

## **REQUEST FOR PROPOSAL**

Reply should be addressed to  
The Commanding Officer  
Tel: 0824 -2405292

ICGS Amartya  
C/o Headquarters No. 3  
Coast Guard District (Kar)  
Post Box No. 19, Panambur  
New Mangalore – 575 010

Quoting: **RFP/AMT/M&S/01/2018-19**

04 Jul 18

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### **INVITATION OF BIDS FOR SUPPLY OF NAVAL STORE ITEMS FOR ICGS AMARTYA**

**Invitation of Bids for supply of** : Local Purchase of Naval Store items for ICGS Amartya.

**Request for proposal (RFP) No.** : RFP/AMT/M&S/01/2018-19 dated 04 Jul 18.

1. Bids in sealed cover are invited for **Local Purchase of Naval Store items** listed in part II of this RFP. Please subscribe the above mentioned title, RFP number and date of opening of the bids on the sealed cover to avoid the bid being declared invalid.

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

- |    |  |  |
|----|--|--|
| a. | Bids/queries to be addressed to            | : The Commanding Officer,<br>ICGS Amartya  |
| b. | Postal Address for sending the Bids        | : The Commanding Officer,<br>ICGS Amartya<br>C/o CGDHQ-3<br>Post Box No. 19, Panambur<br>New Mangalore – 575 010 |
| c. | Name/designation of the contact personnel  | : Logistics Officer  |
| d. | Telephone Numbers of the contact personnel | : 0824- 2405292  |
| e. | E-mail id of contact personnel             | : <a href="mailto:amartya@indiancoastguard.nic.in">amartya@indiancoastguard.nic.in</a>                           |
| f. | Fax Number                                 | : 0824- 2405292  |

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 the 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 Requirements (SOR), Technical Specifications, Delivery Period, Mode of Delivery and Consignee details.

c. Part III – Contains Standard Conditions of RFP, which will form part of the 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. RFP Part I, II, III, IV and V are enclosed herewith.

6. The Para marked with "NA" will not be considered as part of RFP.

Thanking you,



(Satya Prakash )  
Dy Commandant  
Logistics Officer  
for Commanding Officer

**Encls** : As above

## **Part I – General information**

**1. Last date and time for depositing the Bids: 1500 Hrs/24 Jul 18.**

The sealed Bids should be deposited/reach by the due date and time. The responsibility to ensure this lies with the Bidder.

**2. Manner of depositing the Bids:** Sealed Bids should be either dropped in the Tender Box marked as Tender Enquiry Box 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 (unless they have been specifically called for by their modes due to urgency).

**3. Time and date for opening of Bids: 1500 Hrs/24 Jul 18.**

(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: 01 in no tender box is positioned Onboard ICGS Amartya (Officer's Alleyway).** Only those bids that are found in the tender box will be opened. Bids dropped in the wrong tender box will be rendered invalid.

**5. Place of opening of the Bids: At Onboard ICGS Amartya.** The Bidders may depute their representatives, duly authorized in writing, to attend the opening of Bids on the due date and time. Rates and important commercial/technical clauses quoted by all Bidders will be read out in the presence of the representatives of all the Bidders. This event will not be postponed due to non-presence of your representative.

**6. Two Bid System:** In case of the Two-bid system, only the Technical bid would be opened on the time and date mentioned above. Date of opening of the commercial Bid will be intimated after acceptance of the Technology Bids. Commercial Bids of only those firms will be opened, whose technical bids are found complaints/suitable after Technical evolution is done by the buyer. **-NA**

**7. Forwarding of Bids:** Bids should be forwarded by Bidders under their original memo / letter pad inter alia furnishing details like GST number, VAT/CST number, Bank address with EFT Account if applicable, etc and complete postal & e-mail address of their office.

**8. 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 about the clarifications sought not later than 14 (Fourteen) 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.

**9. Modification and withdrawal of Bids:** A bidder may modify or withdraw his bid after submission 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 the purchaser not later than the deadline for submission of bids. No bid shall be modified after 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 specific. Withdrawal of a bid during this period will result in bidder's forfeiture of bid security.

**10. Clarification regarding contents of the Bids:**

During evaluation and comparison of bids, the Buyer may, at its 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.

**11. 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.

**12. 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 delisted for the given range of items as mentioned in this RFP.

**13. Validity of Bids:** The Bids should remain valid for **90 days from** the last date of submission of the Bids.

**14. Earnest Money Deposit:** Bidders are required to submit Earnest Money Deposit (EMD) for amount of **Rs. 9,900.00** alongwith their bids. The EMD may be submitted in the form of an Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or bank Guarantee from any of the public sector bank or a private sector bank authorized to conduct government business as per form DPM-16 (Available in MOD website and can be provided on request). EMD is to remain valid for a period of forty-five days beyond the final bid validity period. EMD of the unsuccessful bidders will be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30<sup>th</sup> day after the award of the contract. The Bid Security of the successful bidder would be returned, without any interest whatever, after the receipt of Performance Security from them as called for in the contract. EMD is not required to be submitted by those Bidders who are registered with the Central Purchase Organization(e.g. DGS&D), National Small Industries Corporation(NSIC) or any Department of MoD or MoD itself for the same item/range of products, goods or services for which tender have been issued. (Bid security is not required if the value of the tender is Rs.2 Laks or less). The EMD will be forfeited if the bidder withdraws or amends, impairs or derogates from the tender in any respect within the validity period of their tender.

**Part II****ESSENTIAL DETAILS OF ITEMS/SERVICES REQUIRED****1. Schedule of Requirements - List of items required are as follows:**

<b>SL</b>	<b>DESCRIPTION</b>	<b>DENO.</b>	<b>QTY</b>
1	Cloth Flanet 4/2	Mtrs	80.000
2	Candle Wax	Kgs	03.000
3	Abrasive Paper 230mmx280mm Silicon carbide, water proof 600A	Sheet	20
4	Cloth stocknite/mutton cloth	Kgs	25.000
5	Broom country	Nos	50
6	Deodriser refill (for ships head) 8cmx3cm	Nos	50
7	Cloth kersey red 127cm (50") wide	Mtrs	10.000
8	Cloth kersey Green 127cm (50") wide	Mtrs	10.000
9	Brush sweeping hand	Nos	15
10	Brush steel wire	Nos	10
11	Paint Brush 4"	Nos	15
12	Paint brush 3"	Nos	10
13	Paint brush 2"	Nos	25
14	Paint brush 1"	Nos	20
15	Paint brush 1/2" 13mm	Nos	15
16	Paint Navy blue	Ltrs	60.000
17	Paint Golden Yellow	Ltrs	40.000
18	Paint Fluorescent Yellow	Ltrs	02.000
19	Paint Fluorescent Red	Ltrs	02.000
20	Paint Epoxy Alluminium Primer	Ltrs	10.000
21	Rope Polyproplene 4mm	Mtrs	440.000
22	Polish Metal Brass	Bottle	20
23	Pest Seal	Nos	15
24	Rope Polypropylene 16mm (ISI Mark)	Mtrs	220.000
25	Battery Dry 1.5V size small/pencil cell (R6)	Nos	50
26	Paint white synthetic	Ltrs	120.000
27	Paint silver	Ltrs	40.000
28	Paint roller 4"	Nos	08
29	Paint remover non-inflammable	Ltrs	20.000
30	Paint signal Red	Ltrs	20.000
31	Tape Transparent W/proof self-adhesive cellulose film 38mm WD	Nos	10
32	Tape transparent 1"	Roll	15
33	Wonder Tape 2"	Nos	05
34	Toilet Paper	Roll	50
35	Naphthalene balls	Kgs	20.000
36	Plastic Mug	Nos	25
37	M Seal or equivalent	Kgs	05.000
38	Dust Bin	Nos	10
39	Hydrochloric acid for cleaning	Ltrs	15.000
40	Paint black enamel	Ltrs	40.000
41	Paint Azure blue	Ltrs	20.000
42	Paint Alluminium heat resistant	Ltrs	20.000
43	Grease LG-280	Kgs	30.000
44	Disinfectant fluid white/Black Phenoil	Ltrs	50.000

<b>SL</b>	<b>DESCRIPTION</b>	<b>DENO.</b>	<b>QTY</b>
45	Super Mop refills	Nos	10
46	Room freshener	Nos	20
47	CD Re-writeable	Nos	40
48	Rope polypropylene 6mm (ISI mark)	Mtrs	440.000
49	Paint Olive Green primer	Ltrs	20.000
50	Paint Black Heat Resistant	Ltrs	20.000
51	NCML Solution – Teepol	Ltrs	01.500
52	NCML Solution – Phosphoric Acid	Ltrs	30.000
53	NCML Solution – Oxalic Acid	Kgs	04.000
54	NCML Solution – Thiourea	Gms	100.000
55	Soap Toilet	Nos	50
56	Gash Bag 24"x30"x75 micron	Nos	350
57	Duster cloth	Nos	15
58	Detergent Powder	Kgs	60.000
59	Cloth sponge	Nos	175
60	Tape transparent 2"	Nos	06
61	Soap Soft	Kgs	20.000
62	Soap liquid toilet	Ltrs	20.000
63	Fevicol	Kgs	05.000
64	Gloves Leather "A"	Prs	10

## 2. **Technical Details**

- (a) Specifications/drawings – NA
- (b) Requirement of installation/commissioning- NA
- (c) The lowest bidder will be decided for individual lowest quote of each items listed above.

3. **Two Bid System:** In respect of Two Bid system, bidders are required to furnish clause by clause compliance of specifications bringing out clearly the deviations from specification, if any. The bidders are advised to submit the compliance statement in the following format along with technical bid-

Para of RFP specifications item-wise	Specification of item offered	Compliance to RFP specification- whether Yes/No	In case of non-compliance, deviation from RFP to be specified in unambiguous terms

4. **Delivery Period.** Delivery period for supply /service of are required to be ready in all respect **within 45 days**. Please note that contract can be cancelled unilaterally by the buyer in case items 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.

5. **INCOTERMS for Delivery and transportation** – (“E” / “F” / “C” /“D” Terms). Unless otherwise specifically agreed to by the Buyer and the seller and incorporated in the contract, the applicable rules and regulations for transportations of goods from foreign countries will be as per the contemporary version of International Commercial Terms (INCOTERMS) evolved by international chamber of Commerce, Paris. Definition of delivery period is given below

TERMS OF DELIVERY	DATE OF DELIVERY
(a) Local Delivery at Site	The date on which the delivery is made at the consignee’s site mentioned in the contract.
(b) Ex-works	The date the Seller delivers the goods to the Buyer at Seller’s factory / premises.
c) F.O.R Station of Dispatch	The date on which the goods are placed by the Seller on rail with clear Rail Receipt.
d) By Post Parcel	The date of postal receipt.
e) Dispatch by Air	The date of Air-way Bill.
f) F.O.R. Destination	The date on which the goods reach the destination railway. Stations specified in the contract, unless otherwise stated.
g) C.I.P. Destination	The date on which the delivery is effected at the destination mentioned in the contract.
h) F.A.S. Port of Shipment	The date on which the seller deliver the goods along side the vessel at the specified port of shipment. This date is reflected in bill of landing.

- g) F.O.B. Port of Shipment The date on which the Seller delivers the goods on vessels board at the specified port of shipment. This date is reflected in Bill of Lading.
- h) C.I.F. Port of Destination The date on which the goods actually arrived at the Destination Port.

Note - The FAS, FOB & CIF terms of delivery are applicable for goods which are directly imported from foreign countries against the subject contract and not imported already by the Seller under its own arrangement. The CIP terms of delivery may be applied both for domestic as well as imported supplies.

- 6. Consignee Details:** The Commanding Officer  
ICGS Amartya  
C/o - Coast Guard Dist. HQ-3  
Post Box No. 19  
Panambur  
Mangalore – 575 010

### **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 in the Contract) as selected by the Buyer. Failure to do so may result in rejection of the Bid submitted by the Bidder.

1. **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.
2. **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 performance of the services shall commence from the effective date of the contract.
3. **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. The standard clause of arbitration is as per Forms DPM-7, DPM-8 and DPM-9 (Available in MoD website and can be provided on request).
4. **Penalty for use of Undue influence:** The Seller 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 Supply Orders or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the present Supply Order or any other Supply Order with the Government of India for showing or forbearing to show favour or disfavour to any person in relation to the present Supply Order or any other Supply Order with the Government of India. Any breach of the aforesaid undertaking by the Seller or any one employed by him or acting on his behalf (whether with or without the knowledge of the Seller) or the commission of any offers by the Seller 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 Supply Order and all or any other Supply Orders with the Seller and recover from the Seller 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. Giving or offering of any gift, bribe or inducement or any attempt at any such act on behalf of the Seller 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 Supply Order, shall render the Seller to such liability/ penalty as the Buyer may deem proper, including but not limited to termination of the Supply Order, imposition of penal damages, forfeiture of the Bank Guarantee and refund of the amounts paid by the Buyer.

**5. Agents / Agency Commission:** The Seller confirms and declares to the Buyer that the Seller is the original manufacturer of the stores/provider of the services referred to in this Supply Order 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 Supply Order to the Seller; 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 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 later stage it is discovered by the Buyer that the Seller 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 Supply Order, the Seller will be liable to refund that amount to the Buyer. The Seller will also be debarred from entering into any supply Order with the Government of India for a minimum period of five years. The Buyer will also have a right to consider cancellation of the Supply Order either wholly or in part, without any entitlement or compensation to the Seller who shall in such an event be liable to refund all payments made by the Buyer in terms of the Supply Order 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 Supply Orders concluded earlier with the Government of India.

**6. Access to Books of Accounts:** In case it is found to the satisfaction of the Buyer that the Seller 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, on a specific request of the Buyer, shall provide necessary information/ inspection of the relevant financial documents/information.

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

**8. Liquidated Damages:** In the event of the Seller's failure to submit the Bonds, Services and Documents, supply the stores/goods and conduct trials, installation of equipment, training, 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 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.

**9. 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 (02 months) after the scheduled date of delivery.

**(b)** The Seller is declared bankrupt or becomes insolvent.

**(c)** The delivery of material is delayed due to causes of Force Majeure by more than (02 months) provided Force Majeure clause is included in contract.

**(d)** The Buyer has noticed that the Seller has utilised the services of any Indian/Foreign agent in getting this contract and paid any commission to such individual/company etc.

**(e)** As per decision of the Arbitration Tribunal.

**10. 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.

**11. Transfer and Sub-letting:** The Seller 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.

**12. 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 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 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.

**13. 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.

**14. Taxes and Duties: In respect of Indigenous bidders**

**(a) In respect of Foreign Bidders NA**

**(b) In respect of indigenous bidders**

**i) General**

(1). If Bidder desires to ask for excise duty or Sales Tax / VAT 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.

(2). 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 on account of such duty/tax will be entrained after the opening of tenders.

(3) If a Bidder chooses to quote a price inclusive of any duty/tax and does not confirm 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.

(4) If a Bidder is exempted from payment of any duty/tax upto any value of supplies from them, he should clearly state that no such 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.

(5) 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. All such adjustments shall include all reliefs, exemptions, rebates, concession etc. if any obtained by the Seller.

**(ii) Customs Duty – NA**

**(iii) Excise Duty – NA**

**(iv) Sales Tax/VAT –**

1. If it is desired by the Bidder to ask for Sales tax / VAT to be paid as extra, the same must be specifically stated. In the absence of any such stipulation in 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.
2. 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 at the rate at which it is liable to be assessed or has actually been assessed provided the transaction of sale is legally liable to sales tax and the same is payable as per the terms of the contract.

**(v) Octroi Duty & Local Taxes**

(aa) 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 authorised officer. Seller 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.

(ab) 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 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.

15. **Pre-Integrity Pact Clause:** NA

**PART IV – SPECIAL CONDITIONS OF CONTRACT**

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 (ie Seller in the Contract) as selected by the Buyer. Failure to do so may result in rejection of the Bid submitted by the Bidder

1. **Performance Guarantee:**

a. **Indigenous Cases** : The Bidder will be required to furnish a Performance Guarantee by way of Bank Guarantee through a public sector bank or a private sector bank authorized to conduct government business (ICICI Bank Ltd., Axis Bank Ltd or HDFC Bank Ltd.) for a sum equal to **10% of the contract value within 30 days of receipt of the confirmed order**. Performance Bank Guarantee should be valid up to **60 days** beyond the date of warranty. The specimen of PBG is given in Form DPM-15 (Available in MoD website and can be provided on request).

b. **Foreign cases: NA**

2. **Option Clause** – NA

3. **Repeat Order Clause** – NA

4. **Tolerance clause** – ~~To take care of any~~ change in the requirement during the period starting from the issue of RFP till placement of the contract, Buyer reserves the right to 25% plus/minus increase or decrease the quantity of the required goods upto that limit without any change in the terms and conditions and price quoted by the seller. While awarding the contract, the quantity ordered can be increased or decreased by the buyer within this tolerance limit. **NA**

5. **Payment terms for Indigenous Sellers** – 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:

b. 100% payment on delivery and acceptance by the user.

6. **Payment terms for Foreign Sellers** – NA

7. **Advance Payments:** No advance payments will be made.

8. **Paying Authority:**

**(a). Indigenous Sellers** – JCDA (N), Kochi. The payment of bills will be made on submission of the following documents by the Seller to the Paying Authority along with the bill:-

**(i).** Ink-signed copy of contingent bill / Seller's bill.

**(ii).** Ink-signed copy of Commercial invoice / Seller's bill.

**(iii).** Copy of Contract with U.O. number and date of IFA's concurrence, where required under delegation of powers.

- (iv). CRVs in duplicate.
- (v). Inspection note.
- (vi). 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.
- (vii). Exemption certificate for Excise duty / Customs duty, if applicable.
- (viii). Bank guarantee for advance, if any.
- (ix). Guarantee / Warranty certificate.
- (x). Performance Bank guarantee / Indemnity bond where applicable.
- (xi). 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.
- (xii). 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 contract).
- (xiii). Any other document / certificate that may be provided for in the contract.
- (xiv). User Acceptance.
- (xv). Xerox copy of PBG

(Note – From the above list, the documents that may be required depending upon the peculiarities of the procurement being undertaken, may be included in RFP)

**(b). Foreign Sellers – NA**

**9. Fall Clause** - The following Fall clause will form part of the contract placed on successful Bidder -

- a. The price charged for the stores supplied under the contract by the Seller shall in no event exceed the lowest prices at which the Seller 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.
- b. If at any time, during the said period the Seller reduces the sale price, sells or offer to sell such stores to any person/organisation including the Buyer or any Deptt, of central Govt. or any Department of the State Government or any Statutory undertaking of the Central or state Government as the case may be at a price lower than the price chargeable under the contract, the 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.
  - ii. Sale of goods as original equipment at price lower than 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.

c. The Seller shall furnish the following certificate to the Paying Authority along with each bill for payment for supplies made against the Rate contract . We certify that there has been no reduction in sale price of the stores of description identical to the stores supplied to the Government under the contract herein and such stores have not been offered/sold by me/us to any person/organisation including the purchaser or any department of Central Government or any Department of a state Government or any Statutory Undertaking of the Central or state Government as the case may be upto the date of bill/the date of completion of supplies against all supply orders placed during the currency of the Rate Contract at price lower than the price charged to the government under the contract except for quantity of stores categories under sub-clauses (a),(b) and (c) of sub-para (ii) above details of which are given below - .....+

10. **Exchange Rate Variation Clause** – NA

11. **Risk & Expense clause** –

1. 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 45 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 cancelled either wholly or to the extent of such default.

2. Should the stores or any installment thereof not perform in accordance with the specifications / parameters provided by the SELLER during the check proof tests to be done in the BUYER's country, 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.

3. In case of a material breach that was not remedied within 45 days, the BUYER shall, having given the right of first refusal to the SELLER be at liberty to purchase, manufacture, or procure from any other source as he thinks fit, other stores of the same or similar description to make good:-

a. Such default.

b. In the event of the contract being wholly determined the balance of the stores remaining to be delivered thereunder.

4. 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. Such recoveries shall not exceed \_\_\_\_% of the value of the contract.+

12. **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 after 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.

(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 notice 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.

**13. Buy-Back offer – NA**

**14. Specification** – The following Specification clause will form part of the contract placed on successful Bidder - The Seller guarantees to meet the specifications as per Part-II of RFP and to incorporate the modifications to the existing design configuration to meet the specific requirement of the Buyer Services as per modifications/requirements recommended after the Maintenance Evaluation Trials. All technical literature and drawings shall be amended as the modifications by the Seller before supply to the Buyer. The Seller, in consultation with the Buyer, may carry out technical upgradation/alterations in the design, drawings and specifications due to change in manufacturing procedures, indigenisation or obsolescence. This will, however, not in any way, adversely affect the end specifications of the equipment. Changes in technical details, drawings repair and maintenance techniques alongwith necessary tools as a result of upgradation/alterations will be provided to the Buyer free of cost within 30 days of affecting such upgradation/alterations.

**15. OEM Certificate – NA**

**16. Export License – NA**

**17. Earliest Acceptable Year of Manufacture – NA**

**18. Buyer Furnished Equipment – NA**

**19. Transportation** – Free of cost onboard ship ICGS Amartya.

**20. Air lift – NA**

**21. Packing and Marking – NA**

**22. Quality:** The quality of the stores delivered according to the present supply order shall correspond to the technical conditions and standards valid for the deliveries of the same for in seller's country or specifications enumerated as per RFP and shall also include therein modification to the sores suggested by the Buyer. Such modifications will be mutually agreed to. The seller confirms that the stores to be supplied under this supply order shall be new i.e not manufacture before (01 year) and shall incorporated all the latest improvements and modifications thereto and spares of improved and modified equipment are backward integrated and interchangeable with same equipment supplied by seller in the past if any. The seller shall supply an interchangeability certificate along with the changed part numbers wherein if should be mentioned that item would provide as much life as the original item.

**23. Quality Assurance:** Seller would provide the Standard Acceptance Test Procedure (ATP) within 15 days of this date of contract. Buyer reserves the right to modify the ATP. Seller would be required to provide all test facilities at his premises for acceptance and inspection by Buyer. The details in this regard will be coordinated during the negotiation of the contract. The item should be of the latest manufacture, conforming to the current production standard and having 100% defined life at the time of delivery.

**24. Inspection Authority:** The Inspection will be carried out by the Logistics Officer, ICGS Amartya. The mode of Inspection will be Departmental Inspection.

**25. Pre-Dispatch Inspection – NA**

**26. Joint Receipt Inspection – NA**

**27. Franking clause – NA**

**28. Claims:** The following Claims clause will form part of the contract placed on successful Bidder .

a. The claims may be presented either: (a) on quantity 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.

b. 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 as per Form DPM-22 (Available in MoD website and can be given on request).

c. 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 for defects or deficiencies in quality noticed during warranty period earliest but not later than 45 days after expiry of the guarantee period. The quality claims shall be submitted to the Seller as per Form DPM-23 (Available in MoD website and can be given on request).

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

e. The Seller 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's arrangement.

f. Claims may also be settled by reduction of cost of goods under claim from bonds submitted by the Seller or payment of claim amount by Seller through demand draft drawn on an Indian Bank, in favour of Principal Controller/Controller of Defence Accounts concerned.

g. The quality claims will be raised solely by the Buyer and without any certification/countersignature by the Seller's representative stationed in India.



**29. Warranty- Warranty period 60 days from the date of supply.**

- a. The following Warranty will form part of the contract placed on the successful Bidder .
  - i. Except as otherwise provided in the invitation tender, the Seller hereby declares that the goods, stores articles sold/supplied to the Buyer under this contract shall be of the best quality and workmanship and new in all respects and shall be strictly in accordance with the specification and particulars contained/mentioned in contract. The Seller hereby guarantees that the said goods/stores/articles would continue to conform to the description and quality aforesaid for a period of 36 months from the date of delivery of the said goods stores/articles to the Buyer or 36 months from the date of shipment/despatch from the Seller's works whichever is earlier and that notwithstanding the fact that the Buyer may have inspected and/or approved the said goods/stores/articles, if during the aforesaid period of 36/36 months the said goods/stores/articles be discovered not to conform to the description and quality aforesaid not giving satisfactory performance or have deteriorated, and the decision of the Buyer in that behalf shall be final and binding on the Seller and the Buyer shall be entitled to call upon the Seller to rectify the goods/stores/articles or such portion thereof as is found to be defective by the Buyer within a reasonable period, or such specified period as may be allowed by the Buyer in his discretion on application made thereof by the Seller, and in such an event, the above period shall apply to the goods/stores/articles rectified from the date of rectification mentioned in warranty thereof, otherwise the Seller shall pay to the Buyer such compensation as may arise by reason of the breach of the warranty therein contained.
  - ii. Guarantee that they will supply spare parts, if and when required on agreed basis for an agreed price. The agreed basis could be and including but without any limitation an agreed discount on the published catalogue or an agreed percentage of profit on the landed cost.
  - iii. Warranty to the effect that before going out of production for the spare parts they will give adequate advance notice to the Buyer of the equipment so that the latter may undertake the balance of the lifetime requirements.
  - iv. Warranty to the effect that they will make available the blue prints of drawings of the spares if and when required in connection with the main equipment.

**30. Product Support – NA**

**31. Annual Maintenance Contract (AMC) Clause – NA**

**32. Engineering Support Package (ESP) clause – NA**

**33. Price Variation (PV) Clause – NA**

**PART V – EVALUATION CRITERIA & PRICE BID ISSUES**

1. **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.
  - b. In respect of Two-Bid system, the technical Bids forwarded by the Bidders will be evaluated by the Buyer with reference to the technical characteristics of the equipment as mentioned in the RFP. The compliance of Technical Bids would be determined on the basis of the parameters specified in the RFP. The Price Bids of only those Bidders will be opened whose Technical Bids would clear the technical evaluation.

c. The Lowest Bid will be decided upon the lowest price quoted by the particular Bidder as per the Price Format given at Para 2 below. 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. In cases where both foreign and indigenous Bidders are competing, following criteria would be followed .

1. In case of foreign Bidders, the basic cost (CIF) quoted by them would be the basis for the purpose of comparison of various tenders.

2. In case of indigenous Bidders, excise duty on fully formed equipment would be offloaded.

3. Sales tax and other local levies, i.e. octroi, entry tax etc would be ignored in case of indigenous Bidders.

d. The Bidders are required to spell out the rates of Customs duty, Excise duty, VAT, 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/VAT 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 entreated 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 / VAT duty upto 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 / VAT, 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 Bidders who fail 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 VAT also.

e. In import cases, all the foreign quotes will be brought to a common denomination in Indian Rupees by adopting the exchange rate as BC Selling rate of the State Bank of India on the date of the opening of Price Bids.

f. 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.

g. The Buyer reserves the right to evaluate the offers received by using Discounted Cash Flow method at a discounting rate of \_\_\_\_\_%. In case cash flow involves more than one currency, the same will be brought to a common denomination in Indian Rupees by adopting exchange rate as BC Selling rate of the State Bank of India on the date of the opening of Price Bids.

h. The Lowest Acceptable Bid will be considered further for placement of contract / Supply 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 Quantity, if it is convinced that Lowest Bidder is not in a position to supply full quantity in stipulated time.

i. Any other criteria as applicable to suit a particular case.

**2. Price Bid Format ( to be used for L-1 determination):** The price Bid Format **in general** is given below and Bidders are required to fill this up correctly with full details, **as required under Part-II of RFP (The format indicated below is only as an illustration. This format should be filled up with items / requirements as mentioned in Part-II of RFP.) :-**

SL	DESCRIPTION	DENO	QTY	Rate	Amount
1	Cloth Flanet 4/2	Mtrs	80.000		
2	Candle Wax	Kgs	03.000		
3	Abrasive Paper 230mmx280mm Silicon carbide, water proof 600A	Sheet	20		
4	Cloth stocknite/mutton cloth	Kgs	25.000		
5	Broom country	Nos	50		
6	Deodriser refill (for ships head) 8cmx3cm	Nos	50		
7	Cloth kersey red 127cm (50") wide	Mtrs	10.000		
8	Cloth kersey Green 127cm (50") wide	Mtrs	10.000		
9	Brush sweeping hand	Nos	15		
10	Brush steel wire	Nos	10		
11	Paint Brush 4"	Nos	15		
12	Paint brush 3"	Nos	10		
13	Paint brush 2"	Nos	25		
14	Paint brush 1"	Nos	20		
15	Paint brush ½" 13mm	Nos	15		
16	Paint Navy blue	Ltrs	60.000		
17	Paint Golden Yellow	Ltrs	40.000		
18	Paint Fluorescent Yellow	Ltrs	02.000		
19	Paint Fluorescent Red	Ltrs	02.000		
20	Paint Epoxy Alluminium Primer	Ltrs	10.000		
21	Rope Polypropylene 4mm	Mtrs	440.000		
22	Polish Metal Brass	Bottle	20		
23	Pest Seal	Nos	15		
24	Rope Polypropylene 16mm	Mtrs	220.000		
25	Battery Dry 1.5V size small/pencil cell (R6)	Nos	50		
26	Paint white synthetic	Ltrs	120.000		
27	Paint silver	Ltrs	40.000		
28	Paint roller 4"	Nos	08		
29	Paint remover non-inflammable	Ltrs	20.000		
30	Paint signal Red	Ltrs	20.000		
31	Tape Transparent W/proof self-adhesive cellulose film 38mm WD	Nos	10		
32	Tape transparent 1"	Roll	15		
33	Wonder Tape 2"	Nos	05		
34	Toilet Paper	Roll	50		
35	Naphthalene balls	Kgs	20.000		
36	Plastic Mug	Nos	25		
37	M Seal or equivalent	Kgs	05.000		
38	Dust Bin	Nos	10		
39	Hydrochloric acid for cleaning	Ltrs	15.000		
40	Paint black enamel	Ltrs	40.000		

SL	DESCRIPTION	DENO	QTY	Rate	Amount
41	Paint Azure blue	Ltrs	20.000		
42	Paint Alluminium heat resistant	Ltrs	20.000		
43	Grease LG-280	Kgs	30.000		
44	Disinfectant fluid white Phenoil	Ltrs	50.000		
45	Super Mop refills	Nos	10		
46	Room freshener	Nos	20		
47	CD Re-writeable	Nos	40		
48	Rope polypropylene 6mm (ISI mark)	Mtrs	440.000		
49	Paint Olive Green primer	Ltrs	20.000		
50	Paint Black Heat Resistant	Ltrs	20.000		
51	NCML Solution – Teepol	Ltrs	01.500		
52	NCML Solution – Phosphoric Acid	Ltrs	30.000		
53	NCML Solution – Oxalic Acid	Kgs	04.000		
54	NCML Solution – Thiourea	Gms	100.000		
55	Soap Toilet	Nos	50		
56	Gash Bag 24"x30"x75 micron	Nos	350		
57	Duster cloth	Nos	15		
58	Detergent Powder	Kgs	60.000		
59	Cloth sponge	Nos	175		
60	Tape transparent 2"	Nos	06		
61	Soap Soft	Kgs	20.000		
62	Soap liquid toilet	Ltrs	20.000		
63	Fevicol	Kgs	05.000		
64	Gloves Leather "A"	Prs	10		
				Tax details	
				Total Amount	

**Note 1. Determination of L1 will be done based on Individual of basic prices (not including levies, taxes and duties levied by Central / State / Local Governments such as excise duty, VAT, Service tax, Octroi / entry tax, etc on final product) of all items/ requirements as mentioned above.**

**3. Additional information in Price Bid on Taxes and Duties (not in scope of L-1 determination)-**

(a)	Is Excise Duty extra?
(b)	If yes, mention the following:- (i) Total value of items on which Excise Duty is leviable; (ii) Rate of Excise Duty (item-wise if different ED is applicable); (iii) Surcharge on Excise Duty, if applicable? (iv) Total value of excise duty payable;
(c)	Is Excise Duty Exemption (EDE) required:
(d)	If yes, then mention and enclose the following: (i). Excise notification number under which ED can be given:
(e)	Is VAT extra?

(f)	If yes, then mention the following: (i) Total value on which VAT is leviable: (ii) Rate of VAT: (iii) Total value of VAT leviable:
(g)	Is Service Tax extra?
(h)	If yes, then mention the following: (i) Total value of Services on which Service Tax is leviable (ii) Rate of Service Tax leviable: (iii) Total value of Service Tax leviable:
(j)	Is Custom Duty Exemption (CDE) required:
(k)	If yes, then mention the following: (i) Customs notification number under which CDE can be given(enclose a copy) (ii) CIF value of stores to be imported: (iii) Rate of Customs Duty payable: (iv) Total amount of Customs Duty payable.
(l)	Octroi / Entry taxes;
(m)	Any other Taxes / Duties



(Satya Prakash)  
Deputy Commandant  
Logistics Officer  
for Commanding Officer