

INVITATION TO TENDER
109 BN CENTRAL RESERVE POLICE FORCE,
MONGSANGEI, IMPHAL, DISTRICT-IMPHAL (W) MANIPUR-795003,
TELEPHONE/FAX No. 0385-2952345 (Mob No.9612598325)

No.L.VII-8/2021-22-109-MT

Dated, the 20th July 2021

The Commandant 109 BN CRPF, Mongsangei, Imphal (west), Manipur 759 003 invites sealed tenders, for and on behalf of the President of India, under two bid system consisting of technical bid and financial bid in respect of the stores mentioned in the schedule to this tender enquiry, from the manufacturers or their authorized dealers of outstanding repute and actually dealing in the trade.

2. If you are in position to quote for supply / repair of vehicle in accordance with the requirements stated in the attached schedule to tender, all documents attached herewith should be fully filled, ink signed and returned to this office before the schedule date mentioned in the tender enquiry.

3. Prospective tenders are advised to go through the earnest money, payment terms, clause and all other clauses of this tender enquiry carefully before filling the tender.

I) SCHEDULE TO TENDER

OFFICE OF THE COMMANDANT 109 BN CENTRAL RESERVE POLICE FORCE , MONGSANGEI, IMPHAL, DISTRICT IMPHAL (W) MANIPUR, 795003, TELEPHONE/FAX No.0385-2952345 (Mob No.9612598325).

Schedule to Tender No : No. L.VII-8/2021-22-109-MT
 Last date and time for receipt of tender : **By 1400 hours on 25/08/2021**
 Time and date of opening of tender : **By 1600 hours on 25/08/2021**
 Validity of offer : The tender shall remain open for acceptance till 90 days from the date of opening of tender.

Sl. No.	Description of stores	Quantity	EMD (in Rs.)
1.	Head Light Assy with bulb (04 Nos)	01 set	20,000.00
2.	Front indicator Assy	01 set	
3.	Wiper Arm with blade	01 set	
4.	Cabin mounting	01 set	
5.	Engine mounting pad	01 set	
6.	Gear box mounting pad	01 set	
7.	M.Oil Filter	01 No	
8.	Diesel Filter	01 No	
9.	Water Separator	01 No	
10.	Front show grill plastic upper & lower	01 set	
11.	Wind screen glass	01 No	
12.	Wind screen glass beading	01 No	

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13.	Door glass right side	01 No	
14.	Door glass beading right side	01 set	
15.	Door Trim pad	01 set	
16.	Door regulator machine with handle	01 No	
17.	Air cleaner Assy. pipe and filter	01 No	
18.	Radiator mounting pad	01 set	
19.	Radiator hose pipe set	01 set	
20.	Steering shaft Assy	01 No	
21.	Steering wheel Assy	01 No	
22.	Tail Light Assy	01 set	
23.	Fog Light Assy	01 set	
24.	Side indicator Assy	01 set	
25.	Door outer catch right side	01 set	
26.	Front cabin, Dash board right side door, rear body complete opening and damage portion cutting, denting, New M.S sheet making setting with gas welding and re-setting and parts fitting.	01 Job	

DETAILED SPECIFICATION: As per Appendix 'A'

All tender documents attached with the invitation to tender including the specifications are sacrosanct for considering any offer as complete offer. It is therefore important that each page of the tender documents duly completed and signed is returned with your offer. Envelope containing the tender quotations shall be super scribed as **"QUOTATION FOR REPAIR OF VEHICLE REGN.No.AS-01GC-6054 EICHER"**

Tender enquiry documents have to be submitted in the office of the under signed i.e. **The COMMANDANT 109 BN CRPF MONGSANGEI, IMPHAL, DIST IMPHAL (WEST), MANIPUR 795 003, PHONE No.0385-2952345 (Mob No.9612598325)** on or before the scheduled date and time prescribed in the tender enquiry. Tender enquiries received after expiry of due date and time will not be opened and returned to bidder.

Sd/- 20/7
 (Bal Krishna Ram)
COMMANDANT, 109 BN, CRPF.

Signature of the tenderer

II) **TERMS AND CONDITION OF TENDER ENQUIRY**

1. Terms of Price	<p>1.1 Rates quoted by the firms should be on firm price basis. Rates should be quoted in Indian rupees both in figures as well as in words for complete units as per specifications. Any and every alteration in the rates should be signed in ink otherwise the offer will not be considered.</p> <p>1.2 Firms should clearly indicate different taxes and duties, which they propose to charge as extra along with the present rates thereof. Offers with such stipulations like "as applicable" will be treated as vague and are liable to be ignored.</p> <p>1.3 Rates quoted shall remain open for 90 days after the opening of the tender</p>
2. Payment terms	2.1 The spare parts are required to be replaced / carry out the job work on and payment will be made after repair of vehicle.
3. Delivery instructions	<p>3.1 Free delivery at consignee's location i.e. The Commandant 109 Bn, CRPF, Mongsangei, Imphal, Dist Imphal (west), Manipur-795003 Phone No.0385-2952345 (Mob No.9612598325). Tenderers are required to quote rates on free delivery at consignee's location basis at freight, risk, and cost of the supplier basis only.</p> <p>3.2 However final discretion regarding delivery instructions lies with the purchaser.</p>
4. Delivery period instructions	Delivery of vehicle after repair is required to be effected within 60 days.
5. Liquidation charges clause	5.1 If the firm fails to deliver / repair the vehicle or any installment there of within the period fixed for such delivery or at any time repudiates the contract before the expiry of such period, the purchaser may recover from the supplier as agreed liquidated damages including administrative expenses and not by way of penalty, a sum equivalent to 2% of the repairing charge of vehicle which the supplier has failed to repair within the period fixed for delivery in the schedule for each month or part of a month during which delivery thereof is accepted after expiry of the aforesaid period, provided that the total damages so claimed shall not exceed 10% of the total price.

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6.Details of Manufacturers	<p>6.1 Only those firms should respond who are the manufacturers or authorized dealers of the EICHER vehicles specified in tender specifications.</p> <p>6.2 Offer from firms whose business activities are limited to procuring spare parts from the manufacturers and supplying as well as repairing the same to purchaser having after sales service back up will also be entertained provided they furnish a certificate in this regard.</p> <p>6.3 Tenderers should disclose the name and full address(along with Phone No/Fax No) of the place where the place where the vehicle will be repaired and offered for inspection, if any.</p>
7.Earnest Money Deposit	<p>7.1 Similarly firms who are specifically registered for such spare parts as per specified specifications with DGS&D/NSIC, but with a certain monetary limit, will be treated as unregistered for their value exceeding their monetary limit of registration. Such firms shall be required to deposit proportionate earnest money over and above the monetary limit. In case such firms fail to deposit earnest money, their offer for the tender value exceeding their monetary limit is liable to be ignored.</p> <p>7.2 The earnest money can be deposited through any of the following alternative forms. An account payee demand draft, fixed deposit receipt, bankers cheque or bank guarantee from any of the Nationalized, scheduled or commercial bank in any acceptable form drawn in favour of THE COMMANDANT 109 Bn CRPF, Mongsangei, Imphal, Distt : Imphal west, Manipur, Payable at SBI, MG Avenue Imphal Code 0092.</p> <p>7.3 The earnest money shall remain valid and be deposited with the purchaser for a period of 90 days from the date of opening. If the validity of the tender is extended, the validity of the BG/or any other alternate document submitted in lieu of earnest money will also be extended.</p> <p>7.4 No interest shall be payable by the purchaser on the earnest money deposited by the tender.</p> <p>7.5 The earnest money 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 his</p>

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	<p>tender.</p> <p>7.6 The earnest money of the successful tenderer shall be returned after the security deposit as required in terms of the contract is furnished by the tenderer.</p> <p>7.7 If the successful tenderer fails to furnish the security deposit as required in the contract within the stipulated period, the earnest money shall be treated as performance security deposit for all practical purpose.</p> <p>7.8 Earnest money deposits of all the unsuccessful tenderers shall be returned by the purchaser as early as possible after the expiry of bids validity, but not later than 30 days after placement of contract. Tenderers are advised to sent pre receipt challan along with their bids so that refund of earnest money can be made in time.</p> <p>7.9 Any tender, where the tenderer is required to deposit earnest money in terms of conditions mentioned in preceding paras, not accompanied with earnest money in any one of the approved forms acceptable to the purchaser shall be rejected.</p>
8. Performance security deposit	<p>8.1 The successful firm shall have to deposit a performance security deposit to equivalent to 5% of the value of the contract stores within 15 days of the placement supply order for due performance. Failure on the part of the firm to deposit the security deposit within the stipulated time, empowers the purchaser to cancel the supply order.</p> <p>8.2 The performance security deposit submitted by the supplier will remain valid at least for 60 days beyond the date of completion of all contractual obligations of the supplier including guarantee/warrantee obligations.</p> <p>8.3 The performance security deposit can be deposited in any of the following alternative forms. An account payee demand draft, fixed deposit receipt, bankers cheque or bank guarantee from any of the Nationalized, scheduled or commercial bank in any acceptable form drawn in favour of THE COMMANDANT 109 BN CRPF, MONGSANGEI, IMPHAL, DISTT : IMPHAL WEST, MANIPUR 795003, payable at SBI MG AVENUE, IMPHAL, Code : 0092.</p>

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	<p>8.4 The performance security deposit can be deposited in any of the following alternative forms. An account payee demand draft, fixed deposit receipt, bankers cheque or bank guarantee from any of the Nationalized, scheduled or commercial bank in any acceptable form drawn in favour of THE COMMANDANT 109 BN CRPF, MONGSANGEI, IMPHAL, DISTT : IMPHAL WEST, MANIPUR 795003, payable at SBI MG AVENUE, IMPHAL, Code : 0092</p> <p>8.5 If the supplier fails to repair / deliver the vehicle within the stipulated period and places and requests for extension of time, he shall submit an undertaking on Non judicial stamp paper of Rs.10/- duly attested by the Notary Public stating that the performance security deposit has already been extended for sixty days beyond the guarantee/warrantee period.</p> <p>8.6 The performance security deposit shall be with held on forfeited in full or part in the case the supply / work order is not executed satisfactory within the stipulated period or requisite standard of the spare parts within the guarantee period is not undertaken to the best satisfaction of the user.</p> <p>8.7 Cash security deposits will not be accepted. The security deposits will be returned subject to repair being done on full work within the stipulated period of delivery and the spare parts being on conformity. The decision of the Commandant 109 Bn, CRPF shall be final and binding in all matters pertaining to refund of the security/earnest money.</p>
9. Two bid system	<p>11.1 Since the repair of vehicle is of a complex nature, bids are required to be submitted in two parts as under.</p> <p>a) Technical bid : Consisting of all the technical details along with commercial terms and conditions as mentioned in the tender enquiry, The cover supervised as technical bid should contain the following documents.</p> <p>i) All pages of tender documents duly completed and ink signed</p> <p>without indicating the rates quoted.</p> <p>ii) Performance statement for last 03 years if available for subject store.</p>

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	<p>iii) Pre-receipt challan for refund of earnest money.</p> <p>iv) Authorized dealer certificate should be submitted.</p> <p>v) Copies of any one or two of the following documents like PAN, TAN, Last 3 years tax returns, service registration (only in case of companies not registered with NSIC/DGS&D).</p> <p>vi) Any other relevant documents which the firm wish to submit.</p> <p>b) Financial/price bid: Indicating item wise price quoted for the stores mentioned in the technical bid. The cover superscripted as financial/price bid should contain the following.</p> <p>i) Details of rates, taxes, duties, discount if any, delivery period, validity of rates etc. quoted by the bidder. These details should be submitted on the letter pads of the supplier.</p> <p>ii) Rates must be clearly mentioned in figures as well as in words in INR. There should not be any cutting /overwriting.</p>
<p>10.Method of submission of tender enquiry</p>	<p>10.1 The two separates covers containing the technical bid and financial bid should be sealed separately in separate cover duly superscripted with tender enquiry number, store and date of tender opening. These two sealed covers along with the EMD and other documents should be put in bigger cover and sealed again. This bigger cover should also be superscripted with tender enquiry number, stores and date of tender opening. If the technical and financial bids are not separately sealed, the offer shall be summarily rejected.</p> <p>10.2 The technical bid are to be opened at the first instance and evaluated by the competent authority. In the second stage, financial bids of only the technically acceptable offers will be opened for further evaluation and ranking before awarding the contract.</p> <p>10.3 The tender enquiries duly filled in all aspects and having completed all applicable formalities may be sent by registered post/speed post duly stamped or by courier/by hand to THE COMMANDANT 109 BN, CRPF, MONGSANGEI, IMPHAL, DIST IMPHAL (WEST), MANIPUR 795003 PHONE No. 0385-2952345 (Mob No.9612598325) so as to reach on or before the scheduled time and date as mentioned in the schedule to the tender enquiry. Department is not responsible for any postal delay.</p>

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(Bal Krishna Ram)

COMMANDANT, 109 BN, CRPF.

Signature of the tenderer

III) IMPORTANT INSTRUCTIONS

1. Full name and status of the person signing the tender documents must be clearly mentioned.
2. The firms applying tenders against the subject tender enquiry are informed that all relevant details with reference to the tender enquiry stipulations are clearly responded to. In case any of the tender enquiry stipulations are not clearly stated or replied to by any of the firms, no repeat no clarifications will be sought from the concerned firm and its offer will be rejected outrightly.
3. Important information like tender enquiry number, date of tender opening, full nomenclature of the spare parts and terms and conditions etc should be provided wherever required.
4. If the representative of the firm desires to remain present while opening of quotation, the same will be allowed.
5. Purchaser reserves the right to get the manufacturing capacity of all firms re-verified irrespective of the registration status.
6. Purchaser reserves the right to cancel/ reject or scrap any or all the tenders at any stage without assigning any reason.
7. The supply / work order will be placed only after completion tender formalities.
8. Tenderer registered as per specification no (Mention the correct nomenclature and name of the parts / job work) stipulated in the tender enquiry and their representatives with the authenticity certificates shall be eligible for award of contract.
9. Except as otherwise provided in the invitation to the tender. The contractor hereby declares that the Spare parts sold / supplied as well as carry out the job work to the purchaser under this contract shall be of the best quality and workmanship and particulars contained / mentioned in the contract. The contractor hereby warrants that said spare parts / job work would continue to conform to the description and quality aforesaid for a period of 12 months, from the date of repair of vehicle Regn.No.AS-01GC-6054 Eicher of the purchaser or 15 months from the date of repair from the contractor's work whichever is earlier and notwithstanding the fact that the purchaser (inspector) may have inspected and or approved the said work. If during the aforesaid period of 12/15 months, the vehicle will not give satisfactory service or have deteriorated, the decision of the purchaser in that behalf shall be final and binding on the contractor and purchaser shall be entitled to call upon the contractor to rectify the defects by the purchaser
Signature of the tenderer

within reasonable period or such specified period as may be allowed by the purchaser in his discretion on an application made thereof by the contractor and in such an event. The above mentioned warranty period shall apply to the spare parts rectified from the date of rectification thereof. In case of failure of the contractor to rectify or replace the spare parts etc. within specified time, the purchaser shall be entitled to recover the cost with all expenses from the contractor for such defective stores/Job work.

10. Purchaser will not pay separately for transit insurance and the supplier will be responsible till the entire store contracted for, arrive in good condition at the destination. The consignee, as soon as possible but not later than 30 days of the date of arrival of the spare parts at destination, notify to the contract any loss or damages to the stores that may have occurred during the transit.

11. Tenderers who are past suppliers of the item as per T/E specification should submit their performance statement in enclosed proforma. In case. It is found that information furnished is incomplete or incorrect, their tender will be liable to be ignored.

12. While the tenderer and the purchaser shall make every effort to resolve any issue amicably through direct informal negotiation, in the event of any disagreement or dispute arising between them under or in connection with the contract shall be settled under the court of law within its jurisdiction. The resultant contract will be interpreted as per the prevailing Indian laws and various directives of the Govt. of India.

IV) STANDARD FORMS TO BE USED

The following forms mentioned in the Appendix-A,B,C,D and E are required to be submitted along with the bid.

a)	Appendix - A	:	Description of spare parts and Job work
b)	Appendix - B	:	Proforma of bank guarantee for submitting Earnest money
c)	Appendix - C	:	Proforma of bank guarantee for furnishing performances security depositing
d)	Appendix - D	:	Performance statement for last three years
e)	Appendix - E	:	Checklist

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(Bal Krishna Ram)
COMMANDANT, 109 BN, CRPF.

Signature of the tenderer

DESCRIPTION OF SPARE PARTS / JOB WORK FOR REPAIR VEHICLE REGN. No. AS-01GC-6054 EICHER 10.75/4265, MODEL : 2015, TYPE 4 x 2.

S1. No.	Description of stores	Quantity
1.	Head Light Assy with bulb (04 Nos)	01 set
2.	Front indicator Assy	01 set
3.	Wiper Arm with blade	01 set
4.	Cabin mounting	01 set
5.	Engine mounting pad	01 set
6.	Gear box mounting pad	01 set
7.	M.Oil Filter	01 No
8.	Diesel Filter	01 No
9.	Water Separator	01 No
10.	Front show grill plastic upper & lower	01 set
11.	Wind screen glass	01 No
12.	Wind screen glass beading	01 No
13.	Door glass right side	01 No
14.	Door glass beading right side	01 set
15.	Door Trim pad	01 set
16.	Door regulator machine with handle	01 No
17.	Air cleaner Assy. pipe and filter	01 No
18.	Radiator mounting pad	01 set
19.	Radiator hose pipe set	01 set
20.	Steering shaft Assy	01 No
21.	Steering wheel Assy	01 No
22.	Tail Light Assy	01 set
23.	Fog Light Assy	01 set
24.	Side indicator Assy	01 set
25.	Door outer catch right side	01 set
26.	Front cabin, Dash board right side door, rear body complete opening and damage portion cutting, denting, new M.S sheet making setting with gas welding and re-setting and parts fitting	01 Job

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COMMANDANT, 109 BN, CRPF.

Signature of the tenderer

PROFORMA OF BANK GUARANTEE FOR SUBMITTING EARNEST MONEY

(On bank letter head with adhesive stamp)

To

The Commandant, 109Bn, CRPF,
Mongsangei, Imphal, Distt. Imphal West,
Manipur - 795 003.

Dear In accordance with your invitation tender No.....
sir,

M/s..... (here in after called "The
tender") with the following Directors on their Board of Directors/ Partners of
the firm.

1. _____
2. _____
3. _____
4. _____

Wish to participate in the said tender enquiry for the supply of (Mention the
nomenclature of the store to be procured) to you (here in after called "The
purchaser") whereas a bank guarantee against Earnest money for a sum of Rs.

_____ (Rupees _____
_____) valid for 90 days from the
date of opening viz. upto _____ is required to

be submitted by "the tenderer" as a precondition for the participation, this bank hereby
guarantees and undertakes to pay the purchaser up to the above amount upon receipt of its
first written demand, without the purchaser having to substantiate its demand, provided
that in its demand the purchaser will note that the amount claimed by it is due to owing
to the occurrence of any one of the three conditions mentioned below, specifying the
occurred condition or conditions during the above said period of 90 days without any
reservation and recourse.

1. If the tenderer withdraws or amends, impairs or derogates from the tender in any
respect within the period of its validity.
2. If the tenderer after submitting his tender, modifies the rates or any or the terms and
conditions thereof, except with the previous written consent of the purchaser.
3. If the tenderer having been notified of the acceptance of this tender by the
purchaser during the period its validity and
 - a) If the tenderer fails to furnish the performance security for the due
performance of the contract
 - b) If the tenderer fails or refuses to accept and or execute the
contract as provided in the general conditions of the contract.

The guarantee shall be irrevocable and shall remain valid up to 90 days from
the date of opening of tender. If further extension to this guarantee is
required, the same shall be extended to such period on receiving instructions
from the tenderer on whose behalf this guarantee is issued and any demand in
respect thereof should reach the Bank not later than the above date.

Signature of authorized officer of the bank

Date. _____
Place _____

Signature of authorized officer of the bank _____

Printed Name. _____

Designation _____

Name and address of the bank

Signature of the tenderer

Banker's Common Seal

Note : Can be submitted in any other format applicable for any Nationalized Bank.

Signature of the tenderer

**PROFORMA OF BANK GUARANTEE FOR FURNISHING PERFORMANCE
SECURITY DEPOSIT**

To

The Commandant, 109 Bn, CRPF,
Mongsangei, Imphal, Distt. Imphal West,
Manipur - 795 003.

Whereas M/S _____ (name and address of the supplier) (hereinafter called "the supplier") has undertaken in pursuance of contract No _____ dated _____ to supply (description of goods and services) (hereinafter called "the contract")

And whereas it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a nationalized or scheduled commercial bank of good repute and record recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract.

And WHEREAS we have agreed to give the supplier such a bankguarantee:

NOW THEREFORE we hereby affirm that we are the guarantors and responsible to you, on behalf of the supplier, up to a total of

_____ (amount of the guarantee in words and figure) and we undertake to pay you, upon your first written demand declaring the supplier to be default under the contract and without cavil or agreement, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the _____ day of _____ 2021

Signature of authorized officer of the bank

Date. _____
Place _____

Signature of authorized officer of the bank _____

Printed Name. _____

Designation _____

Name and address of the bank

Banker's Common Seal

Note : Can be submitted in any other format applicable for any Nationalized Bank.

Signature of the tenderer

PERFORMANCE STATEMENT FOR LAST THREE YEARS

Sl. No.	Particulars	Description
1.	Name of Firm	
2.	Contract Number	
3.	Description Of Stores	
4.	Quantity On Order	
5.	Value	
6.	Original D.P.	
7.	Quantity Supplied Within Original D.P.	
8.	Final Ext. D.P.	
9.	Last Supply Position	
10.	Reason For Delay In Suppliers (If Any)	

SIGNATURE OF TENDERER

Signature of the tenderer

CHECK LIST FOR TENDERERS

(Tenderer should check following requirements for compliance before submission of the tender documents)

Sl. No.	Requirements to be checked by the tenderer before submission of the tender	Compliance (To be indicated by the tenderer with "YES" after compliance of the requirements)
1.	Tenderer should mention the work for which they have quoted. This should be mentioned in the covering / forwarding letterhead of the technical bid.	
2.	Tenderer should ensure deposit of required earnest money Deposit.	
3.	Tenderers should enclose their registration certificates.	
4.	Tenderer should mention in Tender enquiry that they accept our terms and conditions.	
5.	Tenderer should mention that their offer is valid up to 90 days from the date of opening of the tender.	
6.	Tenderer should mention the period of completion clearly.	
7.	Tenderer should give their past performance in the specified format given in the Tender documents.	
8.	Tenderer should mention that contractual dealing with their firms has not been banned by any Govt. / Private agencies.	
9.	If the tenderer want to mention any specific condition, it should be mentioned on the covering / forwarding letter only which will be placed on the first page of the technical bid. Such condition mentioned in any other document shall not be given any consideration.	
10.	Tenderer should mention their address for communication with Telephone and Fax Number. Signature of the Tenderer	
11.	Tenderer should ensure to sign each page of the Tender documents with name, designation, seal and address of the signatory.	

SIGNATURE OF TENDERER

Signature of the tenderer