valid dealership certificate from OEM (In case of dealer)
- 14) Purchase Orders issued by the clients.
- 15) Performance certificate issued by the clients.
- 16) The Audited / certified copies of Annual Balance Sheets, Profit & Loss statement along with schedules for the last 3 consecutive financial years FY 2017- 18, FY 2018-19 and FY 2019-20 or FY 2018-19, FY 2019-20 and FY 2021-21. [*Please delete which range is not applicable*]
- 17) Latest I.T return. [AY 2020 or 2021]
- 18) Notarized translated English version of the documents in a language other than English/Hindi/Gujarati, if any.

Yours faithfully,

SIGNATURE OF THE TENDERER
(with seal and address)

ANNEXURE - III

DETAILS OF THE TENDERER

1. Name of the Tenderer	
2. Contact Number, Email Id, website etc for the Head of the organization/firm of tenderer	
2. Registered Office Address	
3. Authorised Person (Name, contact number, email id)	
4. Date of Incorporation/ registration	
5. Legal Status (Please specify Proprietorship/partnership/LLP /Company/OPC etc)	
6. Eligible license holder of	
7. Brief profile of the tenderer	
8. Number of staffs on regular payroll	
9. Details of infrastructure available: (attach a separate sheet)	
11. Office Address in Gujarat with contact details, if any	
11. UDYAM Registration No, if applicable	
12. PAN Number	
13. GST Registration Number	

SIGNATURE OF THE TENDERER

(with seal and address)

ANNUAL TURN OVER STATEMENT

The Annual turnover of M/s. _____ for the past three years are given below and certified that the statement is true and correct. Please provide the details for any three consecutive FYs.

Sr.no.	Financial Year (FY)	Turnover (Rs. in lakh)
1	2017-2018	
2	2018-2019	
3	2019-2020	
4	2020-2021	
	Total	
Average annual turnover		

DATE :

SIGNATURE OF THE TENDERER

SIGNATURE OF CHARTERED ACCOUNTANT
(with seal and Address)

LIST OF SIMILAR ORDERS EXECUTED IN THE PAST 3 YEARS

(Please provide the details for each project in separate sheet along with Purchase order/completion certificate from client)

Sl. No	Name & address of the client	Phone / Mobile Number	Name of the machinery	Quantity Supplied	Amount (in INR)	Year of supply	Purchase Order/ Completion certificate enclosed (Yes/No)

SIGNATURE OF THE TENDERER

(with seal and address)

CERTIFICATE

Date: _____

Certified that M/s.....the firm /company or its partners
/ shareholders had not been blacklisted by any Government Agencies.

SIGNATURE OF THE TENDERER
(with seal and address)

DECLARATION FORM

Date: _____

a) I/We having our office at do declare that I/We have carefully read all the conditions of tender floated vide tender ref.no._____ for the supply, erection and commissioning of machineries, equipments and its accessories for the Common Facility Center of Samvedna SFURTI Coir Cluster on turnkey basis and will complete the contract as per the tender conditions.

b) I/We have downloaded the tender document from the internet site **www.coirboard.nic.in**. I/We have not tampered / modified the tender document in any manner. In case, if the same is found to be tampered / modified, I/ We understand that my/our tender will be summarily rejected and full Earnest Money Deposit will be forfeited and I /We am/are liable to be banned from doing business with Samvedna Foundation / Samvedna SFURTI Coir Cluster or prosecuted.

SIGNATURE OF THE TENDERER
(with seal and address)

PART-II

From,

Name:
Address:
Ph:
Fax:
E-mail:

To,
Secretary
Samvedana Foundation
A / 20, Keshavkunj Soceity,
I.O.C. Road, Chandkheda,
Ahmedabad, Gujarat – 382424

Sir,

Sub: Tender for the supply, erection and commissioning of machineries, equipment and its accessories for the Common Facility Center of Samvedna SFURTI Coir Cluster on turnkey basis (Package Number : _____) - Submission of Part II – Price Offer-Reg.

Ref:- Our tender (Technical Bid) submitted for the “supply, erection and commissioning of machineries, equipment and its accessories for the Common Facility Center of Samvedna SFURTI Coir Cluster on turnkey basis”

In continuation of our above tender, we submit herewith the price offer for the “Supply, erection and commissioning of machineries, equipment and its accessories for the Common Facility Center of Samvedna SFURTI Coir Cluster on turnkey basis” as specified by IA in this tender document.

We agree to abide by the terms and conditions stipulated by the IA and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the IA in this tender will hold good as per IA tender conditions.

Yours faithfully,

SIGNATURE OF THE TENDERER

ANNEXURE –IX

PRICE BID FOR PACKAGE I

S. N o.	Name of the Machinery	Basis Price per unit	GST	Total Price per unit	Quantity	Total price for all units including taxes
1.	Machinery for Garden Article, Coir Ornaments Coir Handicrafts and others				1	
2.	Erection & Commissioning, transportation, loading, unloading, Electrical Panel Board and Wiring etc.					
Grand Total Amount (In Rs.)						

Amount in
Words **Rupees.....only**

SIGNATURE OF THE TENDERER
(with seal and address)

Lowest Evaluated Price: The Grand Total Cost with Taxes in the above table will be evaluated to identify the lowest evaluated price.

PRICE BID FOR PACKAGE II

S. N o.	Name of the Machinery	Basis Price per unit	GST	Total Price per unit	Quantity	Total price for all units including taxes (In Rs.)
1.	Coir Pith Block Making Unit 1 Kg and 5 Kg (complete set)				1	
2.	Erection & Commissioning, transportation, loading, unloading, Electrical Panel Board and Wiring etc.					
Grand Total Amount (In Rs.)						

Amount in
Words Rupees.....only

SIGNATURE OF THE TENDERER
(with seal and address)

Lowest Evaluated Price: The Grand Total Cost with Taxes in the above table will be evaluated to identify the lowest evaluated price.

CHECKLIST OF DOCUMENTS *(must be shared alongwith technical bid)***Documents to be enclosed in Part-I:**

S.No	Checklist	Enclosed (Yes/No)	Reference in the Bid (Page No.)
1.	A covering letter on your letter head addressed to the Secretary/President, Samvedana Foundation A / 20, Keshavkunj Soccity, I.O.C. Road, Chandkheda, Ahmedabad, Gujarat – 382424 (as per Annexure-II)		
2.	Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions		
3.	Bid Security Declaration for exemption of EMD on being MSEs having UDYAM Registration or as detailed in Section 11 (Annexure-XI).		
4.	Authorization letter from the Company/Firm for the person to sign the tender, if it signed by person other than the Proprietor/Head of the Enterprise		
5.	Details of the Tenderer (as per Annexure-III)		
6.	Average annual turnover statement duly audited / certified by a Chartered Accountant (as per Annexure-IV)		
7.	List of similar orders executed in the last 3 years as per Annexure-V		
8.	Declaration for not having being black listed by any other Govt. agencies (as per Annexure -VI)		
9.	Declaration for not having tampered the Tender documents downloaded from the websites www.coirboard.gov.in (Annexure- VII).		
10.	The copy of certificate of Incorporation/registration.		
11.	Copy of Memorandum and Articles of Association, in case of a Company.		
12.	Copy of Registered Partnership deed, in case of Partnership Firm		

13.	Copy of valid production certificate / dealership certificate from OEM, in case of dealer.		
14.	Purchase Orders issued by the clients		
15.	Performance certificate issued by the clients		
16.	The Audited/ certified copies of Annual Balance Sheets, Profit & Loss statement along with schedules for the last 3 consecutive financial years FY 2017-18, FY 2018-19 and FY 2019-20 or FY 2018-19, FY2019-20 and FY 2020-21.		
17.	Latest I.T return		
18.	Notarized translated English version of the documents in a language other than English/Hindi/Gujarati, if any		

Documents to be enclosed in Part-II

Sl.No	Checklist	Enclosed (Yes/No)
1.	A covering letter on your letter head addressed to the Secretary, Samvedana Foundation, A / 20, Keshavkunj Soceity, I.O.C. Road, Chandkheda, Ahmedabad, Gujarat – 382424 (as per Annexure - VIII)	
2.	Price Bid as per Annexure - IX of the Tender document.	

Both ‘Part I – Technical bid’ cover and ‘Part II – Price bid’ cover must be placed in a separate sealed cover superscripted as “Tender for the supply, erection and commissioning of machineries, equipment and its accessories for the Common Facility Center of Samvedna SFURTI Coir Cluster on turnkey basis (Package No:____)” and addressed to “ Coir Board Show Room and Sales Depot, Pran Vijay, Opp. Bata Showroom, Ashram Road, Navarngpura, Ahmedabad -380009”, containing the name and address of the Tenderer.

Note: Tenders submitted in unsealed cover would summarily be rejected

Bid Security Declaration**<On the letter head of the Bidder or on a non-judicial stamp paper of value not less than Rs. 100>**

Date: _____

From,

Name:
 Address:
 Ph:
 Fax:
 E-mail Id:

To,

Secretary/President, Samvedana Foundation
 A / 20, Keshavkunj Soceity, I.O.C. Road,
 Chandkheda, Ahmedabad, Gujarat – 382424

Sir,

Sub: Bid Security Declaration for availing Bid Security/EMD exemption

Ref: Your Tender Notice No..... Dated

I Mr/Ms _____,
 representing M/s _____ Address _____

_____ declare that my/our enterprise is classified as Micro & Small Enterprise (MSE) under the relevant Act of Ministry of MSME, Govt of India or is registered with Coir Board/any other department of Ministry of MSME, Govt of India and accept that our enterprise will be suspended for the time specified in the tender document or as deemed appropriate by the competent authority if I/we:

- i. Have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- ii. Having been notified of the acceptance of our Bid by the purchaser during the period of bid validity
 - a. Fail or reuse to execute the contract, if required, or
 - b. Fail or reuse to furnish the Performance Security, in accordance with the instructions to Bidders.

Signature of the Head of the Tenderer
 With Seal