

HOMI BHABHA CENTRE FOR SCIENCE EDUCATION

Tata Institute of Fundamental

Limited Tender Notice No. 03 /2024-25

Limited Tender No.: HBCSE/PUR/Rate Contract of Knapsack Bags for seminars / conference / workshops at HBCSE- 2024

Date: 03rd January, 2024

Homi Bhabha Centre for Science Education (HBCSE), Mumbai is a National Centre of Tata Institute of Fundamental Research, Mumbai which is under the aegis of the Department of Atomic Energy, Government of India.

Chapter-I- Notice Inviting Tender

1) **HBCSE-TIFR**, Mumbai, India invites sealed bids in two parts, **Part– I: Technical Bid & Part – II: Financial Bid** for the following:

Description of Work	Bid Security (EMD)
Rate Contract of Knapsack Bags for Olympiads, NIUS and Workshop at Homi Bhabha Centre for Science Education, V. N. Purav Road, Mankhurd, Mumbai – 400088, Maharashtra, India Estimated Cost: ~ Rs. 4,50,000 /- Lakhs per year (Including GST). Type of Tender: Two Bid	Earnest Money Deposit (EMD) : Rs.9,000 /- (Rupees Nine thousand only) by way of Demand Draft in favour of “HBCSE” payable at Mumbai. Alternatively, this amount can be remitted by bank transfer. The details are as follows: HBCSE-TIFR Non Plan A/C, Account No.:1038019943 Bank Address: Central Bank of India Jigna Apartment, Sion-Trombay Road, Mankhurd, Mumbai – 400 088 IFSC Code: CBIN 0282523.
DURATION OF THE RATE CONTRACT: The contract shall remain valid for one year .	
Downloading of Tender	From: 03/01/2024, 14.00 hrs.
Submission of Tender	From: 04/01/2024, 9.00 am To : 24/01/2024, upto 14.30 hrs.
Opening of Techno Commercial Bid (Part I). (If sufficient bids are received).	On : 24/01/2024, at 15.30 hrs.

Pre-bid meeting: The pre-bid meeting with all the prospective bidders is scheduled to be held on **09/01/2024 at 15.00 hrs.** Interested bidders may send email to **purchase@hbcse.tifr.res.in** or **<https://eprocure.gov.in/epublish/app>** for joining the meeting on or before **08/01/2024 till 17:30 hrs.** It is important for the vendor to attend the pre-bid meeting to understand the exact requirements.

Bids under Two Bid System are invited on behalf of Centre Director, HBCSE Mumbai for award of rate contract for **Providing Knapsack Bags for seminars / conference / workshops at HBCSE**. The details of the tender including the scope of work, technical specification etc. is given in this tender document. All the prospective bidders are requested to go through the tender document before submitting their bids.

The Tender should be submitted in sealed envelopes duly super scribed with our Tender Enquiry No. and Due Date and with the heading ‘**PROVIDING RATE CONTRACT FOR KNAPSACK BAGS FOR SEMINARS / CONFERENCE / WORKSHOPS AT HBCSE**’ in bold letters. Addressed to the Head, Administration Operations, Homi Bhabha Centre for Science Education, TIFR. Quotation sent by hand delivery/courier are to be deposited in the Tender Box kept at the Main Gate after obtaining stamp, date and signature of the Security Officer.

Tenders to be sent to:

Head, Administrative Operations

Homi Bhabha Centre for Science Education

V. N. Purav Marg, Near Anushakti Nagar Bus Depot, Mumbai – 400 088.

Bids sent by fax/email shall be rejected straightway. The Centre reserves the right to accept/ reject the proposal either in part or in full without assigning any reasons.

Head Administrative Operations
For and on behalf of Centre Director, HBCSE

Chapter-II- Conditions of Contract & General Terms and Conditions

Subject: - Notice Inviting Limited Tender for Rate Contract for Knapsack Bags for seminars / conference / workshops at HBCSE-TIFR, Mumbai

1. HBCSE-TIFR, Mumbai intends to enter into a rate contract for Knapsack Bags for internal consumption by the Centre for a period of one (1) year.

2. The bids should reach this office on or before 24/01/2024 up to 02.30 P.M. duly sealed superscribed with

Tender no – No. 03/2024-25

Limited Tender : HBCSE/PUR/Rate Contract of Knapsack Bags for seminars / conference / workshops at HBCSE – 2024

3. **Critical Dates :** Refer page no. 1 of the Tender document.

4. **Parties:**

The parties to the contract are the contractor (the tenderers to whom the work have been awarded) and the HBCSE-TIFR through Head Administration Operations, Homi Bhabha Centre for Science Education, Mumbai for and on behalf of the Centre Director, HBCSE-TIFR, Mumbai.

5. **Extension of last date:**

The HBCSE-TIFR Mumbai at its discretion can extend the last date for submission of the bids and such extension shall be binding on all the bidders. Addendum/Corrigendum, if any in this regard, will be published on the HBCSE-TIFR website: www.hbcse.tifr.res.in or <https://eprocure.gov.in/epublish/app>

6. **Address:**

The Firm should be located in Mumbai, Maharashtra only.

For all purposes of the contract including arbitration thereunder the address of the contractor mentioned in the tender shall be final unless the contractor notifies a change of address by a separate letter, Sent by Courier/Speed Post/Registered post with acknowledgment to this Centre. The bidder shall be solely responsible for the consequences of any omission or error to notify in change of address in the aforesaid manner.

7. **Earnest Money Deposit:**

An earnest money for Rs. 9,000/- i.e. 2% of the total estimated cost) has to be deposited in the form of Demand Draft, Fixed Deposit Receipt, Bankers cheque or through online transfer through bank (Bank details to be provided on demand) in favour of 'Homi Bhabha Centre for Science Education' Mumbai' and send along with the Technical Bid. After online transfer of earnest money, the vendor should intimate us by email or proof of online transfer of EMD should be part of tender. The firms registered under MSMEs can be exempted from submission of EMD as per rule 170 of GFR 2017, provided they must submit a 'Bid Securing Declaration'.

EMD shall be interest free and it will be refunded to the unsuccessful bidders within 15 days after acceptance of Work Order by the awarded bidder without any interest. EMD will be forfeited if the bidder withdraws or amend impairs or derogates from the tender in any respect. Kindly submit your bank details along with the tender like Cancelled Cheque/NEFT/Bank A/C details for ease in repayment of EMD.

8. **Preparation and Submission of Tender:**

The tender should be submitted in two parts i.e., Technical Bid and Financial Bid.

The Technical Bid and the Financial Bid should be sealed by the bidder in two separate covers "**Technical Bid for Rate Contract for KNAPSACK BAGS FOR SEMINARS / CONFERENCE / WORKSHOPS AT HBCSE – 2024**" and "**Financial Bid for Rate Contract for KNAPSACK BAGS FOR SEMINARS / CONFERENCE / WORKSHOPS AT HBCSE – 2024**". Both Sealed Envelopes should be kept in a main/bigger envelope superscribed as **Tender Notice No. – 03/2024 'HBCSE/PUR/RATE CONTRACT OF KNAPSACK BAGS FOR SEMINARS / CONFERENCE / WORKSHOPS AT HBCSE – 2024'**.

9. **Micro and Small Enterprises (MSEs):**

As per Public Procurement Policy (PPP) for Micro and Small Enterprises (MSEs) Order, 2012 issued vide Gazette Notification dated 23.03.2012 by Ministry of Micro, Small and Medium Enterprises of Govt. of India, MSEs

must in order to avail the Tender fee exemption must have valid UDYAM registration as on due date for submission of bid.

The MSEs who have applied for registration or renewal of registration with any of the agencies/bodies, but have not obtained the valid certificate as on close date of the tender, are not eligible for exemption / preference.

10. The tenderer will enclose GST registration certificate along with their Quotation.
11. **(A) Technical Bid:** The tenderer should submit the technical details in **Annexure I** of contract form. An undertaking will be given by the bidder that sample of all items will be kept ready by them for inspection by the HBCSE-TIFR, Mumbai. Further, bidders may be asked to provide the sample of the items quoted, which should be of good quality as per sample available in the HBCSE-TIFR, Mumbai.
Tenders of those bidders whose samples are not found up to the mark will be summarily rejected.
(B) Financial Bid: The price quoted will be exclusive of taxes and shall be fixed and final. Taxes, as applicable will be extra, which will not be quoted in the bid. It should be submitted in form given in **Annexure III**.
12. **Opening of Technical Bid & Financial Bid:**
 - a. The sealed quotations (technical bids) will be opened on 24/01/2024 at 15.30 hrs. at HBCSE-TIFR, Mumbai. Bidders can attend the same physically. After scrutiny of technical bids by the Technical Evaluation Committee (TEC), financial bids will be opened.
 - b. Financial bids of only those bidders, whose technical bids are declared eligible by the committee will be evaluated.
 - c. After scrutiny of technical bids, the HBCSE-TIFR, Mumbai shall shortlist the eligible bidders and inform them of the date and time of opening of the Financial Bids. Eligible bidders could participate in the financial opening physically.
 - d. In case the date opening of tender is declared a holiday for unexpected reason, the tender shall be opened at the same time on the next working day.
 - e. The opening of financial bid is subject to providing of the sample.
13. **Period of the Contract:**

The contract will be valid for a period of one year from the date of placement of order, which can be extended for a further period of one year on the same rate and terms & conditions on mutual consent of both parties. However, HBCSE-TIFR may terminate the contract at any time by giving 15 days advance notice without assigning any reason.
14. **Validity of the bids:**

The bids shall be valid for a period of 180 day from the date of opening of the tender. This has to be specified by the tenderer in the commercial bid. A bid for a shorter period of validity shall stand rejected.
15. **Signing of contract:**

The Notice Inviting Tender shall form a part of the contract document. The successful tenderer/contractor, on acceptance of his/her tender by the Accepting Authority, shall, within 15 days from the stipulated date of start of the work, sign the contract consisting of: The Notice Inviting Tender, all the documents including all conditions, specifications and drawings, if any, forms the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.
16. **Canvassing:** either directly or indirectly, in connection with the tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection and may be barred from the future participation in HBCSE- TIFR works.
17. **Non transferability:** This tender is non-transferable. Incomplete and conditional Tenders will be summarily rejected.
18. **Non-withdrawal of bids:** No bidders will be allowed to withdraw after submission of bids/opening of the tender; otherwise, the EMD submitted by the firm will be forfeited.

19. Purchase Rights:

- (a) The HBCSE-TIFR, Mumbai reserves the right to accept or reject any or all tenders /quotations without assigning any reason there of and also does not bind itself to accept the lowest quotation or any tender. Any failure on the part of the contractor to observe the prescribed procedure and any attempt to canvass for the work will prejudice the contractor's quotation or any tender.
- (b) HBCSE-TIFR, Mumbai reserves the right to relax/withdraw any of the terms of and conditions mentioned in the Tender Document so as to overcome any problem encountered during the selection of the bidders and also during the course of the execution of the contract.
- (c) HBCSE-TIFR, Mumbai reserves the right to black list a bidder for a suitable period in case the firm fails to honor its bids without sufficient grounds.
- (d) It shall in no way be binding on the HBCSE-TIFR, Mumbai to purchase the exact number of quantities as indicated in the tender Document. The actual quantities that may be purchased by the HBCSE-TIFR, Mumbai may vary.

20. Quoted rates to include all taxes (except GST):

Sales tax, VAT, Purchase tax or any other tax on materials in respect of this contract, including state Sales tax and Turnover tax on transfer of property as per Works Contract Act etc. if any, shall be payable by the contractor and Government will not entertain any claim whatsoever in respect of the same. As per the directives of the Sales Tax Authorities, the tax due at the rates notified by the State Government from time to time, shall be deducted from the bills payable to the Contractors, for which TDS certificate shall be issued by the Department.

21. A) Levy / Taxes payable by contractor:

- a. GST @18% on materials and services in respect of this contract shall be payable by the contractor.
- b. The contractor shall deposit royalty and obtain necessary permit as required for supply of the sand, Aggregate, Stone etc. from local authorities. No matters in this regard will be entertained by HBCSE.

B) Deduction of Income Tax: Income Tax will be deducted as per Section 194-C of Income Tax Act 1961 and a certificate for the amount so recovered will be issued by the HBCSE Centre.

22. The Payment clause:

The payment by the Center will be made within 10-15 working days pf receipt of supply. All cost related to packing transportation etc. will be borne by the supplier, No extra payment will be made by the Centre for whatever purpose. The supplier will be solely responsible for paying all applicable taxes as per rule. In case of any penalty/tax is payable on a later stage, the supplier shall be liable to pay the same along with penalty. Advance payment will not be made by the Center under any circumstances.

23. Communication of Acceptance / Right of Acceptance:

HBCSE-TIFR, reserves all right to reject any tender including of those tenders who fails to comply with the instructions without assigning any reason whatsoever and does not bind itself to accept the lowest or any specific tender. The decision of this Centre in this regard will be final and binding. Any failure on the part of the contractor to observe the prescribed procedure and any attempt to canvass the work prejudice the contractor's quotation.

24. Performance Guarantee:

(a) Successful Bidder (s) will be required to submit a performance Guarantee at **3% of value of purchase order** at the time of award of work along with the acceptance of award of work in favour of '**HOMI BHABHA CENTRE FOR SCIENCE EDUCATION**', Mumbai within **7 days** of acceptance of purchase order. The performance guarantee will be valid for a period of **sixty days** beyond the date of completion of all contractual obligation of the supplier including warranty obligations.

(b) If successful bidder(s) fails to furnish the required bank Performance Guarantee within the specified period. EMD will be forfeited and the bidder will be barred from participating in future tenders of the HBCSE TIFR, Mumbai.

25. Liquidated Damages

(a) The date of delivery of the goods, stipulated in the acceptance of the tender should be deemed to be the essence of the contract and delivery must be completed no later than the dates specified therein. Extension will not be given except in exceptional circumstances. Should, however, deliveries be made after the expiry of

contracted delivery period, without prior concurrence of the purchaser and be accepted by the consignee, such delivery will not deprive the purchaser of this right to recover liquidated damages.

(b) Should the supplier fail to deliver the goods or any consignment thereof within the period prescribed for delivery, the purchaser shall be entitled to recover 0.5 % of the value of delayed supply for a period up to 4 (four) weeks and thereafter at the rate of 10 % of the value of the delayed supply for another 4 (four) weeks of delay. In the case of package supply where the delayed portion of supply materially hampers installation and commissioning of the systems, liquidated damages charges shall be levied as above on the total value of the concerned package of the purchase order. Quantum of liquidated damages assessed and levied by the purchaser shall be final and not challengeable by the supplier.

26. FORCE MAJEURE:

If, at any time during the subsistence of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reasons of any war or hostility, act of public enemy, civil commotion, sabotage, fire, floods, explosion, epidemics, quarantine restriction, strikers lockout or act of God (hereinafter referred to as events) provided notice of happening of any such eventuality is given by party to other within 21 days from the date of occurrence thereof, neither party shall by reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against other in respect of such non-performance or delay in performance, and deliveries have been so resumed or not shall be final and conclusive.

Further, that if the performance in whole or in part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days, either party may, at least option to terminate the contract.

27. Breach of Terms and Conditions:

In case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to cancel the work order/ job without assigning any reason thereof and nothing will be payable by HBCSE-TIFR, Mumbai in that event the security deposit shall also stands forfeited.

28. Subletting of Work:

The firm shall not assign or sublet the work/job or any part of it to any other person or party without having first obtained permission in writing of HBCSE-TIFR, Mumbai, which will be at liberty to refuse if thinks fit. The tender is not transferable. Only one tender shall be submitted by one tenderer.

29. Arbitration:

If any difference arises concerning this agreement, its interpretation on payment to be made thereunder, the same shall be settled out by mutual consultation and negotiation. If attempts for conciliation do not yield any result within a period of 30 days, either of the parties may make a request to the other party for submission of the dispute for decision by an Arbitral Tribunal containing Sole Arbitrator to be appointed by the Secretary, Department of Legal Affairs. Such requests shall be accompanied with a panel of names of three persons to act as the sole arbitrator. In case of such arbitrator refusing, unwilling or becoming incapable to act or his mandate having been terminated under law, another arbitrator shall be appointed in the same manner from among the panel of three persons to be submitted by the claimant. The provision of Arbitration and Conciliation Act, 1990 and the rule framed there under and in force shall be applicable to such proceedings.

30. Legal Jurisdiction:

The Court of Mumbai in the State of Maharashtra only will have the jurisdiction to deal with and decide any legal matters or disputes what-so-ever arising out of this tender.

31. Settlement of Disputes/Arbitration: It is incumbent upon the Contractor /transporter to avoid litigation and disputes during the course of execution. However, if such dispute take place between the contractor and the department, effort shall be made first to settle the disputes at HBCSE, Mumbai level. The contractor shall make request in writing to the Centre Director, HBCSE, Mumbai Campus, for settlement of such disputes/claim within 30 (thirty) days of arising of the cause of dispute/claim, failing which no disputes/claims of the contractor shall be entertained by HBCSE, Mumbai Campus. If differences still persist, the settlement of the dispute may be sought in the Court of Law in Mumbai.

32. Period and Terms of Delivery: Delivery of goods shall be made by the supplier within **07 days of placing of purchase order, however, in case of emergent requirement he has to supply the required quantity of Knapsack Bags i.e., within 02 days of placing of order.**

33. Other Conditions:

The successful firm will be required to do the work / job for a period of one year from the date of award the contract. HBCSE-TIFR, Mumbai has reserved the right to terminate the contract at any time without assigning any reason.

The job will be entrusted on the basis of all-inclusive rate contract on as is where is and competitive rates basis.

- (a) The Centre Director, HBCSE-TIFR shall be the final authority to reject full or any part of the supply which is not confirming to the specification and other terms and conditions.
- (b) Any other statutory levy imposed by the Govt. of India from time to time will be authorized extra on demand with adequate proof thereof will be paid extra.
- (c) Force majeure will be accepted on adequate proof thereof.
- (d) Tenderers submitting tenders would be considered to have considered and accepted all the terms and conditions. No enquiries, verbal or written, shall be entertained in respect of acceptance or rejection of the tender.
- (e) Material confirming to the specifications should be quoted. Original Catalogue, Leaflets, literatures with full technical details and pricelists, if any, should invariably be attached along with their offer.
- (f) In case of any manufacturing defect of any shape/kind, damage of any type the item shall have to be immediately replaced with a new one. The supply shall be completed within the stipulated time.
- (g) The logo approx. 3" shall be printed on the Knapsack Bags at an appropriate noticeable place.
- (h) Each Knapsack Bag needs to be packed appropriately.

34. Amendment of Bidding Document:

- (a) At any time prior to the deadline for submission of bids, the HBCSE-TIFR, Mumbai may, for any reason, whether on its own initiative or in response to the clarification request by a prospective bidder, modify the bid document.
- (b) Any amendment in the bidding document, at any time prior to the deadline for the submission of bids, shall be uploaded as "corrigendum" on the HBCSE website and <https://eprocure.gov.in/epublish/app> such amendments modifications shall be binding on all the prospective bidders.
- (c) HBCSE-TIFR, Mumbai at its discretion may extend the deadline for the submission of bids if the bid document undergoes changes during the bidding period in order to give prospective bidders time to take into consideration the amendments while preparing their bids;
- (d) HBCSE-TIFR, Mumbai reserves the right to amend or withdraw any of the terms and conditions contained in the tender document or to reject any or all the tenders in whole or in part without giving any notice or assigning any reason;
- (e) Further addendum/Corrigendum if any will be uploaded onto the website of HBCSE-TIFR, Mumbai only. The decision of HBCSE-TIFR, Mumbai, in this regard, shall be final and binding on all.

35. Corrupt or Fraudulent Practices:

- (a) It is expected that the bidders who wish to bid for this tender have highest standards of ethics;
- (b) HBCSE-TIFR, Mumbai shall reject the bid if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices while competing for this order;
- (c) HBCSE-TIFR, Mumbai may declare a bidder ineligible, either indefinitely or for a stated duration, if it at any time determines that the bidder has engaged in corrupt and fraudulent practices during the execution of order.

- 36.** Vendor will ensure sufficient stock of the awarded items ready at all the time to deliver on urgent basis. The items duly inspected against all the orders received by the bidder will be delivered to **Homi Bhabha Center for Science Education, V.N. Purav Marg, Mankhurd, Mumbai – 400 088**. These Knapsack Bags shall be delivered as early as possible whenever an order is placed.

Chapter III, Specifications and allied Technical Details

Parameters and Technical Specifications for Executing the Work:

1. The firm should be registered and should have the turnover of Rs. 4,50,000/- (Rs. Five Lakh and Fifty Thousand only) for the last three consecutive years.
2. Tenderer shall have a minimum of 3 (three) years of experience in supplying Knapsack Bags (related to the items quoted in the tender) to the Government / Corporate / PSU organizations in India.
3. The firm has to submit a proof of turnover as mentioned above supported by documentary materials.
4. The supply order will be placed as and when required, irrespective of the quantity ordered and the successful supplier will have to meet all the requirement of the HBCSE-TIFR, Mumbai immediately on receipt of the supply order and in any case within a maximum period of 7 days from the date of supply order. However, the supply of urgent nature shall have to be made on the same day. In few cases the items are to be delivered at a very short notice i.e., within 02 days.
5. **The price quoted will be inclusive of Taxes and shall be fixed and final. Taxes, as applicable to be quoted in the bid.** The firm should also have a valid PAN number, which should be mentioned.
6. The firm should be able to provide the requisite brand or similarly placed brand in case of manufacturer of the item(s). It must be able to provide the required GSM of the Knapsack bags etc.
7. The delivery of the items will have to be made at HBCSE-TIFR, Mumbai. No transportation/ cartage charges will be provided for the same.
8. The tenderers must quote rates including freight, insurance, cartage, labour charges etc. on Door Delivery basis at HBCSE-TIFR, Mumbai.
9. The approved supplier (tenderer) shall have the direct responsibility for supply of stock and who shall only be entitled to raise the bills against such supply. Payments will be made only in favour of the approved supplier (tenderer).
10. The payment will be made on invoice basis. The invoice will be as per packing. The supplier will prepare bill as receiving copy invoice/ challan with details of material accepted.
11. Tenderer / manufacturing unit which has been blacklisted / debarred for any item either by the Tender inviting authority or by any state Govt. or central Govt. Organization cannot participate in the Tender for that item during the period of blacklisting / debarment.
12. No tenderer shall be allowed at any time on any ground whatsoever to claim revision of or modification in the rates quoted by him. Clerical error, typographical error etc. committed by the tenderers in the tender forms will not be considered after opening of the tenders. Conditions such as "SUBJECT TO AVAILABILITY, SUPPLY WILL BE MADE AS AND WHEN SUPPLIES ARE RECEIVED" etc. will not be considered under any circumstances and the tenders of those who have given such conditions shall be treated as incomplete and for that reason, shall be summarily rejected.
13. The selected tendering Firm/Agency/Company shall also provide the name and mobile number of a key person, who can be contacted at any time, even beyond the office hours on holidays. The person should be capable of taking orders and making arrangement for supply of the desired items even on short notice to HBCSE-TIFR, Mumbai.
14. After due evaluation of the bid(s) HBCSE-TIFR, Mumbai will award the contract to the lowest evaluated responsive tenderer individual item wise. Conditional bid will be treated as unresponsive and it may be rejected.
15. The rate quoted should be firm and final and written in ink or typed against each item and should in no case be overwritten.
16. Each page of the Notice to be signed and stamped by the bidder in token of having accepted the same.

Head Administrative Operations HBCSE-TIFR, Mumbai

TENDER FORM - 1 - TECHNICAL INFORMATION AND UNDERTAKING.

(Tenderer may use separate sheet wherever required)

Sr. No.	Details of the Firm/Bidder	Page No.	Details
1	Name & Address of the Tenderer/ Concern		
2	Contact Number of concerns		
3	Whether the Firm is located in Mumbai (Maharashtra).		
4	State clearly whether it is Sole proprietor or Partnership firm or a company or a Government Department or a Public Sector Organization		
5	Details of the Earnest Money Deposit (EMD) worth Rs. 9,000/- (Rs. Nine Thousand only)		
6	Whether each page of NIT and its annexure have been signed and stamped		
7	Whether Bidders have quoted for each and every item mentioned in Annexure III		
8	List of Major Customer may be given on a separate sheet and proof of satisfactory supply, if any		
9	Proof of the last three year's turnover of the firm which should not be less than Rs. 4,50,000/- only continuously for the preceding three years		
10	Permanent Account Number (PAN) with Proof		
11	Whether copies of authenticated balance sheet for the past three years enclosed		
12	Any other information important in the opinion of the tenderer		
13	Valid GST Registration Certificate		
14	Valid MSME Certificate		
15	Sample of Knapsack Bag and Designs Catalogs		
Note:			

Note: Bidders may be asked to provide the sample of the Knapsack Bags quoted, which should be of good quality as per sample available in the HBCSE-TIFR, Mumbai.

- Page number/serial number may be given to each and every page of Tender Documents and photocopies of the documents attached. Mention Page number, wherever the copy(ies) of the document(s) are kept.
- In case of non-fulfilment of any of the above information/document(s), the Tender will be summarily rejected without giving any notice.

(Dated Signature of the Tenderer with stamp of firm) Dated:

Place:

Undertaking

1. That I/we have carefully studied all the terms & conditions of Notice Inviting Tender (NIT) and shall abide by it.
2. That I/We shall supply the items of requisite quality.
3. That I/We undertake that the information given in this tender are true and correct in all respect and I/We hold the responsibility for the same.
4. That I/We undertake that sample of items will be kept ready for inspections by the HBCSE-TIFR, Mumbai. I/We shall be responsible for the cancellation of tender if samples are not up to mark.

(Dated Signature of the Tenderer with stamp of firm)

Date:

Place:

Financial Bid

Bidder Name:					
(Template must not be modified by the bidder and the same should use for quoting price else the bidder is liable to rejected for this tender. Bidders are allowed to enter the bidder's name and values only)					
Sr. No.	Items Description	Qty. Approx.	Unit Rate	GST %	Total
1.	Knapsack bag: of 3 compartments a. 2 large compartments + 1 front compartment with organizers. b. 1 main compartment should be well cushioned for laptop of 15" inch. c. 1 side mesh pocket for water bottle. d. 600 x 600 PU coated material (Water Proof), 8 no. Runner S. R., 8 no. Taiwan Zipper. e. Padded shoulder with adjustable strap and loop to hang. f. light weight and should have earphone outlet. g. Any color and logo "HBCSE" to be printed on it. (Approx. Logo size 3 Inches)	900 Nos.			
Rate in figure in Rs.:					
Quoted Rate in Words Rupees:					

Note:

- Quantity of items given are tentative, which may be increased or decreased as per the Centre requirement.
- The prices should be quoted on fixed and firm basis (inclusive of making, packaging and transportation). The supplier will be responsible for bearing all the charges (including transportation, insurance, charges at both origin and destination, but excluding taxes and duties levied by Govt. of India)
- The rate quoted by the supplier /bidder shall be final and no change in the same shall be allowed under any circumstances during the currency of rate contract.
- All statutory payments and arrangements like transportation, helper, loading/unloading or supply of good to the premises, compensation in case of accident or loss etc. to the workers or machinery employed by the supplier shall be borne by the supplier only.
- The logo approx.3" shall be printed on all the Knapsack Bags at an appropriate noticeable place.

(Dated Signature of the Tenderer with stamp of firm)

Date:

Place: