



**M/s. Society for National Excellence & Higher Achievement (SNEHA)**

*(Implementing Agency - Rajkanika Coir Cluster)*

**Office:** HIG 228, Kananbihar Phase - 1, Post - Patia,

Bhubaneswar, Dist - Khurdha, Odisha – 751031



**Tender Notice No. SFURTI-II/RAJKANIKA/MC-01/2021-22 dt.29.11.2021**

For and on behalf of M/s.SNEHA, sealed tenders are invited from reputed manufacturers / authorized dealers for supply, erection and commissioning of machineries, equipments and its accessories for the Common Facility Center of Rajkanika Coir Cluster under the “Scheme of Fund for Regeneration of Traditional Industries (SFURTI)”, supported by Coir Board, Ministry of MSME, Government of India.

The tender comprises of **4 packages**, as follows:

<b>Package</b>	<b>Supply Item</b>
I	Supply, erection and commissioning of <b>Coir Mobile Fibre Extraction (Swarna) machine</b> with its equipments and accessories on turnkey basis – <b>1 No.</b>
II	Supply, erection and commissioning of Coir Yarn Spinning machine with its equipments and accessories for the <b>manufacture of Coir two ply yarn</b> on turnkey basis – <b>12 Nos.</b>
III	Supply, erection and commissioning of <b>Coir Geo- Textile Loom (Anugraha)</b> with its equipments and accessories on turnkey basis – <b>1 No.</b>
IV	Supply of <b>Coir mat making frames</b> with tool kits – <b>16 sets.</b>

The tender schedule can be downloaded at free of cost from the website [www.coirboard.gov.in](http://www.coirboard.gov.in) or [www.itcot.com](http://www.itcot.com) upto 05.00 PM on 20.12.2021.

The last date for submission of tenders is upto **05.00 PM** on **20.12.2021** and the same will be opened on the next day at **11.30 AM**. The sealed tenders shall be addressed to **“The Secretary, M/s.SNEHA, HIG 228, Kananbihar Phase - 1, Post - Patia, Bhubaneswar, Dist - Khurdha, Odisha – 751031.**

**SECRETARY**

**M/s. Society for National Excellence & Higher Achievement (SNEHA)**

*(Implementing Agency - Rajkanika Coir Cluster)*

**Office:** HIG 228, Kananbihar Phase - 1, Post - Patia, Bhubaneswar,

Dist - Khurdha, Odisha – 751031

**Mobile:** +91- 94372 68044, 7978152533, **Email:** ngosneha228@gmail.com

**TENDER REFERENCE No. SFURTI-II/RAJKANIKA/MC-01/2021-22**

**TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF  
MACHINERIES, EQUIPMENTS AND ITS ACCESSORIES FOR THE  
COMMON FACILITY CENTRE OF RAJKANIKA COIR CLUSTER ON  
TURNKEY BASIS**

Date & Time of Release of Tender	29.11.2021, 10.00 AM
Date & Time of Pre-Bid Meeting	10.12.2021, 11.00 AM
Last Date & Time for Submission of Bid	20.12.2021, 05.00 PM
Date & Time of Opening of Bid (Technical bid only)	21.12.2021, 11.30 AM

**Technical Agency (SFURTI)**

ITCOT Limited

**E-mail:** info@itcot.com, **Website:** www.itcot.com

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**TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF  
MACHINERIES, EQUIPMENTS AND ITS ACCESSORIES FOR THE COMMON  
FACILITY CENTRE OF RAJKANIKA COIR CLUSTER ON TURNKEY BASIS**

**1. PREAMBLE**

**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) be 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

**Rajkanika Coir Cluster** is approved under the scheme. **M/s.Rajkanika Coir SPV Trust**, having administrative office at **HIG 228, Kananbihar Phase - 1, Post - Patia, Bhubaneswar, Dist - Khurdha, Odisha – 751031**, is the Special Purpose Vehicle (SPV) of the Cluster. **M/s.Society for National Excellence & Higher Achievement (SNEHA)** is the Implementing agency of the cluster and **M/s.ITCOT Limited** is the designated Technical agency for the cluster.

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, equipments and its accessories.

**M/s.Rajkanika Coir SPV Trust**, the Special Purpose Vehicle (SPV) of Rajkanika Coir Cluster propose to establish a Common Facility Centre (CFC) in 5 locations (**CFC-1: Akhulipada**, Village- Akhulipada, Post- Pimpudi, Blocks- Rajkanika, Dist-Kendrapada. **CFC-2: Akhulipada**, Village- Akhulipada, Post- Pimpudi, Blocks- Rajkanika, Dist-Kendrapada. **CFC-3: Kujipur**, Village-Kujipur, Post-Jayanagar, Blocks-Rajkanika, Dist-Kendrapada. **CFC-4: Pandurikoili**, Village-Pandurukoili, Post- Ayatana, Blocks-Rajkanika, Dist-Kendrapada. **CFC-5: Kothasahi**, Village-Kothasahi, Post-Giria, Blocks-Rajkanika, Dist-Kendrapada) with the financial assistance from Government of India under SFURTI.

In this context, on behalf of SPV, M/s.SNEHA, the Implementing Agency (IA) of Rajkanika Coir Cluster having administrative office at **HIG 228, Kananbihar Phase - 1, Post - Patia, Bhubaneswar, Dist - Khurdha, Odisha – 751031**, invites sealed tenders from reputed manufacturers / authorized dealers in “Two Cover System” for the supply, erection and commissioning of machineries, equipments and its accessories for the Common Facility Center of Rajkanika Coir Cluster on turnkey basis through transparent bidding process.

**The tender comprises of 4 packages.** The Tender for each package have 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, equipments 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 21.12.2021 at 11.30 AM.

## 2. SCOPE OF WORK

- a) The successful tenderer should undertake supply, erection and commissioning of machineries, equipments and its accessories for the common facility centre of Rajkanika Coir Cluster on turnkey basis. **The tender comprises of 4 packages and the details are given hereunder:**

Package	Supply Item
Package I	Supply, erection and commissioning of <b>Coir Mobile Fibre Extraction (Swarna) machine</b> with its equipments and accessories on turnkey basis – <b>1 No.</b>
Package II	Supply, erection and commissioning of Coir Yarn Spinning machine with its equipments and accessories for the <b>manufacture of Coir two ply yarn</b> on turnkey basis – <b>12 Nos.</b>
Package III	Supply, erection and commissioning of <b>Coir Geo- Textile Loom (Anugraha)</b> with its equipments and accessories on turnkey basis – <b>1 No.</b>
Package IV	Supply of <b>Coir mat making frames</b> with tool kits – <b>16 sets.</b>

Each package will be treated as separate tender. 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 (Chapter 20).
- c) The location of contract execution at **CFC-1: Akhulipada**, Village- Akhulipada, Post- Pimpudi, Blocks- Rajkanika, Dist-Kendrapada. **CFC-2: Akhulipada**, Village- Akhulipada, Post- Pimpudi, Blocks- Rajkanika, Dist-Kendrapada. **CFC-3: Kujipur**, Village-Kujipur, Post-Jayanagar, Blocks-Rajkanika, Dist-Kendrapada. **CFC-4: Pandurikoili**, Village-Pandurukoili, Post- Ayatana, Blocks-Rajkanika, Dist-Kendrapada. **CFC-5: Kothasahi**, Village-Kothasahi, Post-Giria, Blocks-Rajkanika, Dist-Kendrapada. The successful tenderer should undertake supply, erection, commissioning and performance testing in the above said location.

**3. QUALIFICATION CRITERIA**

Clause	Qualification Criteria	Supporting Document										
3(a)	The tenderer should be a registered legal entity.	(i) In case of Private / Public Limited Companies, <ul style="list-style-type: none"> <li>• Copy of Incorporation Certificate issued by the Registrar of Companies</li> <li>• Copy of Memorandum and Articles of Association</li> </ul> (ii) In case of Partnership firm, <ul style="list-style-type: none"> <li>• Registered Partnership deed</li> </ul> (iii) In case of Proprietorship Concern, <ul style="list-style-type: none"> <li>• Copy of Udyog Aadhaar/ GST Registration Certificate / PAN Card.</li> </ul>										
3(b)	The tenderer should be a manufacturer/ authorized dealer of Original Manufacturer of the machinery.	(i) In case of Manufacturer, <ul style="list-style-type: none"> <li>• Copy of Udyog Aadhaar/ GST registration.</li> </ul> (ii) In case of Authorized dealer of the Manufacturer, <ul style="list-style-type: none"> <li>• Valid dealership certificate from OEM</li> </ul>										
3(c)	The tenderer should have at least 3 years of experience (as on 31 <sup>st</sup> October 2021) in the field of manufacture / sales of tendered items, for which the bidder bids.	(i) Purchase orders issued by clients (ii) Performance certificate issued by clients (iii) List of similar orders executed in the last 3 years as per Annexure-V										
3(d)	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 & 2020-21 shall be as given below: <table border="1" data-bbox="384 1630 818 1823"> <thead> <tr> <th>Package</th> <th>Turnover</th> </tr> </thead> <tbody> <tr> <td>Package I</td> <td>Rs.10.00 lakhs</td> </tr> <tr> <td>Package II</td> <td>Rs.40.00 lakhs</td> </tr> <tr> <td>Package III</td> <td>Rs.10.00 lakhs</td> </tr> <tr> <td>Package IV</td> <td>Rs.10.00 lakhs</td> </tr> </tbody> </table> <p><b>Note:</b> The turnover stipulated is package specific, irrespective of the number of packages tendered.</p>	Package	Turnover	Package I	Rs.10.00 lakhs	Package II	Rs.40.00 lakhs	Package III	Rs.10.00 lakhs	Package IV	Rs.10.00 lakhs	(i) The average annual turnover statement duly certified by Chartered Accountant as per Annexure IV
Package	Turnover											
Package I	Rs.10.00 lakhs											
Package II	Rs.40.00 lakhs											
Package III	Rs.10.00 lakhs											
Package IV	Rs.10.00 lakhs											

3(e)	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 enclosed.
<p><b>4. LANGUAGE OF THE TENDER</b></p>		
<p>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/Odia, the notarized translated English version of the documents should also be enclosed.</p>		
<p><b>5. PURCHASE OF TENDER DOCUMENTS</b></p>		
<p>a) The tender document shall be downloaded from <b>www.coirboard.gov.in</b> or <b>www.itcot.com</b> at free of cost. The tenderer should give a declaration for not having tampered the Tender document downloaded from Internet (as per Annexure VII).</p> <p>b) The tender document can be downloaded from 29.11.2021 to 20.12.2021.</p>		
<p><b>6. PREBID MEETING</b></p>		
<p>There will be a pre-bid meeting on 10.12.2021 at 11.00 am in the office of the M/s.SNEHA, HIG 228, Kananbihar Phase - 1, Post - Patia, Bhubaneswar, Dist - Khurdha, Odisha – 751031 during which the prospective tenderers can get clarifications about the tender. The tenderers shall send their queries in writing if any so as to reach IA 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 <b>www.coirboard.gov.in</b> or <b>www.itcot.com</b> 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.</p>		
<p><b>7. CLARIFICATION ON THE TENDER DOCUMENT</b></p>		
<p>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 “The Secretary, M/s.SNEHA, HIG 228, Kananbihar Phase - 1, Post - Patia, Bhubaneswar, Dist - Khurdha, Odisha – 751031” or by e-mail to <a href="mailto:ngosneha228@gmail.com">ngosneha228@gmail.com</a>. IA will upload the clarification on <b>www.coirboard.gov.in</b> or <b>www.itcot.com</b>. It is binding on the part of tenderers to check the above said websites for any amendments or clarifications posted during the entire tender process.</p>		



<b>8.</b>	<b>AMENDMENT OF TENDER DOCUMENT</b>
<p>IA whether on its own initiative or 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 <b>www.coirboard.gov.in</b> or <b>www.itcot.com</b> and the same will be binding on all Applicants or Respondents or Tenderers, as the case may be.</p>	
<b>9.</b>	<b>AUTHORISATION OF THE TENDERER</b>
<p>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.</p>	
<b>10.</b>	<b>SUBMISSION OF TENDER IN TWO COVER SYSTEM</b>
<p>(a) <b>The tender comprises of 4 packages. The tenderer can bid one or more packages.</b> 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. <b>The Technical Specification of each package is given in Annexure I.</b></p> <p>(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. <b>Failing which the tender will be rejected summarily.</b></p> <p>(c) Tenders should be submitted in <b>two parts for each package separately:</b></p> <ol style="list-style-type: none"> <li>i. Part I will cover technical bid and</li> <li>ii. Part II will cover price bid</li> </ol> <p>(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 -XI.</p> <p>(e) Tenderers are requested to place Part I and Part II documents in separate sealed covers. Part I cover to be superscripted as <b>“Part I – Technical bid (Package No: ___)”</b> and Part II cover to be superscripted as <b>“Part II – Price bid (Package No: ___)”</b> 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 <b>“Tender for the supply, erection and commissioning of machineries, equipments and its accessories for the Common Facility Centre of Rajkanika Coir Cluster on Turnkey basis (Package No: ___)”</b> and addressed to <b>“The Secretary, M/s.SNEHA, HIG 228, Kananbihar Phase - 1, Post - Patia, Bhubaneswar, Dist - Khurdha, Odisha – 751031”</b> mentioning the name and address</p>	

of the Tenderer in the outer cover. **Tenders shall be submitted in sealed cover and unsealed tenders would summarily be rejected.**

- (f) Tenders should be dropped only in the tender box kept at the office of “M/s.SNEHA, HIG 228, Kananbihar Phase - 1, Post - Patia, Bhubaneswar, Dist - Khurdha, Odisha – 751031” on or before 05.00 PM on 20.12.2021. 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 20.12.2021. 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**

- (a) 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.
- (b) The tenderer should submit “**BID SECURITY DECLARATION**” as per the format given in Annexure VIII, failing which the bid is liable for rejection.
- (c) 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 05.00 PM as per the office clock on 20.12.2021 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 11.30 AM on 21.12.2021 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 Regional Office Coir Board, Udyogpuri, Jagamara,**

**Khandagiri, Bhubaneswar, Odisha – 751030.** 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 received up to 11.00 AM on the next working day and opened at 11.30 AM on the same 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) The Tender evaluating authority may seek bonafide clarifications from tenderers relating to the tenders submitted by them during the evaluation of tenders.
- (f) IA may arrange for field inspection by the Tender committee to the bidder units or the units wherein bidder's machinery has been installed, if necessary, to inspect the performance of machines before opening of Part II cover and in case the performance is not satisfactory to the committee, their Tender will be rejected and their Part-II Cover will not be opened.
- (g) 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-X.
- (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.

<b>15.</b>	<b>EVALUATION OF THE PRICE</b>
	<p>(a) The Tender committee will examine for complete, properly signed and error-free nature of the Price bid (Part II).</p> <p>(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).</p>
<b>16.</b>	<b>AWARD OF CONTRACT</b>
	<p>(a) The Tenderer who has quoted lowest price (L1) will be issued the 'Letter of Acceptance' by the Implementing Agency.</p> <p>(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.</p>
<b>17.</b>	<b>SECURITY DEPOSIT</b>
	<p>(a) On receipt of the Letter of Acceptance from IA, the successful tenderer should remit a Security Deposit (SD) of <b>3% of the value of the contract</b> in the form of Account payee Demand Draft from any Indian Nationalized/Scheduled Commercial Bank or irrevocable Bank Guarantee with a validity period of one year in favour of "HI Account-M/s.SNEHA", payable at Bhubaneswar, within 10 (Ten) working days from the date of receipt of letter of acceptance.</p> <p>(b) Any other amount pending with IA will not be adjusted under any circumstances, against the Security Deposit if so requested.</p> <p>(c) Security Deposit amount remitted will not earn any interest.</p>
<b>18.</b>	<b>AGREEMENT</b>
	<p>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.</p>

**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, equipments and its accessories **within 90 days** from the date of receipt of Purchase Order (Chapter 20).

**20. SCHEDULE OF SUPPLY**

- (a) The specification of machineries, equipments 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 90 days from the date of issue of purchase order**. Delay beyond this period will attract penalty.
- (c) The machineries, equipments and its accessories should be delivered and installed at the address as given below:

<b>Package</b>	<b>Delivery Location</b>	<b>Name of the Machinery</b>	<b>Qty</b>
<b>I</b>	<b>CFC-2: Akhulipada,</b> Village- Akhulipada, Post- Pimpudi, Blocks- Rajkanika, Dist- Kendrapada	Coir Mobile Fibre Extraction (Swarna) machine	1 No.
<b>II</b>	<b>CFC-1: Akhulipada,</b> Village- Akhulipada, Post- Pimpudi, Blocks- Rajkanika, Dist- Kendrapada	Coir Yarn Spinning machine Willowing Machine	3 Nos. 1 No.
	<b>CFC-3: Kujipur,</b> Village-Kujipur, Post- Jayanagar, Blocks- Rajkanika, Dist- Kendrapada	Coir Yarn Spinning machine Willowing Machine	3 Nos. 1 No.
	<b>CFC-4: Pandurikoili,</b> Village-Pandurukoili, Post- Ayatana, Blocks- Rajkanika, Dist- Kendrapada	Coir Yarn Spinning machine Willowing Machine	3 Nos. 1 No.
	<b>CFC-5: Kothasahi,</b> Village-Kothasahi, Post- Giria, Blocks-Rajkanika, Dist-Kendrapada	Coir Yarn Spinning machine Willowing Machine	3 Nos. 1 No.

<b>III</b>	<b>CFC-1: Akhulipada,</b> Village- Akhulipada, Post- Pimpudi, Blocks- Rajkanika, Dist- Kendrapada	Coir Geo- Textile Loom (Anugraha)	1 No.
<b>IV</b>	<b>CFC-1: Akhulipada,</b> Village- Akhulipada, Post- Pimpudi, Blocks- Rajkanika, Dist- Kendrapada	Coir mat making frames	4 sets
	<b>CFC-3: Kujipur,</b> Village-Kujipur, Post- Jayanagar, Blocks- Rajkanika, Dist- Kendrapada	Coir mat making frames	4 sets
	<b>CFC-4: Pandurikoili,</b> Village-Pandurukoili, Post- Ayatana, Blocks- Rajkanika, Dist- Kendrapada	Coir mat making frames	4 sets
	<b>CFC-5: Kothasahi,</b> Village-Kothasahi, Post- Giria, Blocks-Rajkanika, Dist-Kendrapada	Coir mat making frames	4 sets

(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 Security Deposit.

(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 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 3 years.

(f) Every step will be taken by the IA to make infrastructure ready at the scheduled time of dispatch of Machinery, equipments 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, equipments and its accessories in complete conformity with the relevant technical specifications and performance parameters as specified in the Purchase Order at his own cost.

	<p>(b) This demonstration should be done as stipulated by the SPV/IA.</p> <p>(c) The performance tests should be completed within 15 days from the date of delivery of machineries, equipments and all accessories. However the period of supply, erection, commissioning and performance test should not exceed the period stipulated in the schedule of supply (Chapter 20).</p>
<p><b>22.</b></p>	<p><b>TRAINING OF STAFF</b></p>
	<p>(a) The successful tenderer should provide training to Staffs on the operation and maintenance of the machineries, equipments and its accessories after completion of the performance test.</p> <p>(b) The successful tenderer should provide 2 hard copies and soft copies of brochures / operation manuals for the machineries, equipments and its accessories to IA.</p>
<p><b>23.</b></p>	<p><b>PERFORMANCE GUARANTEE</b></p>
	<p>(a) The machineries, equipments and its accessories mentioned in Package I, II &amp; III are to be guaranteed for a period of 12 months from the date of completion of performance test against manufacturing defect, bad workman ship or poor performance.</p> <p>(b) During performance guarantee period of 12 months the successful tenderer should attend any call from SPV/IA immediately, in case of any problems, related to operation or malfunctioning of the machinery, equipments &amp; accessories, without any delay for regular operation of the machinery. The above service should be done at Free of cost.</p>
<p><b>24.</b></p>	<p><b>PAYMENT TERMS</b></p>
	<p><b><u>For Package I, II &amp; III:</u></b></p> <p>(a) <b>30% of contract value</b> 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.</p> <p>(b) <b>40% of the contract value</b> 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</p> <p><b>(OR)</b> Alternatively, the bidder may opt for <b>70% of Contract value</b> 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 <b>30% as advance payment</b> against bank guarantee.</p>

(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 12 months Performance Guarantee period.

**For Package IV:**

(a) **100% of the contract value will be paid**, against bills, on receipt of the complete set of 16 Nos. of Coir mat making frame as per the order in full in good condition, at the CFC site, after acceptance by the tender committee.

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 **90 days** of time from the date of issue of purchase order will attract a penalty of 1% per week, on the full value of the contract upto 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-fulfillment 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 cancel / drop any or all the packages of the tender without assigning any reason thereof.



- (d) Tender committee reserves the right to relax or waive or amend any of the tender conditions.
- (e) Tender committee may increase or decrease the order quantity on same terms and conditions.
- (f) All the items of supply tendered shall be new and in any circumstances Old, refurbished or second-hand machines / equipments / components will not be accepted and will be considered to be the violation of tender norms.
- (g) The successful tenderer shall not outsource/off load either full or part of the work to any other agency / individual, other than the mandatory requirements for the execution of the project on turnkey basis.
- (h) 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, Udyogpuri, Jagamara, Khandagiri, Bhubaneswar, Odisha - 751030. 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 Bhubaneswar only.

**29. JURISDICTION OF THE COURT**

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

We agree to the above terms and conditions.

**SIGNATURE OF THE TENDERER:**

**DATE:**

**NAME IN BLOCK LETTERS:**

**DESIGNATION:**

**ADDRESS:**

**PACKAGE – I***Mobile Fibre Extraction (SWARNA)- 1 No.***TECHNICAL SPECIFICATION**

<b>Product Requirement/Machine Output/Performance</b>	
Mobile Fibre Extraction (SWARNA)	<ul style="list-style-type: none"> <li>➤ 10 KW Diesel Engine Auto start</li> <li>➤ Manual feeding L 52” x W 21” x H 33”</li> <li>➤ Chassis, Wheel, Spring, Handle</li> </ul>
Processing Capacity	<ul style="list-style-type: none"> <li>➤ Min. 500 Husks per hour</li> </ul>
Production capacity	<ul style="list-style-type: none"> <li>➤ Min. 330 Kgs. per 8 hour shift</li> </ul>

**Any material or equipment not specifically stated in the specification but which are necessary for satisfactory operation of the machine shall deem to be included in the scope of supply.**

**PACKAGE - II**  
(Coir Two Ply Yarn Spinning Machine – 12 Nos.)

**TECHNICAL SPECIFICATION**

**(i) Specification for Product/Machinery Output/ Performance (Strict adherence required)**

**2 Ply Double Headed, Double Conveyor Manual Feeding Coir Yarn Spinning Machine**

<b>Product Requirement/Machine Output/Performance</b>	
Output Capacity per machine	Min. 70kg / 8 hours, depending on yarn runnage
Finished product (Yarn) range	100 to 200 mtr. runnage for loose twist yarn 230 mtr. and above runnage for hard twist yarn

The tenderer shall offer the Double Head Double Conveyor type Coir yarn Spinning machine with manual feeding system as per the above requirements on Product/Machinery output.

**(ii) Machinery Specification (Equivalent/Superior specification required)**

S.No	Machinery / Equipments	Specification
1.	Willowing machine with Motor - 4 Nos.	<ul style="list-style-type: none"> <li>➤ Power : 1 HP</li> <li>➤ 500 mm width</li> <li>➤ Feed roller and conveyer covered with S.S</li> <li>➤ Capacity of 200 Kgs per day</li> </ul>
2.	2 Ply Double Headed, Double Conveyor Manual Feeding Coir Yarn Spinning Machine – 12 Nos.	Double head, Double combing with 1.5 HP 1440 RPM, Motor each. Capacity: As prescribed in Item (i)

**Note: In all CFC locations SINGLE PHASE POWER is available. Machine should be compatible for single phase power.**

All required ISI standard motors, starter, main switch, cables with electrical feedings and accessories are included in the supply along with machineries.

**Additional specifications for spinning machine:**

Description	Specification
Size	14'*3'4"4'4' (l*b*h)
Minimum weight	900kg
M.S.Rectangular Pipe – Branded	100 * 50mm Size
M.S.Ankle - Branded	50 * 6 Ankle
Gear Wheels	Hardened
Chain	Diamond (Branded)
Chain Sprocket	Hardened - L/2'r Size
Back sheet	S.S. material - 430 Grade
Conveyor Belt	P.V.C.Material
Reeper	HDPE Material
Bobbin	Nylon Material
Nozzle	Tip Type (Hardened).
Needle	Hardened

The above machinery specifications are proposed for the required Product/ Machine output/ performance stated in Item Annexure I (i). Electric Motor should be of reputed brand, with optimum output power suitable for smooth functioning, maximum production with minimum power consumption provided with starters and safety features with minimum warranty of one year. Machinery should be capable of producing the required quality and quantity prescribed. Specific Details of the machineries developed by adopting suitable technologies for quality improvement, output and reduced operational cost can be submitted on separate sheet.

The tenderer shall offer the “Double Head Double Conveyor Type Spinning Machine with Manual Feeding System” with EQUIVALENT / SUPERIOR specifications to meet the Product/ Machine output/ performance requirements mentioned in Item Annexure I (i) of this section.

Any accessories/parts/components not specifically stated in the specification but which are necessary for satisfactory operation of the machine shall deem to be included in the scope of supply.

**PACKAGE – III**

*Coir Geo-Textile Loom (Anugraha Tejas) – I No.*

**TECHNICAL SPECIFICATION**

<b>Description</b>	<b>Specification</b>
ANUGRAHA TEJAS Automatic Power Loom for Coir Geo Textiles	<p>The Loom designed for One metre width and continuous length up to 60 Mtrs. length and also can produce all variety of coir Geo Textiles (Mesh Weave) as well as Two shaft matting etc.</p> <p>Warp ends are molded in creel stand 72pics/mints running speed. Winding is carried out continuously the weaving by the ratchet mechanism.</p> <p>The Tappet lever Mechanism and picking is calm lever type Under pick mechanism also provided for easy weaving.</p> <p>The Belt pulley, Gear Drive, Chain sprocket and take up is Ratchet pole Mechanism provided automatically.</p> <p>The ratchet mechanism provided for Quality Product to ensure the equal space of mesh size with the help of gears.</p> <p>Providing a brake mechanism for maintain the equal tension on warp yarn and can release warp yarn continuously from the warp beam.</p> <p>The Loom frame has fabricated structural strength with C channel.</p> <p>The power required - 3 HP (break motor with control system)</p>
Production	300 to400 Sqm/8 hour
Preparatory Processing Unit	Required Bobbin winding machine, & accessories, and Cops winding machine.

Any accessories/parts/components not specifically stated in the specification but which are necessary for satisfactory operation of the machine shall deem to be included in the scope of supply.

**PACKAGE – IV**

*Coir Mat Making Frame – 16 Sets*

**TECHNICAL SPECIFICATION**

<b>Description</b>	<b>Specification</b>
Dutch Mat Frame (MS Steel) – Heavy Duty  1 set consists 4 no's of frames	MS 40mm Ankles ➤ Frame suitable (1no) for 36''x 18'' - Height 20'', Length – 42'' with 10mm of Bright Rods and Length of Rods- 32'' , ➤ Frame suitable for(3 no's) 24''x 14'' Length- 30'' Height- 16'' with 10mm of Bright Rods - 24'' Numbers of Rods 13 per feet (extra 5 pieces rods per frame)
Pressing Device (MS Steel) Heavy Duty	Height 32'' , Length -48'' and Width – 42''suitable for stitching mats with rods 13 per feet
Tools and accessories	➤ Big fiber mat cutting Scissor (High carbonic steel 2 no's) ➤ Clipping Scissor (High carbonic steel 5 no's) ➤ Beating bar (5 no's) ➤ Stitching Needle (24'' 4 no's), ➤ Knife (5 no's)

**PART-I**

Date: \_\_\_\_\_

From,

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

To,

The Secretary  
Society for National Excellence and Higher Achievement (SNEHA),  
HIG 228 ,Kananbihar, phase - 1, Post - Patia, Bhubaneswar,  
Dist – Khurdha, Odisha

Sir,

Sub: Tender for the supply, erection and commissioning of machineries, equipments and its accessories for the Common Facility Center of Rajkanika 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 Rajkanika 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) Authorization letter from the Company for the person to sign the tender.
- 3) Details of the Tenderer (as per Annexure-III)
- 4) Average annual turnover statement duly certified by a Chartered Accountant (as per Annexure-IV).
- 5) List of similar orders executed in the last 3 years as per Annexure-V
- 6) Declaration for not having black listed by any other Govt. agencies (as per Annexure-VI).
- 7) Declaration for not having tampered the Tender documents downloaded from the websites [www.coirboard.gov.in](http://www.coirboard.gov.in) or [www.itcot.com](http://www.itcot.com) (Annexure-VII).
- 8) Bid Security Declaration form (as per Annexure VIII)
- 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 Udyog Aadhaar, GST Registration Certificate & PAN Card
- 13) Copy of valid dealership certificate (if applicable)
- 14) Purchase Orders issued by the clients.
- 15) Performance certificate issued by the clients.

Yours faithfully,

**SIGNATURE OF THE TENDERER**

**Encl: As stated above**



**DETAILS OF THE TENDERER**

1. Name of the Tenderer	
2. Registered Office Address	Telephone Number: Fax : Email : Website, if any
3. Contact Person	Name: Designation: Phone: Mobile: Email:
4. Date of Incorporation	
5. Legal Status	Proprietorship/partnership/Pvt. Limited/Public Limited/ others(Pl. mention)
6. Eligible license holder of	
7. Brief profile of the tenderer	
8. Number of staffs on regular payroll	Technical: Administration:
9. PAN Number	
10. 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 (either **Sl.No. 1,2 & 3, or Sl.No. 2,3 & 4**) are given below and certified that the statement is true and correct.

<b>S.no</b>	<b>Year</b>	<b>Turnover (Rs. in lakh)</b>
1	2017-2018	
2	2018-2019	
3	2019-2020	
4	2020-2021	
	Total	
Average annual turnover of latest 3 years		

**DATE :**

**SIGNATURE OF THE TENDERER**

**SIGNATURE OF CHARTERED ACCOUNTANT**  
**(with seal and Address)**

**ANNEXURE - V**

**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)*

<b>Sl.No</b>	<b>Name &amp; address of the client</b>	<b>Phone / Mobile Number</b>	<b>Name of the machinery</b>	<b>Quantity Supplied</b>	<b>Year of supply</b>	<b>Purchase Order/ Completion certificate enclosed (Yes/No)</b>
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**ANNEXURE - VI**

**CERTIFICATE**

Date: \_\_\_\_\_

Certified that M/s...../ the firm /company or its partners / share holders 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. SFURTI-II/RAJKANIK/MC-01/2021-22 for the supply, erection and commissioning of machineries, equipments and its accessories for the Common Facility Center of Rajkanika 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.gov.in** or **www.itcot.com** and 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 I /We am/are liable to be banned from doing business with Coir Board and M/s.SENHA or prosecuted.

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**BID SECURITY DECLARATION FORM**

Date: \_\_\_\_\_

To

The Secretary  
Society for National Excellence and Higher Achievement (SNEHA),  
HIG 228 ,Kananbihar, phase - 1, Post - Patia, Bhubaneswar,  
Dist - Khurdha, Odisha

*Tender No. SFURTI-II/RAJKANIK/MC-01/2021-22 dated 29.11.2021*

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be blacklisted from bidding for any contract for a maximum period of 3 years from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We have withdrawn / modified / amended or failure to sign the agreement or to remit the Security Deposit or to execute the contract as per tender conditions, during the period of bid validity specified in the tender document.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**PART-II**

From,

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

To,

The Secretary  
Society for National Excellence and Higher Achievement (SNEHA),  
HIG 228 ,Kananbihar, phase - 1, Post - Patia, Bhubaneswar,  
Dist - Khurdha, Odisha

Sir,

Sub: Tender for the supply, erection and commissioning of machineries, equipments and its accessories for the Common Facility Center of Rajkanika 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, equipments and its accessories for the Common Facility Center of Rajkanika Coir Cluster on turnkey basis”

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In continuation of our above tender, we submit herewith the price offer for the “Supply, erection and commissioning of machineries, equipments and its accessories for the Common Facility Center of Rajkanika 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**

**PRICE BID – PACKAGE I***(for the supply, erection and commissioning of Coir Mobile Fibre Extraction (Swarna) machine with its equipments and accessories)**(Bidders to bid for the respective package)*

							(Amount in Rs.)
S.No	Name of the Machinery	Quantity (in Nos.)	Basic price per unit	SGST	CGST	IGST	Total Price per unit including taxes
1.	Coir mobile Fibre Extraction machine (as per the technical specifications of Package I given in Annexure – I)	1 No.					
2.	Erection & Commissioning charges including transportation, loading and unloading etc.	-					
<b>Grand Total</b>							

**Amount in Words:** Rupees \_\_\_\_\_ only

**SIGNATURE OF THE TENDERER**  
(with seal and address)

**Price bid evaluation:** The Grand Total Amount with Taxes in the above table will be price comparison parameter among the qualified bids.



**PRICE BID – PACKAGE II**

*(for the supply, erection and commissioning of coir yarn spinning machine with its equipments and accessories)*

*(Bidders to bid for the respective package)*

*(Amount in Rs.)*

S.No	Name of the Machinery	Cost Per Unit					Quantity (in Nos.)	Total Price Incl. taxes for entire Qty.
		Basic price	SGST	CGST	IGST	Total Price incl. taxes		
<b>(As per the technical specifications of Package II given in Annexure – I)</b>								
1.	Willowing Machine						4 Nos.	
2.	Double Head Spinning Machine						12 Nos.	
3.	Erection & Commissioning charges including transportation, loading and unloading etc. (For entire Quantity)						-	
<b>Grand Total Amount (in Rs.)</b>								

Amount in Words: Rupees \_\_\_\_\_ only

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**Price bid evaluation:** The Grand Total Amount with Taxes in the above table will be price comparison parameter among the qualified bids.

**PRICE BID – PACKAGE III**

*(for the supply, erection and commissioning of Coir Geo- Textile Loom (Anugraha) with its equipments and accessories)*

*(Bidders to bid for the respective package)*

*(Amount in Rs.)*

S.No	Name of the Machinery	Quantity (in Nos.)	Basic price per unit	SGST	CGST	IGST	Total Price per unit including taxes
1.	Coir Geo- Textile Loom (Anugraha) (as per the technical specifications of Package III given in Annexure – I)	1 No.					
2.	Erection & Commissioning charges including transportation, loading and unloading etc.	-					
<b>Grand Total</b>							

**Amount in Words:** Rupees \_\_\_\_\_ only

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**Price bid evaluation:** The Grand Total Amount with Taxes in the above table will be price comparison parameter among the qualified bids.

**PRICE BID – PACKAGE IV**

*(for the supply, erection and commissioning of Coir Mat making Frame)*

*(Bidders to bid for the respective package)*

*(Amount in Rs.)*

S.No	Name of the Machinery	Cost Per Unit					Quantity (in Nos.)	Total Price for all unit including taxes
		Basic price	SGST	CGST	IGST	Total Price incl. taxes		
1.	Coir mat making frame with tool kits (as per the technical specifications of Package IV given in Annexure – I)						16 Sets	
2.	Transportation, loading and unloading etc. (For entire quantity)							
<b>Grand Total Amount (in Rs.)</b>								

**CHECKLIST OF DOCUMENTS****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, M/s. SNEHA, HIG 228 ,Kananbihar, phase - 1, Post - Patia, Bhubaneswar, Dist – Khurdha, Odisha (as per Annexure-II)		
2.	Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions		
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)		
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.nic.in or www.itcot.com (Annexure-VII).		
9.	Bid Security Declaration form (as per Annexure VIII)		
10.	The copy of certificate of incorporation/registration.		
11.	Copy of Memorandum and Articles of Association		
12.	Copy of Registered Partnership deed, in case of Partnership Firm		
13.	Copy of Udyog Aadhaar, GST Registration Certificate & PAN Card		
14.	Copy of valid dealership certificate		
15.	Purchase Orders issued by the clients		
16.	Performance certificate issued by the clients		

## **Documents to be enclosed in Part-II**

<b>S.No</b>	<b>Checklist</b>	<b>Enclosed (Yes/No)</b>
1.	A covering letter on your letter head addressed to the Secretary, M/s. SNEHA, HIG 228 ,Kananbihar, phase - 1, Post - Patia, Bhubaneswar, Dist – Khurdha, Odisha (as per Annexure-IX)	
2.	Price Bid as per Annexure- X 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, equipments and its accessories for the Common Facility Center of Rajkanika Coir Cluster on turnkey basis (Package No:\_\_\_\_\_)” and addressed to “**The Secretary, M/s.SNEHA, HIG 228, Kananbihar Phase - 1, Post - Patia, Bhubaneswar, Dist - Khurdha, Odisha – 751031**”, containing the name and address of the Tenderer.

**Note: Tenders submitted in unsealed cover would summarily be rejected.**