

Dubapara Patisilpa Protisthan Samabay Samity Ltd.
Village+PO: Dubapara, Dist: Goalpara
Pin-783101, Assam (India)
Govt Regd.No.D-47/58-59 Dt.01-12-58
PO-Dubapara, Dist: Goalpara(Assam),783101

The Organization invites sealed quotation affixing court fee stamps of Rs. 8.25 (Rupees eight and twenty five paise only) in prescribed form from eligible Supplier / Distributor having experience in Supply, Delivery, Assembly and Installation and conducting trainings thereof for Manual Sewing Machines for **Sitalpati** products at **Dubapara Sitalpati Cluster, Dist - Goalpara, Assam.**

Sl. No.	Description of Supply	Estimated Cost (in Rs.)	EMD (DD Refundable)
1	Supply, Delivery, Assembly, Installation of Manual Sewing Machines for Sitalpati products	Rs.20,00,000	For General/Rs.40,000 For SC/ST – Rs.20,000

Purchase of Tender document: Interested parties may submit their sealed quotation at IIE office latest by 12th March, 2019. Rs.1500/-(non- refundable) through Demand Draft to be submitted at the time of submitting the tender in favour of Director, Indian Institute of Entrepreneurship,Lalmati,Guwahati-781029. Payable at Guwahati.

Period of supply: 15 days from receipt of work order.

Last date and time of submission : 12:00 pm, 12/03/2019

Date and Time of opening : 3:00pm,12/03/2019

Tender/checklist may be downloaded from the institute's website:

www.iie.gov.in

Dubapara Patisilpa Protisthan Samabay Samity Ltd.
Village+PO: Dubapara, Dist: Goalpara
Pin-783101, Assam (India)

I. Inviting sealed quotations from authorized firms/suppliers for Supply, Delivery, Assembly, Installation and training thereof of Manual Sewing Machines for Sital Pati Cluster, Goalpara, Assam.

Indian Institute of Entrepreneurship (IIE), Guwahati is the Nodal Agency for Scheme of Fund for Regeneration of Traditional Industries (SFURTI), sponsored by Ministry of MSME, Govt. of India. Whereas, Dubapara Patisilpa Protisthan Samabay Samity Ltd., is the Implementing Agency (IA) for Sital Pati Cluster, Goalpara (Assam) under the aegis of IIE as Nodal Agency and EPCH as the Technical Agency for the SFURTI Project. Dubapara Patisilpa Protisthan Samabay Samity Ltd, Goalpara invites sealed quotations affixing court fee stamps of Rs.8.25 (Rupees Eight and Twenty Five paise only) from authorized vendor/firms/suppliers for Supply, Delivery, Assembly and Installation and training thereof of Manual Sewing machine at Sital Pati Cluster, Goalpara (Assam).

A. General Details and Conditions

1. Description: Supply, assembling and Installation and training thereof of Sewing Machines etc.
2. Location: As specified in scope of work
3. Price quoted will be inclusive of freight/transportation, taxes, charges, duty, transit insurance and installation
4. Period of delivery and installation: Fifteen (15) working days from the day receipt of work order.
5. The other Terms and Conditions applicable to this tender have been incorporated in the tender documents.
6. The Competent Authority reserves the right to reject all or any tender wholly or partly without assigning any reason whatsoever.
7. Last date of submission the tender document: 12-03-2019 till 12 pm.
8. Date & Time of opening of tender: 12.03.2019 at 3 pm.
9. The Tender shall be submitted in accordance with the instructions and conditions and any tender not conforming thereto is liable to be rejected. The instruction shall form the part of the tender and contract.
10. The tender shall be complete with all documents. The tender received without tender fee shall be rejected outright.
11. The duly signed and stamped tenders shall be submitted at the address: **Director, Indian Institute of Entrepreneurship (IIE), Lalmati, Guwahati-781029. (Assam)**, in a sealed envelope superscribing **“SUPPLY, DELIVERY, ASSEMBLY AND INSTALLATION AND TRAINING THEREOF OF MANUAL SEWING MACHINERIES AT SITAL PATI CLUSTER, GOALPARA, ASSAM.”** including the following –
 - The forwarding letter of the tender

- Tender bid Proforma
- List as per Checklist (enclosed as Annexure I).

B. Eligibility of the supplier:

1. Must have least 2 years of experience of supplying such items (Sewing Machines)
2. Must have at least Rs 50 lakhs of annual turnover from the supply of such items during the last 2 years
3. Must not be black listed by any agency from supplying of such items in the past five years
4. Must have experience of providing post sales services

C. Scope of Work

- I. **Type of Work:** Supply, Commissioning, Assembling, Installation and one (1) week training thereof of the following machineries at Sital Pati Cluster, Goalpara (Assam).
- II. **List of Machineries and Equipments**

#	COMPONENT	Technical Configuration	Quantity to be Purchased
1	Manual Sewing machine (Single Needle Sewing Machine)	(Number of Stitches-31, Sewing Speed-860 SPM, Maximum Stitch Width - 5 mm, Maximum Stitch Length - 4 mm, Built-in Needle Threader, Automatic Thread Cutter, Internationally Known Brand)	150 Nos.

D. Packing, transportation and Installation of the machines:

The successful bidder shall be responsible for packing, transportation; installation and trail run of the machineries as per the following:

- a) The agency has to pack and transport the machines to the Sital Pati Clusters at Goalpara. The transport charge is on actual basis as provided by the transporter for the mentioned volume of the machine.
- b) The agency shall arrange all necessary items for carrying out the erection, alignment and commissioning of the new machines whilst adhering to all safety and security norms prevailing at the concerned cluster.
- c) The agency shall install and demonstrate trail run of the machines at the clusters to the IA representative and the artisans who will use the machines.
 - i. **TRAINING:** The bidder should impart suitable one (1) week training to a group of cluster artisans for operation and maintenance of the machines during installation at the cluster site.
 - ii. **SPARES:** The agency has to provide required spare parts as and when required for at least two year as per the market price. The present market price of the spare part shall be mentioned along with the quotation.
 - iii. **SERVICES:** The agency must be able to provide post sale services as and when required with a separate fee as per the market rate.

- iv. MRLS and MANUALS:** The supplier has to include manufacturer recommended list of spares and cost thereof for 2 years successful running of machine in their quotation. However the same will not be considered for finalization of order.
- v. SELECTION CRITERIA:** The technical score of the agency will be evaluated based on the above mentioned criteria and the agency has to score 70% of the technical score. The evaluation criteria is as follows;

Sl.	Criteria	Full Score
1	Experience of supplying Sewing machines, More than 2 years-20 point, 1-2 year-10 points, less than 1 year-0	20
2	Annual turnover from the supply business, >Rs 50 lakh-20, Rs. 49-25 lakhs-10, <Rs 25 lakh-0	20
3	Experience of providing post sales services, >2 years-10, 2-1 year-5, <1 year-2.5, No expe-0	10
4	Total	50
5	Eligible score for opening financial bid	35/50

- vi. GUARANTEE/WARRANTY:** Supplier should give guarantee/warranty for the satisfactory performance of the machines as per company norms from the date of successful installation of the machines.

Sd/-
Secretary
Dubapara Patisilpa Protisthan Samabay Samity Ltd

Forwarding Letter Format
(To be provided in the official letter head of the bidder)

To,
The Secretary
Dubapara Patisilpa Protisthan Samabay Samity Ltd
Dubapara, Goalpara (Assam)

Subject: Supply, Delivery, Assembly, Installation and training thereof of Manual Sewing machineries at Sital Pati Cluster, Goalpara, Assam.

Dear Sir,

With reference to the tender notification, we hereby submit our technical credibility and financial quotation for supplying of the listed machines. We agree that: the tender document provided are true to our knowledge and sprit and if fund incorrect, our application will be cancelled automatically and we are ready to provide the required bank guarantee for the supply/against the advance amount.

Technical Bid document:

Sl.	Criteria	List of Enclosed supporting documents
1	Experience of supplying Sewing machines- supply order copies	
2	Annual turnover from the supply business- Annual audit reports	
3	Experience of providing post sales services-order copies	
4	Total	
5	Eligible score for opening financial bid	35/50

SUPPLIER's SIGNATURE

Date:

Supplier Name & Seal

Financial bid document

To,
The Secretary
Dubapara Patisilpa Protisthan Samabay Samity Ltd
Dubapara, Goalpara (Assam)

Subject: Financial quotation for Supply, Delivery, Assembly, Installation and training thereof of Manual Sewing machineries at Sital Pati Cluster, Goalpara (Assam).

Dear Sir,

Please find the best possible quotation for supply of the listed items as follows:

Sl.	Name of machines	Technical specification	Ex factory Price	Price at Goalpara (including tax, packaging, transport, installation & Trial run)
1	Manual Sewing Machine			

(Signature)

Date

Official Seal

ANNEXURE I
Checklist

Sl. No.	Type of Document	Please Tick
1.	The forwarding letter of the tender	<input type="checkbox"/> YES <input type="checkbox"/> NO
2.	Technical bid document*	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.	Supporting for technical bid	<input type="checkbox"/> YES <input type="checkbox"/> NO
4.	Financial Bid document*	<input type="checkbox"/> YES <input type="checkbox"/> NO
5.	Certificate of registration/proof of ownership along address*	<input type="checkbox"/> YES <input type="checkbox"/> NO
6.	GST Registration Certificate *	<input type="checkbox"/> YES <input type="checkbox"/> NO
7.	IT Return of last two (2) years*	<input type="checkbox"/> YES <input type="checkbox"/> NO
8.	Audited Statement last two (2) Years*	<input type="checkbox"/> YES <input type="checkbox"/> NO
9.	Undertaking that the firm is not blacklisted by any Government/Private Organization	<input type="checkbox"/> YES <input type="checkbox"/> NO
10.	Undertaking that the firm has no pending vigilance/CBI case;	<input type="checkbox"/> YES <input type="checkbox"/> NO
11.	Certificate that the firm is not supplying the same item at lower rates quoted in the tender to any government institution during the past one year, as per fall clause adhered by DGS&D and other government organization.	<input type="checkbox"/> YES <input type="checkbox"/> NO

* Compulsory

(Signature)

Date

Official Seal