



SAINIK SCHOOL AMARAVATHINAGAR (TAMIL NADU)
(MINISTRY OF DEFENCE: ESTD: 1962)

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Sainik School
Amaravathinagar
Udumalpet Taluk
Tiruppur Dist
Tamilnadu – 642102

Ref No : SSA/301/Q/GH

..... Dec 20

M/s _____

INVITATION OF QUOTATION FOR WORK/SERVICES
TO MODIFY PANDYA JR BOYS HOSTEL AS GIRLS HOSTEL

1. Sealed quotations are invited for supply/services of items to modify existing Pandya Jr Boys' Hostel as Girls Hostel as mentioned in Part – II of this RFP. The sealed quotations are to reach by **23 Dec 2020 before 1700 hrs** in an envelope boldly marked **“QUOTATION FOR MODIFICATION OF EXISTING BOYS HOSTEL AS GIRLS HOSTEL”** addressed to the Principal, Sainik School Amaravathinagar, Udumalpet Taluk, Tiruppur Dist, Amaravathinagar Tamil Nadu – 642102.

2. The address and contact numbers for sending Quotations or seeking clarifications regarding this RFP are given below:-

- | | | | |
|-----|-------------------------------------------|---|------------------------------------------------------------------------------------------|
| (a) | Quotations to be addressed to | : | The Principal,
Sainik School Amaravathinagar |
| (b) | Postal Address for sending the quotations | : | The Principal
Sainik School Amaravathinagar
Tiruppur Dist.
Tamil Nadu – 642102. |
| (c) | Designation of the contact personnel | : | Administrative Officer |
| (d) | Telephone number of the contact Personnel | : | (04252) 256246 |
| (e) | Email address | : | mailto:sainik@gmail.com |

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3. This RFP is divided into five parts as follows :-
- (a) Part I - contains general information and instructions for the bidders about the RFP such as time, place of submission and opening of tenders, validity period of tenders etc.
 - (b) Part II - contains essential details of the items / services required, such as the Schedule of requirement (SOR), specifications, delivery period, mode of delivery and consignee details.
 - (c) Part III - contains standard conditions of RFP which will form part of contract with the successful bidder.
 - (d) Part IV - contains special conditions applicable to this RFP and which will also form part of the contract with the successful bidder.
 - (e) Part V – contains evaluation criteria and format for price bids.
4. This RFP is being issued with no financial commitment and the Buyer reserves the right to change or vary any part thereof at any stage. Buyer also reserves the right to withdraw the RFP, should it become necessary at any stage.
5. All pages are serially numbered and to be signed and stamped in the bottom side (right) of each paper with date.
6. **Tender cost** : An amount of Rs. 500/- (Rupees five hundred only) to be paid in the form of Demand Draft payable at SBI Amaravathinagar in favour of `Principal, Sainik School Amaravathinagar towards tender cost which is nonrefundable.

(Amit Kurkure)
Lt Col
Administrative Officer
For Principal

Date:

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PART I – GENERAL INFORMATION

1. **Last date and time for depositing the bids :** Last date and time is **23 Dec 2020 at 1700 hrs.** The sealed bids should reach by the due date and time. The responsibility to ensure this lies with the bidder.
2. **Manner of depositing the bids :** Bidders are to visit the site and carryout inspection and obtain accurate measurements before submitting the bids. The bids are to be submitted separately in two envelopes. The first envelope shall contain the technical bid and the second envelope will contain financial bid. Sealed bids should be either dropped in the Tender Box marked as “TENDER BOX SAINIK SCHOOL AMARAVATHINAGAR” or sent by registered post at the address given above so as to reach by the due date and time. Late tenders will not be considered. No responsibility will be taken for postal delay or non delivery / non receipt of bid documents. Bids sent by FAX or e-mail will not be considered.
3. **Time and date for opening of bids :** The bids will be opened on **24 Dec 2020 at 1100 hrs.** If due to any exigency, the due date for opening of the bids is declared a closed holiday, the bids will be opened on the next working day at the same time or on any other day/time, as intimated by the buyer.
4. **Location of the Tender Box :** Tender Box is placed at No 2 Gate of Sainik School Amaravathinagar, Udumalpet Taluk, Tiruppur Dist, Tamil Nadu. Only those bids that are found in the tender box will be opened. Bids dropped/handed over in the wrong Tender Box/persons will be rendered invalid.
5. **Place of opening of the Bids:** Sainik School Amaravathinagar, Udumalpet Taluk, Tiruppur Dist., Tamil Nadu. The bidders or their representatives are NOT allowed to attend the opening of bids on the due date and time due to existing covid norms.
6. **Forwarding of bids:**
 - (a) Two bid system in two separate envelope packed in single cover for each work / firm/dealer will be followed.
 - (b) Samples may be required to be produced at later stage.
 - (c) Bids should be forwarded by Bidders under their original memo/letter pad interalia furnishing details like CST/GST number, Bank address with EFT Account if applicable, etc. and complete postal & e-mail address of their office.
 - (d) Procedure for evaluation of bids is given at Para 46 of Part V.

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7. **Clarification regarding contents of the RFP:** A prospective bidder who requires clarification regarding the contents of the bidding documents shall notify to the buyer in writing or via email about the clarifications sought not later than 07 (seven) days prior to the date of opening of the bids. Copies of the query and clarification by the purchaser will be sent to all prospective bidders who have received the bidding documents.

8. **Modification and withdrawal of bids:** A bidder may modify or withdraw his bid after mission provided that the written notice of modification or withdrawal is received by the Buyer prior to deadline prescribed for submission of bids. A withdrawal notice may be sent by fax but it should be followed by a signed confirmation copy to be sent by post and such signed confirmation should reach before the deadline for submission of bids. No bid may be withdrawn in the interval between the deadline for submission of bids and expiration of the period of bid validity specified. Withdrawal of a bid during this period will result in bidder's forfeiture of bid security.

9. **Clarification regarding contents of the bids:** During evaluation and comparison of bids, the buyer may, at his discretion, ask the bidder for clarification of his bid. The request for clarification will be given in writing and no change in prices or substance of the bid will be sought, offered or permitted. No post-bid clarification on the initiative of the bidder will be entertained.

10. **Rejection of Bids:** Canvassing by the bidder in any form, unsolicited letter and post tender correction may invoke summary rejection with forfeiture of EMD. Conditional tenders will be rejected.

11. **Unwillingness to quote:** Bidders unwilling to quote should ensure that intimation to this effect reaches before the due date and time of opening of the Bid, failing which the defaulting bidder may be de-listed for the given range of items as mentioned in this RFP.

12. **Validity of bids:** The bids should remain valid till 180 days from the last date of submission of bids.

PART II – ESSENTIAL DETAILS OF ITEMS/SERVICES REQUIRED

13. Technical / Material Details:

Ser. Nos	Details
(a)	<p><u>Fencing</u> : Length 550 feet.</p> <p><u>Vertical pillar</u> - 2" dia B Class pipe of 12 feet height in every 10' distance. 3 feet to be erected under ground by using 1:5:10 ratio of 40 mm metal jally. 9 feet height on ground.</p> <p><u>Horizontal</u> : 5 horizontal lines of barbed wire to be tied through the pillar pipes. In northern side around 150 feet stretch 1" x 1" size diamond mesh to be fixed with the support of the pipe pillars and horizontal barbed wires.</p>

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Ser. Nos	Details
(b)	<p><u>Staircase Closure</u></p> <p>Staircase way to be covered with MS steel openable double doors with weld mesh 1" x 1". fabrication with L angle 1" x 1" square weld mesh supported with MS patta. Frame and double doors with lock system and primer painting with enamel painting and fixing the area.</p> <p>Approx 150 sft.</p>
(c)	<p><u>Gallery closure</u></p> <p>Ground floor gallery to be covered with MS frame with 1" x 1" weld mesh double doors with lock system. Primer and painting to be applied.</p> <p>Approx 70 sft.</p>
(d)	<p><u>Making 4 bathrooms</u></p> <p>In existing toilet block of ground floor, four bath rooms to be made by constructing 4" brick wall with plastering, non skid floor tiling, wall tiling upto 5 feet height and connected plumbing works including taps and showers. Soap stand, towel rods and cloth hangers to be provided in each bath room. Available area for making bathroom is approx 160 sft. Remaining approx floor area of 340 sft to be re-tiled with non skid floor tiles and wall tiles.</p>
(e)	<p><u>Electrical works</u></p> <p>Rewiring of bathroom block including four additional bathrooms and exhaust fans.</p>
(f)	<p><u>Exhaust Fan</u></p> <p>In toilet block both sides to be provided exhaust fans at least 2 feet dia with required electric wiring.</p>
(g)	<p><u>Shower curtain</u></p> <p>Existing open air vents on left side before toilet block in the size of 8' x 4' to be provided with shower curtain by putting 1" round curtain pipe/rod SS.</p>
(h)	<p><u>Dressing room Shower curtain work</u></p> <p>Existing dress change room to be provided shower curtain for making 4 individual cabins by using 1" SS curtain rods.</p>
(j)	<p><u>Seepage arrest work</u></p>

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	Rework of sanitary fittings and drainage pipes to arrest seepage in ceiling and walls.
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Ser. Nos	Details
(k)	<u>Study table top</u> Existing built in study tables top of dorms (25 Nos) to be furnished well like laying thin wooden layer (sun mica sheet).
(l)	<u>Doors for 5 cabins</u> Doors provision for 5 cabins of ground floor with locking facility.
(m)	Ceiling top weather tiling to be pointed by cement mortar to arrest any seepage. Approx 4500 sft area.
(n)	On ceiling top wild growth trees to be uprooted / deteriorated surface to be chipped out and re- plastered properly.
(o)	Top of the portico to be re-plastered/relaid with chip jelly mixer to arrest water stagnation.
(p)	Existing toilet sewage line to be replaced by new 4" dia PVC pipe upto nearest man hole pit (approx distance of 25 feet from building).
(q)	<u>Painting work</u> Approx area 50000 sft (of interior and exterior). Scratching upto base wall works. Primer coating. Putty coat work. Primer coat after emery for planing. Final emulsion painting as per approved colour.

14. **Delivery/completion Period** – Delivery period for supply of items / completion of works would be within 60 days from the date of placing of order. Please note that contract can be canceled unilaterally by the buyer in case items/service are not received within the contracted / delivery period. Extension of contracted delivery period will be at the sole discretion of the buyer with applicability of LD clause.

15. **Consignee Details:** The Principal
Sainik School Amaravathinagar
Udumalpet Taluk
Tiruppur Dist
Tamil Nadu – 642102

16. **EMD (Earnest Money Deposit)** : EMD is Rs. 5000/- (Rupees five thousand only). It will be in the form of Demand Draft payable at SBI Amaravathinagar in favour of 'Principal, Sainik School Amaravathinagar'.

17. **Security Deposit** : A suitable security deposit (performance guarantee) may be required to be furnished if felt essential. The school desires to enter into Contracts only without any assurance of quantity for procurement.

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PART III – STANDARD CONDITIONS OF RFP

The Bidder is required to give confirmation of their acceptance of the Standard Conditions of the Request for proposal mentioned below which will automatically be considered as part of the contract concluded with the successful Bidder (i.e. seller/service provider in the Contract) as selected by the Buyer. Failure to do so may result in rejection of the Bid submitted by the Bidder.

18. **Law** : The Contract shall be considered and made in accordance with the laws of the Republic of India. The contract shall be governed by and interpreted in accordance with the laws of the Republic of India.

19. **Effective Date of the Contract** : The contract shall come into effect on the date of signatures of both the parties on the contract (Effective Date) and shall remain valid until the completion of the obligations of the parties under the contract. The deliveries and supplies and performance of the services shall commence from the effective date of the contract.

20. **Arbitration** : All disputes or differences arising out of or in connection with the Contract shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to the Contract or relating to construction or performance, which cannot be settled amicably, may be resolved through arbitration.

21. **Penalty for use of undue influence** : The seller/service provider undertakes that he has not given, offered or promised to give, directly or indirectly, any gift, consideration, reward, commission, fees, brokerage or inducement to any person in service of the Buyer or otherwise in procuring the Contracts or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the present Contract or any other Contract with Government of India for showing or forbearing to show favour or disfavor to any person in relation to the present Contract or any other Contract with the Government of India. Any breach of the aforesaid undertaking by the seller/service provider or any one employed by him or acting on his behalf (whether with or without the knowledge of the seller/service provider) or the commission of any offence by the seller/service provider or anyone employed by him or acting on his behalf, as defined in Chapter IX of the Indian Penal Code, 1860 or the Prevention of Corruption Act, 1986 or any other Act enacted for the prevention of corruption shall entitle the Buyer to cancel the contract and all or any other contracts with the seller/service provider and recover from the seller/service provider the amount of any loss arising from such cancellation. A decision of the Buyer or his nominee to the effect that a breach of the undertaking had been committed shall be final and binding on the seller/service provider. Giving or offering of any gift, bribe or inducement or any attempt at any such act on behalf of the seller/service provider towards any officer/employee of the Buyer or to any other person in a position to influence any officer / employee of the Buyer for showing any favour in relation to this or any other contract, shall render the seller/service provider to such liability / penalty as the Buyer may deem proper, including but not limited to termination of the contract, imposition of penal damages, forfeiture of the Bank Guarantee and refund of the amounts paid by the Buyer.

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22. **Agents / Agency Commission:** The seller/service provider confirms and declares to the Buyer that the seller/service provider is the original manufacturer of the stores / provider of the services referred to in this contract and has not engaged any individual or firm, whether Indian or foreign whatsoever, to intercede, facilitate or in any way to recommend to the Government of India or any of its functionaries, whether officially or unofficially, to the award of the contract to the seller/service provider; nor has any amount been paid, promised or intended to be paid to any such individual or firm in respect of any such intercession, facilitation or recommendation. The seller/service provider agrees that if it is established at any time to the satisfaction of the Buyer that the present declaration is in any way incorrect or if at a latter stage it is discovered by the Buyer that the seller/service provider has engaged any such individual/firm, and paid or intended to pay any amount, gift, reward, fees, commission or consideration to such person, party, firm or institution, whether before or after the signing of this contract, the seller/service provider will be liable to refund that amount to the Buyer. The seller/service provider will also be debarred from entering into any supply contract with the Government of India for a minimum period of five years. The Buyer will also have a right to consider cancellation of the contract either wholly or in part, without any entitlement or compensation to the seller/service provider who shall in such an event be liable to refund all payments made by the Buyer in terms of the contract along with interest at the rate of 2% per annum above LIBOR rate. The Buyer will also have the right to recover any such amount from any contracts concluded earlier with the Government of India.

23. **Access to Books of Accounts :** In case it is found to the satisfaction of the Buyer that the seller/service provider has engaged an Agent or paid commission or influenced any person to obtain the contract as described in clauses relating to Agents/Agency commission and penalty for use of undue influence, the seller/service provider, on a specific request of the Buyer, shall provide necessary information / inspection of the relevant financial documents / information.

24. **Non-disclosure of Contract documents :** Except with the written consent of the Buyer / seller/service provider, other party shall not disclose the contract or any provision, specification, plan, design, pattern, sample or information thereof to any third party.

25. **Liquidated Damages :** In the event of the seller/service provider's failure to submit the Bonds, Guarantees and Documents, supply the stores / goods etc as specified in this contract, the Buyer may, at his discretion, withhold any payment until the completion of the contract. The BUYER may also deduct from the seller/service provider as agreed, liquidated damages to the sum of 0.5% of the contract price of the delayed / undelivered stores/services mentioned above for every week of delay or part of a week, subject to the maximum value of the Liquidated Damages being not higher than 10% of the value of delayed stores.

26. **Termination of Contract:** The Buyer shall have the right to terminate this Contract in Part or in full in any of the following cases:-

- (a) The delivery of the material is delayed for causes not attributable to Force Majeure for more than one month after the scheduled date of delivery.

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- (b) The seller/service provider is declared bankrupt or becomes insolvent.
- (c) The delivery of the material is delayed due to causes of Force Majeure by more than one month provided Force Majeure clause is included in contract.
- (d) The Buyer has noticed that the seller/service provider has utilized the services of any Indian/Foreign agent in getting this contract and paid any commission to such individual / company etc.

27. **Notices:** Any notice required or permitted by the contract shall be written in the English language and may be delivered personally or may be sent by FAX or registered pre-paid mail/ airmail, addressed to the last known address of the party to whom it is sent.

28. **Transfer and Sub-letting:** The seller/service provider has no right to give, bargain, sell, assign or sublet or otherwise dispose of the Contract or any part thereof, as well as to give or to let a third party take benefit or advantage of the present Contract or any part thereof.

29. **Patents and other Industrial Property Rights:** The prices stated in the present contract shall be deemed to include all amounts payable for the use of patents, copyrights, registered charges, trademarks and payments for any other industrial property rights. The seller/service provider shall indemnify the Buyer against all claims from a third party at any time on account of the infringement of any or all the rights mentioned in the previous paragraphs, whether such claims arise in respect of manufacture or use. The seller/service provider shall be responsible for the completion of the supplies including spares, tools, technical literature and training aggregates irrespective of the fact of infringement of the supplies, irrespective of the fact of infringement of any or all the rights mentioned above.

30. **Amendments:** No provision of present Contract shall be changed or modified in any way (including this provision) either in whole or in part except by an instrument in writing made after the date of this Contract and signed on behalf of both the parties and which expressly states to amend the present Contract.

31. **Taxes and Duties**

(A) General :

(i) If Bidder desires to ask for excise duty or Sales Tax / GST extra, the same must be specifically stated. In the absence of any such stipulation, it will be presumed that the prices include all such charges and no claim for the same will be entertained.

(ii) If reimbursement of any Duty/Tax is intended as extra over the quoted prices, the Bidder must specifically say so. In the absence of any such stipulation it will be presumed that the prices quoted are firm and final and no claim for the same will be entertained.

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(iii) If a Bidder chooses to quote a price inclusive of any duty / tax and does not conform inclusive of such duty/tax so included is firm and final, he should clearly indicate the rate of such duty/tax and quantum of such duty/tax included in the price. Failure to do so may result in ignoring of such offers summarily.

(iv) If a Bidder is exempted from payment of any duty/tax will be charged by him up to the limit of exemption which he may have. If any concession is available in regard to rate/quantum of any duty/tax, it should be brought out clearly. Stipulations like, the said duty/tax was presently not applicable but the same will be charged if it becomes leviable later on, will not be accepted unless in such cases it is clearly stated by a Bidder that such duty/tax will not be charged by him even if the same becomes applicable later on. In respect of the Bidders, who fail to comply with this requirement, their quoted prices shall be loaded with the quantum of such duty/tax which is normally applicable on the item in question for the purpose of comparing their prices with other Bidders.

(v) Any change in any duty/tax upward/downward as a result of any statutory variation in excise taking place within contract terms shall be allowed to the extent of actual quantum of such duty/tax paid by the supplier. Similarly, in case of downward revision in any duty/tax, the actual quantum of reduction of such duty/tax shall be reimbursed to the Buyer by the seller/service provider. All such adjustments shall include all reliefs, exemptions, rebates, concession etc. if any obtained by the seller/service provider.

(B) Excise Duty:

(i) Where the excise duty is payable on advalorem basis, the Bidder should submit along with the tender, the relevant form and the manufacturer's price list showing the actual assessable value of the stores as approved by the Excise authorities.

(ii) Bidders should note that in case any refund of excise duty is granted to them by Excise authorities in respect of Stores supplied under the contract, they will pass on the credit to the Buyer immediately along with a certificate that the credit so passed on relates to the Excise Duty, originally paid for the stores supplied under the contract. In case of their failure to do so, within 10 days of the issue of the excise duty refund orders to them by the Excise Authorities the Buyer would be empowered to deduct a sum equivalent to the amount refunded by the Excise Authorities without any further reference to them from any of their outstanding bills against the contract or any other pending Government Contract and that no disputes on this account would be raised by them.

(iii) The seller/service provider is also required to furnish the Paying Authority the following certificates:

(a) Certificate with each bill to the effect that no refund has been obtained in respect of reimbursement of excise duty made to the seller/service provider during three months immediately preceding the date of the claim covered by the relevant bill.

(b) Certificate as to whether refunds have been obtained or applied for by them or not in the preceding financial year after the annual Audit of their accounts also indicating details of such refunds/applications, if any.

(c) A certificate along with the final payment bills of the seller/service provider to the effect whether or not they have any pending appeal/protest for refund or partial refund of excise duties already reimbursed to the seller/service provider by the Government pending with the Excise authorities and if so, the nature, the amount involved, and the position of such appeals.

(d) An undertaking to the effect that in case it is detected by the Government that any refund from Excise Authority was obtained by the seller/service provider after obtaining reimbursement from the Paying Authority, and if the same is not immediately refunded by the seller/service provider to the Paying Authority giving details and particulars of the transactions, Paying Authority will have full authority to recover such amounts from the seller/service provider's outstanding bills against that particular contract or any other pending Government contracts and that no dispute on this account would be raised by the seller/service provider.

(iii) Unless otherwise specifically agreed to in terms of the contract, the Buyer shall not be liable for any claim on account of fresh imposition and/or increase of Excise Duty on raw materials and/or components used directly in the manufacture of the contracted stores taking place during the pendency of the contract.

(C) Sales Tax / GST:

(i) If it is desired by the Bidder to ask for Sales tax / GST to be paid as extra, the same must be specifically stated. In the absence of any such stipulation the bid, it will be presumed that the prices quoted by the Bidder are inclusive of sales tax and no liability of sales tax will be developed upon the Buyer.

(ii) On the Bids quoting sales tax extra, the rate and the nature of Sales Tax applicable at the time of supply should be shown separately. Sales Tax will be paid to the seller/service provider at the rate at which it is liable to be assessed or has actually been assessed provided the transaction of sale is

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legally liable to sale tax and the same is payable as per the terms of the contract.

(D) Octroi Duty & Local Taxes :

(i) Normally, materials to be supplied to Government Departments against Government Contracts are exempted from levy of town duty, Octroi Duty, Terminal Tax and other levies of local bodies. The local Town/Municipal Body regulations at times, however, provide for such exemption only on production of such exemption certificate from any authorized officer. seller/service provider should ensure that stores ordered against contracts placed by this office are exempted from levy of Town Duty/Octroi Duty, Terminal Tax or other local taxes and duties. Wherever required, they should obtain the exemption certificate from the Buyer, to avoid payment of such local taxes or duties.

(ii) In case where the Municipality or other local body insists upon payment of these duties or taxes the same should be paid by the seller/service provider to avoid delay in supplies and possible demurrage charges. The receipt obtained for such payment should be forwarded to the Buyer without delay together with a copy of the relevant act or bylaws/ notifications of the Municipality of the local body concerned to enable him to take up the question of refund with the concerned bodies if admissible under the said acts or rules.

PART IV – SPECIAL CONDITIONS OF RFP

The Bidder is required to give confirmation of their acceptance of Special Conditions of the RFP mentioned below which will automatically be considered as part of the Contract concluded with the successful Bidder (i.e. seller/service provider in the Contract) as selected by the buyer. Failure to do so may result in rejection of Bid submitted by the Bidder.

32. **Option Clause:** The contract will have an Option Clause, wherein the Buyer can exercise an option to procure an additional 50% of the original contracted quantity in accordance with the same terms & conditions of the present contract. This will be applicable within the currency of contract. It will be entirely the discretion of the Buyer to exercise this option or not.

33. **Repeat Order Clause:** The contract will have a Repeat Order Clause, wherein the Buyer can order upto 50% quantity of the items under the present contract within six months from the date of supply / unsuccessful completion of this contract, the cost, terms & conditions remaining the same. The Bidder is to confirm acceptance of this clause. It will be entirely the discretion of the Buyer to place the Repeat order or not.

34. **Tolerance Clause:** To take care of any change in the requirement during the period starting from issue of RFP till placement of the contract, Buyer reserves the right to 10% plus/minus increase or decrease the quantity of the required goods upto that limit

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without any change in the terms & conditions and prices quoted by the seller/service provider. While awarding the contract, the quantity ordered can be increased or decreased by the Buyer within this tolerance limit.

35. **Payment Terms for Indigenous seller/service providers:** It will be mandatory for the Bidders to indicate their bank account numbers and other relevant e-payment details so that payments could be made through ECS/EFT mechanism instead of payment through cheques wherever feasible. A copy of the model mandate form prescribed by RBI to be submitted by Bidders for receiving payments through ECS is at Form DPM-11 (Available in MoD website and can be given on request). The payment will be made as per the following terms, on production of the requisite documents.

(a) 100% payment will be made within 3-4 weeks on delivery/completion of work and the acceptance by the user.

36. **Advance Payments :** No Advance payments will be made.

37. **Paying Authority:** Administrative Officer, Sainik School Amaravathinagar is the paying authority. The payment of bills will be made on submission of the following documents by the seller/service provider to the Administrative Officer, Sainik School Amaravathinagar Udumalpet Taluk along with the bill:-

(a) Contractor's Advice Inspection note and bill (A&I note) in five copies.

(b) Ink-signed copy of the contingent bill / seller/service provider's bill.

(c) Copy of Supply Order.

(d) Claim for statutory and other levies to be supported with requisite documents / proof of payment such as Excise duty challan, Customs duty clearance certificate, Octroi receipt, proof of payment for EPF/ESIC contribution with nominal roll of beneficiaries etc., as applicable.

(e) Exemption certificate for Excise duty / Customs duty, if applicable.

(f) Bank guarantee for advance if any.

(g) Guarantee / Warranty certificate.

(h) Performance Bank guarantee / Indemnity bond where applicable.

(j) DP extension letter with CFA's sanction, U.O number and date of IFA's concurrence, where required under delegation of powers, indicating whether extension is with or without LD.

(k) Details for electronic payment viz Account holder's name, Bank name, Branch name and address, Account type, Account number, IFSC code, MICR code (if these details are not incorporated in supply order / contract).

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(l) Any other document / certificate that may be provided for in the Supply Order / Contract.

(m) Xerox copy of PBG.

38. **Fall clause:** The following clause will form part of the contract placed on successful bidder: The price charged for the stores supplied under the contract by the seller/service provider shall in no event exceed the lowest prices at which the seller/service provider sells the stores or offer to sell stores of identical description to any persons / Organisation including the purchaser or any department of the Central government or any Department of state government or any statutory undertaking the central or state government as the case may be during the period till performance of all supply orders placed during the currency of the rate contract is completed.

(a) If at any time, during the said period the seller/service provider reduces the sale price, sells or offer to sell such stores to any persons / organization including the Buyer or any Deptt, of central Govt. or any Department of State Government or any Statutory undertaking of the Central or State Government as the case may be at a price lower than price chargeable under the contract, they shall forthwith notify such reduction or sale or offer of sale to the Director General of Supplies & Disposals and the price payable under the contract for the stores of such reduction of sale or offer of the sale shall stand correspondingly reduced. The above stipulation will, however, not apply to :-

(i) Exports by the seller/service provider

(ii) Sale of goods as original equipment at price lower than the prices charged for normal replacement.

(iii) Sale of goods such as drugs which have expiry dates.

(iv) Sale of goods at lower price on or after the date of completion of sale / placement of the order of goods by the authority concerned under the existing or previous Rate Contracts as also under any previous contracts entered into with the Central or State Govt Depts, including their undertakings excluding joint sector companies and / or private parties and bodies.

39. **Risk & Expense clause**

(a) Should the stores or any installment thereof not be delivered within the time or times specified in the contract documents, or if defective delivery is made in respect of the stores or any installment thereof, the Buyer shall after granting the seller/service provider 05 working days to cure the breach, be at liberty, without prejudice to the right to recover liquidated damages as a remedy for breach of contract, to declare the contract as canceled either wholly or to the extent such default.

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(b) Should the stores or any installment thereof is not in accordance with the specifications/ parameters provided by the seller/service provider, the BUYER shall be at liberty, without prejudice to any other remedies for breach of contract, to cancel the contract wholly or to the extent of such default.

(c) In case of a material breach that was not remedied within 05 working days, the BUYER shall, having given the right of first refusal to the seller/service provider be as liberty to purchase, manufacture, or procure from any other source as the thinks fit, other stores of the same or similar description to make good:-

(i) Such default.

(ii) In the event of the contract being wholly determined the balance the stores remaining to be delivered there under.

(d) Any excess of the purchase price, cost of manufacturer, or value of any stores procured from any other supplier as the case may be, over the contract price appropriate to such default or balance shall be recoverable from the seller/service provider. Such recoveries shall not exceed 20% of the value of the contract.

40. **Force Majeure Clause**

(a) Neither party shall bear responsibility for the complete or partial non-performance of any of its obligations (except for failure to pay any sum which has become due on account of receipt of goods under the provisions of the present contract), if the non-performance results from such Force Majeure circumstances as Flood, Fire, Earth Quake and other acts of God as well as War, Military operation, blockade, Acts or Actions of State Authorities or any other circumstances beyond the parties control that have arisen the conclusion of the present contract.

(b) In such circumstances the time stipulated for the performance of an obligation under the present contract is extended correspondingly for the period of time of action of these circumstances and their consequences.

(c) The party for which it becomes impossible to meet obligations under this contract due to Force Majeure conditions, is to notify in written form the other party of the beginning and cessation of the above circumstances immediately, but in any case not later than 10 (Ten) days from the moment of their beginning.

(d) Certificate of a chamber of Commerce (Commerce and Industry) or other competent authority or organization of the respective country shall be a sufficient proof of commencement and cessation of the above circumstances.

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(e) If the impossibility of complete or partial performance of an obligation lasts for more than 6(six) months, either party hereto reserves the right to terminate the contract totally or partially upon giving prior written of 30 (thirty) days to the other party of the intention to terminate without any liability other than reimbursement on the terms provided in the agreement for the goods received.

41. **Transportation:** The following Transportation clause will form part of the contract placed on successful Bidder:-

F O R Destination: Sainik School, Amaravathinagar, Udumalpet Taluk, Tiruppur Dist, Tamil Nadu 642102

42. **Inspection Authority:** The inspection will be carried out by the Principal, Sainik School Amaravathinagar, Udumalpet Taluk Tiruppur Dist, Tamil Nadu or by his representative. The mode of Inspection will be Departmental Inspection/ User Inspection/ Joint Inspection/ Self certification.

43. **Franking clause:** The following Franking clause will form part of the contract placed on successful Bidder) :-

(a) Franking Clause in the case of Acceptance of Goods “The fact that the goods have been inspected after the delivery period and passed by the inspecting Officer without prejudice to the rights of the Buyer under the terms and conditions of the contract”

(b) Franking Clause in the case of Rejection of goods “The fact that the goods have been inspected after the delivery period and rejected by the Inspecting Officer will not bind the Buyer in any manner. The goods are being rejected without prejudice to the rights of the Buyer under the terms and conditions of the contract.

44. **Claims:** The following claims clause will form part of the contract placed on successful Bidder) The claims may be presented either:-

(a) On quality of the stores, where the quantity does not correspond to the quantity shown in the Packing List/Insufficiency in packing, or

(b) On quality of the stores, where quality does not correspond to the quality mentioned in the contract.

(c) The quantity claims for deficiency of quantity shall be presented within 45 days of completion of JRI and acceptance of goods. The quantity claim shall be submitted to the seller/service provider as per Form DPM-22 (available in MoD) website and can be given on request).

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(d) The quality claims for defects or deficiencies in quality noticed during the JRI shall be presented within 45 days of completion of JRI and acceptance of goods. Quality claims shall be presented of defects or deficiencies in quality noticed during warranty period earliest but not later those 45 days after expiry of the guarantee period. The quality claims shall be submitted to the seller/service provider as per Form DPM-23 (Available in MoD website and can be given on request).

(e) The description and quantity of the stores are to be furnished to the seller/service provider along with concrete reasons for making the claims. Copies of all the justifying documents shall be enclosed to the presented claim. The seller/service provider will settle the claim within 45 days from the date of the receipt of the claim at the seller/service provider's office, subject to acceptance of the claim by the seller/service provider. In case no response is received during this period the claim will be deemed to have been accepted.

(f) The seller/service provider shall collect the defective or rejected goods from the location nominated by the Buyer and deliver the repaired or replaced goods at the same location under seller/service provider's arrangement.

(g) Claims may also be settled by reduction of cost of goods under claim from bonds submitted by the seller/service provider or payment of claim amount by seller/service provider through demand draft drawn on State Bank of India, in favour of Principal Controller/ Controller of Defence Accounts concerned.

(h) The quality claims will be raised solely by the Buyer and without any certification/countersignature by seller/service provider's representative stationed in India.

45. **Warranty:** The following warranty will form part of the contract placed on the successful Bidder:

(a) The seller/service provider warrants that the goods supplied/Works completed under the contract conform to technical specifications prescribed.

(b) If the goods are reported by the Buyer to have failed to conform to the specifications, the seller/service provider shall either replace or rectify the same free or charge, within a maximum period of 05 days of notification of such defect received by the seller/service provider.

PART V-EVALUATION CRITERIA & PRICE BIDS ISSUES

46. **Evaluation Criteria-**The broad guidelines for evaluation of Bids will be as follows:

(a) Only those Bids will be evaluated which are found to be fulfilling all the eligibility and qualifying requirements of the RFP both technically and commercially.

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(b) Initially the Technical bid will be opened on the day specified for opening of bids. Only those financial bids will be opened whose technical bids fulfill all the eligibility and qualifying requirements of the RFP. Rest will be returned to the bidders unopened.

(c) Date for opening financial bids of qualifying bidders will be on same day after ascertaining the quality of the materials.

(d) The lowest bid will be decided upon the lowest price quoted by the particular Bidder. The consideration of taxes and duties in evaluation process will be as follows:-

(i) In cases where only indigenous Bidders are competing all taxes and duties (including those for which exemption certificates are issued) quoted by the bidders will be considered. The ultimate cost to the Buyer would be the deciding factor for ranking of Bids.

(ii) The Bidders are required to spell out the rates of Customs duty, Excise duty GST, Service Tax, etc in unambiguous terms, otherwise their offers will be loaded with the maximum rates of duties and taxes for the purpose of comparison of prices. If reimbursement of Customs duty / Excise Duty / GST is intended as extra over the quoted prices the Bidder must specifically say so. In the absence of any such stipulation it will be presumed that the prices quoted are firm and final and no claim on account of such duties will be entailed after the opening of tenders. If a Bidder chooses to quote a price inclusive of any duty and does not confirm inclusive of such duty so included is firm and final, he should clearly indicate the rate of such duty and quantum of excise duty included in the price. Failure to do so may result in ignoring of such offers summarily. If a Bidder is exempted from payment of Customs duty/Excise Duty/GST duty up to any value of supplies from them, they should clearly state that no excise duty will be charged by them up to the limit of exemption which they may have. If any concession is available in regard to rate/quantum of Customs duty / Excise duty / GST, it should be brought out clearly. Stipulations like excise duty was presently not applicable but the same will be charged if it becomes leviable later on, will not be accepted unless in such cases it is clearly stated by a Bidder that excise duty will not be charged by him even if the same becomes applicable later on. In respect of the Bidder who fails to comply with this requirement, their quoted prices shall be loaded with the quantum of excise duty which is normally applicable on the item in question for the purpose of comparing their prices with other Bidders. The same logic applies to customs duty and GST also.

(e) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price will prevail and the total price will be corrected. If there is a discrepancy between words and figures, the amount in words will prevail for calculation of price.

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(f) The Lowest Acceptable Bid will be considered further for placement of contract / supply/work order after complete clarification and price negotiations as decided by the Buyer. The Buyer will have the right to award contracts to different Bidders for being lowest in particular items. The Buyer also reserves the right to do apportionment of quality, if it is convinced that lowest Bidder is not in a position to supply full quantity in stipulated time.

(g) Any other criteria as applicable to suit a particular case.

(Amit Kurkure)
Lt Col
Administrative Officer
Sainik School
Amaravathinagar