

OPEN TENDER ENQUIRY

No. CFSL/82(1)/13/BALL
CENTRAL Forensic science laboratory
Directorate of Forensic Science Services
Ministry of Home Affairs, Govt. of India
CFI's Complex, Sector 36-A, Chandigarh- 160036
Tel.No.0172 -2615068 FAX: 0172-2605923

PRICE PER TENDER SET: Rs. 50/- (Rupees Fifty only)

**EARNEST MONEY REQUIRED to be: As indicated against each item in the table below
Deposited with the tender**

**(TENDERERS ARE ADVISED TO GO THROUGH THE EARNEST MONEY CLAUSE ATTACHED
WITH THIS TENDER ENQUIRY CAREFULLY BEFORE FILLING THE TENDER)**

TENDER SET IS NOT TRANSFERRABLE.

TIME AND DATE OF RECEIPT OF TENDER AT 16.00 PM BY : 27.09.2019

TIME AND DATE OF OPENING OF TENDER AT 17.00 PM ON : 28.09.2019

THE TENDER SHALL REMAIN VALID FOR ACCEPTANCE TILL : 28.03.2020

| Item No. | Description | Make and Model | Installation date | Earnest Money to be deposited Rs. |
|-----------------|--|-------------------------------|--------------------------|--|
| 1. | Annual Maintenance contract (Non Comprehensive) of the following Instruments | <u>MODEL EVO-MA-15</u> | 06.08.2010 | 5000 |

NOTE: ALL TENDER DOCUMENTS ATTACHED WITH THIS INVITATION TO THE TENDER ARE SACROSANCT FOR CONSIDERING ANY OFFER AS COMPLETE OFFER. IT IS THEREFORE, IMPORTANT THAT ALL TENDER DOCUMENTS DULY COMPLETED AND SIGNED ON EACH PAGE ARE RETURNED WITH THE OFFER.

THE TENDERERS MAY SUBMIT TENDER FOR ONE OR MORE INSTRUMENT, HOWEVER TECHNICAL AND FINANCIAL BID MAY BE SUBMITTED SEPARATELY FOR EACH INSTRUMENT

2. The tenderers should submit the tenders in duplicate in Two-Bid system as follows:-

C. Technical Bid should contain the following in duplicate :-

- Tender documents duly completed and signed BUT WITHOUT INDICATING THE RATES.
- Copy of registration certificate with DGS&D/NSIC for claiming exemption from depositing Earnest money
- Earnest money deposit in original.

- d. Tech. Details offer along with supporting technical literature if any.
- e. Copy of service order placed recently by any Govt./Semi Govt. organization for the quoted model, if any.

B PRICE BID should contain the following in duplicate :-

Details of prices and rates of taxes and duties, terms of delivery, delivery period and discounts if any, to be quoted clearly by the bidders. This should be submitted on their letter pad.

IMPORTANT:

Both the covers should be separately sealed and super-scribed with the TENDER NO. Name of the Instrument AND DATE OF TENDER OPENING. The two covers should thereafter, be kept in a third cover and sealed. This cover should also be super-scribed with the TENDER NUMBER, Name of the Instrument AND THE DATE OF TENDER OPENING

- C** The technical details of the offer along with the supporting original technical literature, leaflets, brochures etc. will be submitted in a separate sealed cover in duplicate.

The offer with the T/E specification

The price/financial/commercial bid(s) will be submitted in a separate sealed cover in duplicate.

Note: Tenders received in the single-bid system i.e. having the technical as well as financial bid in the same cover will be liable to be ignored.

3. Incomplete offers, offers not conforming fully to T/E requirements OR with vague replies OR without Earnest Money, if applicable will not be considered.

4. Price-bids of only those offers who confirms to the T/E requirements and technically acceptable offers will be opened. The date and time of the opening of price bids of acceptable offers will be intimated separately to the concerned tenderers.

5. Firms must clearly indicate in their offer the different taxes and duties which they propose to charge **extra** mentioning clearly the present rates thereof. Vague offers like "**DUTIES AS APPLICABLE**" shall not be considered.

6. Firms including PSUs claiming exemption from depositing earnest money must enclose copies of their registration details valid as on the date of tender opening along with all its amendments for the subject stores. Offers received without these details and without Earnest Money will liable to be ignored.

7. (i) Manufacturers are advised to quote against the tender directly. In case they do not have sufficient marketing arrangements of their own for some items, and they appoint an authorized Agent to participate against the tender in lieu of themselves, the Agent is also required to be registered to become eligible to quote. Offer from **Original Equipment Manufactures (OEM)** or their Indian Agents will only be considered without any Intermediary Agency/Firm between OEM and Indian Agent. Offer received from intermediary firm will be summarily rejected. In case offers are received both from manufacturers as well as from their Agent, Offers from Manufacturers only shall be considered and offers from their Agents shall be summarily rejected. Authorization certificate from the manufacturer should be enclosed with the Technical Bid.

8. Performance Bond : The successful tenderer will have to submit Performance Bond @ 10% of order value valid till Warranty/Guarantee period in the shape of the Bank Guarantee in the required Performa. The Performance

Guarantee will come into force from the date of first service of the contract and will remain valid till the expiry of contract. If the validity of the tender is extended Firm, on their own will have to direct their Bankers to extend the Performance Bond to be valid till the expiry of the contract. Where the Performance Bank Guarantee is obtained by a foreign bank, it shall be got confirmed by a Scheduled Indian bank and shall be governed by Indian Laws and be subject to the jurisdiction of courts of the place of issue of Acceptance of Tender (A/T).

The EMD may also be deposited in the form of a crossed Bank Draft from a Scheduled Bank in favour of Pay and Accounts Officer, DCPW, MHA, New Delhi.

9. Payment terms: AMC will be commenced from the date of Ist service and remain valid for one year. No advance payment shall be made. Payment will be made on completion of each half yearly after obtaining certificate of providing satisfactory service.

10. Reasonableness of price :

Tenderers are required to submit copy of orders received, if any from any Govt./Semi Govt. Organization in the recent past for the quoted model.

12. Clarification required : In case any prospective bidder required clarification/s on Technical/Qualitative Requirement (QRs), he may notify the Purchaser in writing. The Purchaser will only respond to a request for clarification/s on QRs which is received earlier than 10 days of date of tender opening. No request for clarification from bidder's received within 10 days of date of tender opening will be entertained by the Purchaser

13. The Director Central Forensic Science Laboratory, Directorate of Forensic Science Services, MHA, Govt. of India Chandigarh- 160036 reserves the right to accept or reject or cancel all or any tender or relax any part of the tender offer without assigning any reason

SIGNATURE OF TENDERER

Capacity in which

Tender is signed

(With SEAL)

Copy to :

Director cum Chief Forensic Scientist, Directorate of forensic Science Services, Block No. 9 8th Floor CGO Complex, Lodi Road, New Delhi- 11000

23/8/19
DIRECTOR

TENDER NO .CFSL/82(1)/13/BALL.....

Full name and address of the Tenderer in addition to Contractor Address:
Post Box No. if any, should be quoted in all communication to this office.

Telephone NO: _____

Fax No. _____

From

.....
.....
.....

Dear Sir,

I/We hereby offer to supply the stores detailed in the schedule hereto or such portion thereof as you may specify in the Acceptance of Tender at the price given in the said schedule and agree to hold this offer open till _____ I/We shall be bound by a communication of acceptance within the prescribed time.

2. I/We have understood the instruction to Tenderers in the booklet DGS&D-229 and conditions of contract in the Form no. 68(Revised) including in the pamphlet entitling conditions of contract governing contracts placed by the Central Purchase Organisation of the Government of India read with the amendments annexed herewith and have thoroughly examined the specification drawing and/ or pattern quoted in the schedule hereto and am/are fully aware of the nature of the stores required and my/our offer is to supply stores strictly in accordance with the requirements.

1. The following pages have been added to and form part of this tender _____

Here paste coupon/ receipt in case coupon/receipt have been supplied to the firm while purchasing the tender documents.

Yours faithfully,

(SIGNATURE OF TENDERER)

ADDRESS _____

DATED _____

SIGNATURE OF WITNESS _____

ADDRESS _____

SIGNATURE OF THE TENDERER

CENTRAL FORENSIC SCIENCE LABORATORY, CFI'S COMPLEX SECTOR 36-A CHANDIGARH
PERFORMA FOR BANK GUARANTEE FOR SUBMITTING EARNEST MONEY
(ON BANK'S LETTER HEAD WITH ADHESIVE STAMP)

Bank Guarantee No _____ Date _____

To
The Director
Central Forensic Science Laboratory
Sector 36-A, Dakshin Marg
Chandigarh- 160036

Dear Sir,

In accordance with your invitation to Tender No. _____ M/s
_____ hereinafter called the Tenderer with the following Directors on their
Board of Directors/ Partners of the firm:

- | | |
|----|----|
| 1. | 2. |
| 3. | 4. |
| 5. | 6. |

With to participate in the said Tender for the supply _____ of _____ as a Bank
Guarantee against Earnest Money for a sum of _____ (in words & figures)
_____ valid for (180) one hundred and eighty days from the date of opening of the
Tender viz _____ is required to be submitted by the Tenderer as a condition for the participation,
this bank hereby guarantees and undertakes during the above said period of (180) one hundred and
eight days to immediately pay, on demand by Deputy Director General (Proc) in writing the amount of
_____ (words & figures) without any reservation and recourse if:-

- (i) The Tenderer after submitting his Tender, modifies the rates or any of the terms and conditions thereof, except with the previous written consent of the purchaser:
- (ii) The Tenderer withdraws the said Tender within 120 days after opening of tender or
- (iii) The Tenderer having not withdrawn the Tender, fails to furnish the contract security deposit imposed for due performance of the contract within the period provided in the General Conditions of contract.

The Guarantee shall be irrevocable and shall remain valid upto _____, if further extension to this
guarantee is required, the same shall be extended to such required periods on receiving instructions
from M/s _____ on whose behalf this Guarantee is issued.

Date _____
Place _____
Witness _____
1. _____

Signature _____
Printed Name _____

(Designation)

(Bank's Common Seal)

SIGNATURE OF THE TENDERER

CONDITIONS REGARDING DEPOSIT OF EARNEST MONEY

1. All firms who are not specifically registered with NSIC or DGS&D for the stores for which the offers are being invited, are required to deposit EARNEST MONEY as mentioned in the tender schedule.
2. For claiming exemption from depositing earnest money, the tenderers should be registered with NSIC/DGS&D specifically as mentioned in the tender schedule. Firms which are not specifically registered for the stores as mentioned in the tender schedule, will be treated as unregistered, and shall be required to deposit earnest money as above.
The enlisted Indian Agent of foreign firms with DGS&D under the Compulsory Enlistment under the Scheme of Ministry of Finance will not be treated as registered DGS&D suppliers for the purpose of exemption from payment of EMD and such Indian Agent will have to deposit the Earnest Money as mentioned in the Tender Schedule, otherwise their offer will be liable to be ignored.
3. Similarly, firms who are specifically registered for the stores with NSIC/DGS&D, but with a certain monetary limit, will be treated as unregistered for their tender value exceeding their monetary limit of registration. Such firms shall be required to deposit EM over and above their Exemption Limit.
4. The EM can be deposited in any one of the following alternative forms:
 - (a) A crossed bank draft drawn in favour of Pay and Accounts Officer, DCPW, MHA. The draft should be payable at New Delh.
 - (b) An irrevocable bank guarantee of any Nationalised/Scheduled Bank in the format attached.
5. The earnest money shall be valid and remain deposited with the Purchaser for the period of 180 days from the date of tender opening. If the validity of the tender is extended, the validity of the BG/ or any other document submitted in lieu of EM will also be suitably extended by the tenderer, failing which the tender after the expiry of the aforesaid period shall not be considered by the Purchaser.
6. NO interest shall be payable by the Purchaser on the EM deposited by the tenderer.
7. The EM deposited is liable to be forfeited if the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
8. The EM of the successful tenderer shall be returned after the security deposit as required in terms of the contract is furnished by the tenderer.
9. If the successful tenderer fails to furnish the security deposit as required in the contract within the stipulated period, the EM shall be liable to be forfeited by the purchaser.
10. EM of all the unsuccessful tenderer shall be returned by the Purchaser as early as possible after the expiry of the bids validity, but not later than 30 days after placement of contract. Tenderers are advised to send a preen receipted challan along with their bids so that refund of EM is made in time.
11. Any tender not accompanied with earnest money in any one of the approved forms acceptable to the Purchaser, shall be rejected.

INSTRUCTIONS TO TENDERER

1. The tenderer must have at least three years experience of carrying out the maintenance of the same equipment as mentioned in the tender document
2. Details of past experience of providing the maintenance service should be attached along with Performance Certificate from the existing clients.
3. The firm should indicate PAN No. Service Tax No. and Tin No. (Legible Photocopy to be enclosed)
4. The Non- Comprehensive Maintenance Service Contract shall include routine maintenance, performance checks, realignment and repair of defective components and parts of the instrument
5. All spare parts imported or otherwise, required for servicing the equipment shall be provided by the purchaser. In case the same is not available with them , the same shall be provided by the tenderer at their own end.
6. Notwithstanding anything herein, during the period of this contract, the Engineers of the tenderer shall make at least 04 (Four) preventive maintenance visits and minimum of 04 (four) break down calls when ever required . The tenderer should be required to provide the services in the maneer contemplated in the contract.
7. The tenderer will provide preventive maintenance of the system once in each quarter. A register shall be maintained for this purpose to show the show the work done during preventive maintenance . The tenderer will obtain satisfactory service certificate for each quarter from the officer in charge of the system before submitting the bill . The certicate should be submitted with the bill.
8. The purchaser on his part will give reasonable cooperation in providing aid in the form of manual labour item , and with services of electrician, plumber mason carpenter or other craftsman where such services shall be necessary in modifying or correcting the purchasers facilities.
9. The tenderer shall perform services in a professional manner and in accordance with and up to the standards and to the entire satisfaction of the officer in charge for the purpose.
10. The maintenance services for the equipment will be provided at the premises of the customer at Chandigarh.
11. The contract shall be effective immediately upon acceptance and signature by the tenderer/purchaser.
12. The bidder can inspect the system on any working day in the office between 11 AM to 4 PM after prior intimation and confirmation from Directr CFSL Chandigarh, Tel No. 0172- 2615068
13. Period of contract for maintenance : The non comprehensive maintenance contract will be valid initially for a period of one year from the date of signing the contract.
14. Contact person : The details of contact person viz Name , Designation , Address Contact No. etc. shall be submitted in a separate sheet along with the tender.
15. Authorization Certificate : The tenderer should submit the Authorization Certificate mentioning the name of the signing authority for tender queries if any as well as the maintenance contract.