



सरदार वल्लभभाई पटेल राष्ट्रीय पुलिस अकादमी
SARDAR VALLABHBHAI PATEL NATIONAL POLICE ACADEMY
(भारत सरकार : गृह मंत्रालय)
(Government of India : Ministry of Home Affairs)

18011/10/2015-16/HS-Furn

Dated, the ___ March' 2016

Notice Inviting Tender in connection with readymade furniture items for syndicate rooms of MTC building of SVP National Police Academy Hyderabad - Extension of last date of receipt of quotation thereof

Sir,

Reference the earlier tender of even number dated 12 Feb' 2016 towards tender enquiry for supply of readymade furniture items for syndicate rooms of MTC building of SVP National Police Academy Hyderabad.

2. Due to administrative reasons, the last date for receipt of quotations has now been extended up to 10 March 2016 (1700 hrs).
3. The sealed cover (duly superscribed as **QUOTATION FOR SUPPLY OF READYMADE FURNITURE ITEMS FOR SYNDICATE ROOMS OF MTC BUILDING TO SVP NPA HYDERABAD- NOT TO BE OPENED BEFORE 10 MARCH 2016 (1700 HRS)**) containing offer along with all connected documents may be sent to the undersigned on or before 10 March 2016 (1700 hrs).
4. The other terms and conditions of our earlier notice dated 12 Feb 2016 remain unchanged (Copy enclosed) .

Yours faithfully,

KCSB
Administrative Officer (Admn)
SVP NPA Hyderabad
2/3/16

Copy to :

- i) The programmer, SVP NPA for hosting the advertisement on the Academy's website duly providing a link with NIC website
- ii) Shri O.V.K. Sastry, AC (QM), SVP NPA Hyderabad.



सरदार वल्लभभाई पटेल राष्ट्रीय पुलिस अकादमी
SARDAR VALLABHBHAI PATEL NATIONAL POLICE ACADEMY
(भारत सरकार : गृह मंत्रालय)
(Government of India : Ministry of Home Affairs)
हैदराबाद - 500 052, Hyderabad - 500 052.
24015151 to 24015158 Fax: 91-040-24015179
Gram: 'POLACADEMY' e-mail: administrator@svpnpa.gov.

No.18011/10/2015-16/HS-Furn

Dated, the 12 Feb' 2016

NOTICE INVITING TENDER

To

As per list attached

Sub: Tender Enquiry Notice for supply of readymade furniture items for syndicate rooms of MTC Building of Sardar Vallabhbhai Patel National Police Academy - Request for furnishing quotation - Reg.

Sardar Vallabhbhai Patel National Police Academy, Hyderabad which is the premier Police Training Institution of our country, intends to purchase furniture items for the syndicate rooms of MTC building of the Academy. The details of the furniture items are furnished below:-

S/No	Description of item	Specification	Quantity required
1.	Table	Supply of table of size 2400 x 900 x 750 mm made out of 18mm thick commercial prelaminated board, top to have 25mm thick post formation top having 3 nos. Drawers on R.H.S & L.H.S, foot rest, having provision for key board all exposed edges to have edge binding tape etc	04 Nos
2.	Table	Supply of side Table of size 900 x 450 x 750 mm made out of 18mm thick commercial prelaminated board, top to have 25mm thick post formation top having 1 no. Drawers on R.H.S foot rest, having provision for CPU, Key board, all exposed edges to to have edge binding tape etc.	04 Nos
3.	Computer table	Supply of Computer Table of size 900 x 600 x 750 mm made out of 18mm thick commercial prelaminated board, top to have 25mm thick post formation top having 1 nos. Drawers & cup board on R.H.S, foot rest, having provision for Key board, all exposed edges to have edge binding tape etc.	04 Nos
4.	Back unit	Supply of back unit of 3900 x 450 x 750mm made out of 18mm thick plywood for sides, front, top, draw and shutter, clad with 1mm thick laminate of approved brand and shade & internal with 0.8mm white laminate having openable doors with adjustable shelves etc	04 Nos

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5.	Back unit	Supply of back unit of 1600 x 450 x 750mm made out of 18mm thick plywood for sides, front, top, draw and shutter, clad with 1mm thick laminate of approved brand and shade & internal with 0.8mm white laminate having openable doors with adjustable shelves etc	04 Nos
6.	Discussion table	Supply of discussion table of size 3600 x 1200x 750mm made out of 18mm thick plywood with 1mm thick laminate of approved brand & shade. Top to have 30mm thick plywood & 1mm laminate on it. All edges are covered with teak wood beading & melamine polish on it.	01 Nos
7.	Discussion table	Supply of discussion table of size 3600 x 1800x 750mm made out of 18mm thick plywood with 1mm thick laminate of approved brand & shade. Top to have 30mm thick plywood & 1mm laminate on it. Under structure storage unit of size 3000x 600x 720 mm having one side openable doors & adjustable shelves with 0.8 mm internal laminate on it & all edges are covered with teak wood beading & melamine polish on it.	01 Nos

As such, parties interested in supplying the above mentioned items, may submit their quotation in a sealed cover, subject to acceptance of the below mentioned terms and conditions.

Type of Tender : Limited Tender Enquiry
Bid System : Two Bid System
(Technical Bid & Commercial Bid)

Terms and Conditions

- 1) The Technical bid and Financial bid should be strictly as per the format prescribed in the NIT. In case of deviation the offer will be rejected
- 2) **Documents required to be submitted** :- The firm must enclose the following documents with technical bid :-
 - i) Copy of firm's registration certificate
 - ii) Earnest Money Deposit (EMD)
 - iii) Delivery / installation term
 - iv) Sales tax Clearance Certificate of last three year
 - v) Copy of the latest Income Tax return filed by the firm
 - vi) Copy of Pan Card of the firm
 - vii) Copy of at least one previous work order of same nature / Amount of work as proposed in this work.
- 3) **Earnest Money Deposit (EMD)** :- The Technical Bid as the enclosed format containing the specifications and other information, shall be enclosed with the technical bid along with Earnest Money Deposit for Rs 9000/- (Nine thousand)

only in the form of Demand Draft drawn in favour of 'The Director, S.V.P. National Police Academy, Hyderabad'. Offers received without the prescribed EMD, will be rejected summarily.

No interest will be paid on Earnest Money Deposit. EMD of unsuccessful tenderers will be returned in due course of time. If the quotation is accepted and the contracted firm fails to undertake the supply contract, their EMD will be forfeited without any further notice. The tender will not be entertained if submitted without E.M.D

- 4) **Delivery schedule** :- Delivery should be completed within 30 days from the date of receipt of work order from the Academy.
- 5) **Price, tax and other charges**:- The Financial Bid as per enclosed format shall comprise the price component indicating the unit price excluding taxes. The unit price thereof shall not be overwritten. (As per proforma given below)
 - a) The quoted price shall be exclusive of all the Taxes and taxes should be shown separately as applicable. No excess amount beyond the quoted amount will be considered.
 - b) In case the taxes are shown blank, then it will be construed that the rate is inclusive of all taxes.
 - c) Quoted prices should be inclusive of freight and forwarding charges, handling charges, loading and unloading charges, insurance charges, etc.
 - d) The prices once accepted by the purchaser shall remain valid till the successful execution of the complete order to the satisfaction of the Purchaser. The Purchaser shall not entertain any increase in the prices during the period. In the event there is a reduction or increase in Government levy/duties during the period of execution of the order, the rates shall be suitably adjusted with effect from the date of notifying the said reduction or increase in the Government levy/excise duty.
 - e) Prices shall be quoted in Indian rupees only.
- 6) **Bid validity** :- The Bid / Tender submitted shall necessarily remain valid for 180 days after the date of commercial bid opening. If any bidder withdraws his tender before the said period, SVP NPA shall-without prejudice to any other right or remedy, be at liberty to forfeit the Bid Security submitted along with the bid.
- 7) **Undertaking certificate** :- The bidding firm should submit an undertaking along with their technical bid, that they would adhere strictly to the delivery schedule indicated in this tender document failing which they would be penalised with a penalty equal to 0.5% of the supply contract value for every week period's delay. Failure to enclose this undertaking would entail rejection of the submitted offer without any further intimation.
- 8) The **Technical Bid** should be placed in one sealed envelope super scribed 'Technical Bid'. The **Financial Bid** should be kept in a separate sealed

envelope super scribed 'Financial Bid'. Both the envelopes should then be placed in one single, sealed envelope super scribed 'BID FOR SUPPLY OF READYMADE FURNITURE ITEMS FOR THE SYNDICATE ROOMS OF MTC BUILDING OF SVP NPA HYDERABAD NOT TO BE OPENED BEFORE 29 FEB 2016.' and should be addressed to the Administrative Officer (Admn.), SVP National Police Academy, Hyderabad. The sealed tender received after the due date and time will be summarily rejected. The bid should be signed at the bottom of each page of tender form.

- 9) Academy will cancel supply order, if the quality / progress of the work are found to be not satisfactory or if there is an inordinate delay in completing the supply.
- 10) The bidder will be blacklisted by the Academy in case of (column-9) above being invoked.
- 11) The Director SVP NPA reserves the right to cancel the order without pre notice, forfeit the security deposit or recover any damages for any breach of contract.
- 12) Notwithstanding any of the conditions and clauses indicated in the Tender form, the Director reserves to accept or reject either the Lowest or any other valid bid and or split up the order for supplying of various uniform articles to more than one bidder or to cancel the Tender without assigning any reasons thereto. The SVP NPA also reserves the right to increase or decrease the quantity of the order.
- 13) Terms of payment - No advance payment or payment against proforma invoice will be made. Payment will be made only after completion of supply & installation.
- 14) Warranty :- One years from the date of completion of work.
- 15) Performance security :- The successful bidder shall have to deposit a performance security of 5% of the contract value of the work order rounded up to next hundred in the form of account payee demand draft / bank guarantee from a nationalized / scheduled commercial bank in favour of the Director, SVP NPA Hyderabad payable at SBH Shivrampally, Hyderabad within 15 days of the placement of supply order for due performance as per the provisions contained in GFR - 158. Failure on the part of the firm to deposit the performance security within stipulated time the purchaser reserves the right to cancel the Supply Order. Performance Security submitted by the bidder will remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations. No interest will be payable for "Performance Security."
- 16) Sample:- All technically qualified bidders should produce sample of the proposed furniture before the TPC. The expenditure of samples will be made at the cost of the vendor. At the second stage financial bids of only the technically acceptable offers should be opened for further evaluation before awarding the contract.
- 17) The last date for receipt of quotations is 29 Feb 2016 at 1700 hrs

Opening and Evaluation of Technical Bids:

- a) The Tender Committee appointed by the Purchaser will open all Technical Bids in the first instance on the appointed date, time and venue in the presence of all bidders or by their representatives.
- b) During evaluation of the bids, the Purchaser may, at its discretion, ask the Bidder for clarifications of its bid. The clarification of the bidder shall be in writing.
- c) No bidder shall contact the purchaser on any matter relating to its bid from the time of the bid opening to the time the work order is placed. If the Bidder wishes to bring additional information to the notice of the Purchaser it should be done in writing.
- d) Any effort by a bidder to influence the purchaser in its decisions on bid evaluation, bid comparison or work order decision will result in rejection of the bid.
- e) The results of the evaluation of the Technical Bids along with the date of opening of the Financial Bids will be communicated to the qualifying bidders. The purchaser may at its option chose to open the financial bids immediately after the opening and evaluation of the Technical Bids.

Opening and evaluation of Financial Bids

- a) The Tender Committee appointed by the Purchaser will open the Financial Bids of bidders as specified in (e) above.
- b) Arithmetical errors will be rectified on the following basis: If there is a discrepancy between words and figures, the lower of the two shall be taken as the bid price. If the bidder does not accept the correction of errors, as aforesaid, his bid will be rejected, and EMD will stand forfeited.

Eligibility Conditions

- a) The bidding firm should have the capability to supply the ordered items in time as per the schedule indicated in the salient features i.e. the supply shall be completed within 30 days from the date of receipt of purchase order.
- b) Any Government organization/undertaking should not have blacklisted debarred/suspended the bidding firm.
- c) The Vendor should preferably be an entity registered in India.
- d) No bid will be considered unless and until all the pages / documents comprising the bid are properly numbered, signed and stamped by the person/s authorized to do so

PROFORMA FOR TECHNICAL BID

S/No	Name of item	Specification of items	Whether offered items is in consonance with NIT specification (Yes / No)	Whether sample provided or not (Yes / No)	Remarks if any

FORMAT OF QUOTATION

S/No	Name of the items	Rate	Tax	Any other charges if applicable	Amount
	EXAMPLE				
1	Chair	Rs.1000/-	Rs. 145 @ 14.5%	-	Rs.1145/-

K. Shankar

(K. Shankar)
Administrative Officer (Admn.)
SVP National Police Academy
Shivrampally,
Hyderabad-500 052

Copy to: Programmer with a request to please get the above requirement posted in NPA Website and provide a link with NIC web-site.

Gram: 'POLACADEMY' e-mail:administrator@svnpa.gov.in Tel: 91-040-24015151 to 24015158 Fax: 91-040-24015179

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