

COLLECTOR OFFICE (SOCIAL WELFARE DEPARTMENT), RAJNANDGAON

TENDER NOTICE MANUAL TRICYCLE

Sealed tender are invited from reputed agencies & suppliers with experience in supplying aids and appliance for persons with disabilities to institution and who has proven track record with an annual turnover of not less than rupees 10 Lack . The tender documents are available from 04/10/2016, 10.30 am onwards, it can also be downloaded from website www.rajnandgaon.gov.in . Tender documents must be submitted along with DD / Cheque for Rs. 15,000.00 drawn in favor of Collector, Rajnandgaon payable at Rajnandgaon.

Last date for sale of Tender Documents: 27 Oct 2016 at 02:00 O'clock

Cost of Tender Documents: 200.00

Last Date, Time & place for submission of Tender Documents: Office of Social Welfare, Composite Building Room No. 05, Rajnandgaon, 27 Oct 2016 at 05:30 pm

Date and Time of Opening of Tender Documents: 28/10/2016 at 02:00 pm at Social Welfare Department, Composite Building, Room No 05, Rajnandgaon.

Please visit Collector office, Social Welfare, Composite Building Room No. 05 Rajnandgaon during official working hour or website www.rajnandgaon.gov.in for detail Tender documents.


Dupty Director,
Social Welfare, Rajnandgaon C.G.

TENDER DOCUMENTS

SCOPE OF WORK:

Social welfare department is a nodal Govt department in Rajnandgaon district of Chhattisgarh to implement various schemes and programme related to deprived section of society including persons with disabilities.

Social welfare department intends to provide aids and appliance to persons with disabilities in rajnandgaon. Considering the urgent need of assistive devices for persons with disabilities, social welfare Department invites open tenders from reputed suppliers & agencies with proven track record and with annual turn over of not less than Rs. 10.00 Lakh to supply manual tricycle for persons with disabilities as per following specification:

SAMPLE SPECIFICATION:

SAMPLE MANUAL TRYCYCLE:



A convenient, rugged and comfortable Tricycle for outdoor use and ideal for village.

SAMPLE DIMENSIONS AND SPECIFICATIONS : for conceptual understanding

- a. Overall Length : 2000 mm
- b. Overall Width : 860 mm
- c. Overall Height : 1000 mm
- d. Weight : 35 kgs. (approx.)

ms

GENERAL TERMS AND CONDITIONS:


1. Tender must be submitted in original and each page of tender should be signed by bidder.
2. Tender should be presented by as per following details:
 - a. Envelop – A: Banker Cheque / Bank Draft of tender security deposit
 - b. Envelop – B: Information on Technical status of Organization : Technical Bid: Annexure- I
 - c. Envelop –C: Tender Unit rate : Financial Bid :Annexure –II
 - d. Envelope A,B & C should be under envelope D.

Tender will not be accepted, if it is not arranged in above sequence.

3. It is mandatory to enclose security money of Rs. 15000 through bank draft / bankers cheque in favor of collector, Rajnandgaon along with tender application documents.
4. All the received sealed tender application will be open in front of purchase committee constituted by collector, Rajnandgaon. Application without security money will be summarily rejected.
5. Bidder must follow following conditions:
 - a. Bidder must have three years experience of supplying aids and appliance related to persons with disabilities.
 - b. Bidder must have strong financial condition. He should submit a copy of income tax return of last three years.
 - c. District Purchase committee will consider quality while awarding the tender.
 - d. A Sample of Manual Tricycle will be displayed at Social Welfare Department, composite building, Room no. 05, Rajnandgaon. Interested bidder should have a view of displayed sample item to get an overall understanding of requirements.
 - e. Bidder must submit a sample along with tender application otherwise tender will not be accepted.
 - f. Bidder or any authorized persons can attend tender opening process.
 - g. Bidder should submit organizational experience and technical expertise related documents in envelope B.
 - h. Successful bidder must supply material at given place and time. If supplied materials does not match with sample items during physical verification, it will be a mistake of supplier. In such an event, supply order may be cancelled and deposited security money can be freed depending on decision of district purchase committee.



- i. Successful bidder will bear all the taxes involved as per rule. Bidder must pay income tax, commercial tax and all other necessary taxes.
- j. Materials must be supplied within time limit and all the direction of higher offices should be followed in this regards.
- k. Bidder must enclose income tax clearance certificate of last financial year.
- l. Bidder's organization must be registered with sale tax department. Please enclose a valid certificate while application.
- m. Successful bidder must transport tender materials at identified places after get verified by Dy. Director, social welfare, Rajnandgaon.
- n. Any damage to materials before physical verification will be responsibility of bidder.
- o. All the rights related to changing of quantity / amount will be with district purchase committee. Bidder cannot claim any condensation or loss in this regards.
- p. Unclear, overwriting and corrected tender application will not be considered. District purchase committee decision will be final in this regard.
- q. Conditional tender application will not be accepted.
- r. Bidder will certify all the documents with his/her signature and organization / firm seal.
- s. In case of any dispute decision of district purchase committee, Rjnandgaon will be final and abide to both parties. Matter cannot be presented to court without the permission of collector. In case matter is in court, area of jurisdiction will be Rajnandgaon district.
- t. There will not be any kind of advance payment by this office.
- u. The financial bids of suppliers who are not qualified technically will be returned unopened.
- v. Payment will be made only after purchase committee find materials are as per agreed terms and conditions.
- w. The payment will be made within 30 working days after supply of materials.
- x. All the materials should reach official store room of Dy. Director, social welfare department or at Janpad panchayat head office. There will not be any separate transport payment for storage at above mentioned places.
- y. All the bidder must submit singed copy of acceptance document for menstioned terms and conditions. Annexature-III
- z. Undersigned can award additional condition or cancel the contract any time. successful bidder must supply material within 10 days of receiving of supply order.


Deputy Director,
Social Welfare, Rajnandgaon C.G.

CHECKLIST FOR APPLICATION:

Sl No	Items	Yes / No
01	Technical Bid	
02	Demand Draft of Rs. 15000 in favor of collector, Rajnandgaon as a security money	
03	Financial Bid	
04	Sample Materials	
05	Acceptance Document of tender terms and conditions	
06	Copy of registration letter of the firm/ company / agency.	
07	Present legal registration No of organization issued by Sale tax	
08	Copy of appropriate PAN	
09	Copy of income tax return of the firm / company/ agency for the last financial year.	
10	Copy of registration with service tax / Sale Tax /VAT Department	
11	Details of firm experience and technical information related documents	
12	Annual turnover of organization	

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FORMATS:

Annexure- I

COLLECTOR OFFICE (SOCIAL WELFARE DEPARTMENT), RAJNANDGAON

Technical Bid for supplying aids and appliance for Divyangjan

1	Full Name of Firm / Organization	
2	Full Address with phone no and e mail ID	
3	Present legal registration No of organization issued by Sale tax (Attach Attested documents)	
4	Last year Income clearance / return (Attach Attested documents)	
5	Security money deposit details	
6	Details of firm experience and technical information related documents. (Pl attach attested copy)	
7.	Details of presented sample and key features	
8.	Annual turnover of organization/ firm	



Signature and address
of firm / organization

COLLECTOR OFFICE (SOCIAL WELFARE DEPARTMENT), RAJNANDGAON

Financial Bid for supplying aids and appliance for Divyangjan

1	Name of Firm / Organization	
2	Full Address with phone no and e - mail ID	
3	Name of Aids and appliances	Unit Rate
A		
B		
C		

Name of Bidder /firm / organization

Address:

Signature:



ACCEPTANCE DOCUMENTS

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I agree to all terms and conditions as mentioned above. Utmost confidentiality of the data provided shall be maintained.

**Name , designation & signature of the
bidder with seal**