

## **BID DOCUMENT FOR TENDERING**

Bidder should read the tender document carefully. Submission of tender shall mean that the Bidder has read and understood all the terms and condition of the tender (including corrigendum issued if any, at later stage of publication of Tender) and agrees and binds himself/themselves to the same.

**Bidder must be submit 'TENDER ACCEPTANCE LETTER' with their signature and official seal**

TENDER REF.NO.: *IESA/SFURTI/TENDER/02/2020-2021*  
(In communication, Please quote this number & date)

Dated: 22/08/2021

**Tendering document of Supply, Installation and Commissioning of Leather**

**Craft Cluster (Ministry of MSME Govt. of India) at Baran, Rajasthan**

Section I  
**Leather Craft Cluster, Baran, Rajasthan.**  
**Email: iesajpr2002@gmail.com**

TENDER REF.NO.: **IESA/SFURTI/TENDER/02/2020-2021**  
(In communication, Please quote this number & date)

Dated:22/08/2021

**NOTICE INVITING TENDER**

<b>Bid Particulars</b>	<b>Details</b>
Tender Reference no	IESA/SFURTI/TENDER/02/2020-2021
Tender Details.	Machinery With Specifications (As Per Technical Specifications attached in Annexure – I)
Last date and Time of receipt of Bid	13/09/2021 By 05:00 PM
Date and Time for Opening of Technical Bid	14/09/2021 By 03:00 PM
Place of Tender submission	Chief Functionary M/s. Institute For Environmental And Social Affairs, 36-K- 5 Jyoti Nagar, Jaipur-302001, Rajasthan
EMD	Rs. 50,000/-
Financial Bid opening	After finalization of first stage

Sealed Tender under Two cover System (Technical & Commercial ) are invited on behalf of **IESA Charm Vikas Sansthan** by Chief Functionary (here in after called the Purchaser") through of **Leather Craft Cluster, Baran, Rajasthan**, (Implementing Agency) for Items mentioned below as per Technical specifications given in the enclosed schedule **Section II Annexure -I** . These Items delivered / Installation and commissioning to be done at destination mentioned in this document.

**Chief Functionary**  
**Institute for Environmental and Social Affairs**  
**(Implementing Agency – Leather Craft Cluster)**

## **SECTION II INSTRUCTIONS TO BIDDERS**

### **A. INTRODUCTION**

#### **1. DEFINITIONS:**

- a) "The Purchaser" means the Institute for Environmental and Social Affairs or Implementing Agency, The Bidder" means the individual or firm who participates in this tender and submits its bid.
- b) "The Supplier" means the individual or firm supplying the goods under the contract.
- c) "The Goods" means all the equipment, machinery or other materials, which the Supplier is required to supply to the Purchaser under the contract.
- d) "The Advance Purchase Order" means the intention of Purchaser to place the Purchase Order on the bidder.
- e) "The Purchase Order" means the order placed by the Purchaser on the Supplier signed by the Purchaser including all attachments and appendices thereto and all documents incorporated by reference therein. The purchase order shall be deemed as "Contract" appearing in the document.
- f) "The Contract Price" means the price payable to the Supplier under the purchase order for the full and proper performance of its contractual obligations.
- g) "Validation" is a process through which the equipment / System is tested to ascertain its performance against set technical standards as per the requirements of the Cluster Outcomes.

#### **2. SCOPE OF WORK**

- a) The successful tenderer should undertake supply, erection and commissioning of the said machinery. The detailed specifications are given in Annexure-1.
- b) The successful tenderer should complete supply, erection, commissioning within 60 days from the date of receipt of Purchase Order.

### 3. MINIMUM ELIGIBILITY CRITERIA:

#### 3.1. Pre-qualification criteria for intending bidders:

The tenderer shall be required to submit the Earnest Money Deposit (EMD) which is refundable. The demand drafts shall be drawn in favor of “Institute for Environmental and Social Affairs”. The demand drafts for Earnest Money Deposit (EMD) must be enclosed in the envelope containing the technical bid.

### 4. INVITATION FOR TENDER OFFERS:

Tenderers are requested to submit Part-I and Part-II in a separate sealed cover. Part-I cover to be superscripted as “Part I – Technical Bid” and Part II cover to be superscripted as “Part II – Price Bid” respectively.

The BIDDERS are requested to give detailed tender in two Bids i.e.

- a. Part - I: Technical Bid.
- b. Part - II: Commercial Bid.

#### Technical Bid:

**4.1 The envelope clearly marked as "Technical Bid-Envelope No.1" shall contain the all Copies of originals documents:**

Envelope – 1 (Following documents to be provided)		
S.No.	Documents	Content
1.	Technical Bid	Technical Compliance Sheet as per <b>Annexure – I</b>
2.		Manufacturer’s Authorization Letter as per <b>Annexure-II</b>
3.		Declaration Sheet as per <b>Annexure – III</b>
4.		Reference Purchase Order copy. List of Organization/ Dept. as per <b>Annexure-IV</b>
5.		Certificate of Guarantee/Warranty (on letter head) – <b>Annexure V</b>
6.		Mandate Form for Electronic Fund Transfer / RTGS Transfer as per <b>Annexure-VI</b>
7.		Scanned copy of EMD and it is required to submit the same in original in a sealed envelope at the following address on or before closing date

8.		The tenderer shall submit the copy of the tender document and addenda thereto, if any, with each page should be signed and stamped to confirm the acceptance of the entire term & conditions of the tender
9.		Financial statements with net profit, duly audited / certified by Chartered Accountant (CA) of the last three financial years along with the copies of Income Tax Return (ITR) must be enclosed with the Technical bid.
10.		The tenderer viz. the Indian Agents and / or the foreign firms should furnish a certificate that the rates quoted by the tenderer are not more than those quoted to any other Institution in India or aboard during the last one year, with supporting documents.
<b>Envelope – 2</b>		
<b>S.No.</b>	<b>Documents</b>	<b>Content</b>
1.	Financial Bid	Price bid should be submitted as per - <b>Annexure VII</b>

Bid documents should be submitted as per the above sequence with Index page and page numbers (including technical literature). Each page of the bid should be signed & stamped in original. Unsigned bids will not be considered for evaluation. Each point of Envelope–I must be enclosed with the technical bid.

#### **4.2 Earnest Money Deposit Details**

- I. Tender Document can be downloaded from <http://www.ppdccagra.dcmsme.gov.in> free of cost.
- II. EMD of Rs. 50,000/-(Rs Fifty thousand only) in the form of Demand Draft of a scheduled bank in the name of **Institute for Environmental and Social Affairs**. The firm registered with NSIC as manufacturer for the supply of the same category of item for which the party is submitting quotation will be exempted from submission of EMD. Intended parties will have to give proof of registration along with their quotation. EMD of the unsuccessful bidders shall be refunded without any interest at the earliest after finalization of the purchase of concerned item.
  - a) The EMD will be returned to the BIDDERS(s) whose offer is not accepted by Institute for Environmental and Social Affairs, within one month from the date of the placing of the final order(s) on the selected BIDDER(s). In case of the BIDDER(s) whose offer is accepted the EMD will be returned on Machinery Installation. However, if the return of EMD is delayed for any reason, no interest / penalty shall be payable to the BIDDERS.

- b) The successful BIDDER, on award of contract / order, must send the contract / order acceptance in writing, within 15 days of award of contract / order failing which the EMD will be forfeited.
- III. The firm(s) who are registered under Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organization or the concerned Ministry or Department. EMD will be liable to be forfeited if bidder withdraws or amends impairs or derogates from the tender in any respect within the validity periods of his tender. Self-attested scan copy of the valid registration certificate must be uploaded with the technical bid.
- IV. The rate quoted in the Tender should be valid for the acceptance by the Tender Committee, for a minimum period of 90 days from the date of opening of the Tender. The accepted rate is valid till the entire contract is completed. Escalation in the rate will not be entertained under any circumstances.

#### **4.3 The technical offer should not contain any price information.**

#### **5. SPECIFICATIONS:**

Specifications are basic essence of the product. It must be ensured that the offers must be strictly as per our specifications. The Bid, which is not as per our tender enquiry, will be treated as non-qualified. Institute has the sole discretion to accept or reject tenders based on technical specifications.

#### **6. Envelope 2:**

##### **“Commercial Bid” shall contain:**

- i. Cost of all the items should be mentioned clearly and individually in the Commercial Offer (Part-II) only.
- ii. The prices should be shown against each item for the purpose of Insurance claims / replacements if any.
- iii. List of deliverables / Bill of materials and services.

Note:

- (i) No request for extension of due date will be considered under any circumstances.

- (ii) No sub-contracting is allowed with regard to installation, commissioning, warranty maintenance and after sales service. This is the sole responsibility of the Principals'/their authorized agents.
- (iii) Please do not insert 'Commercial Bid' (prices quoted) in the technical bid envelope. If the price quoted is submitted with technical bid the tender will be rejected.

## **7. TERMS OF THE TECHNICAL COMMITTEE**

On the due date the Technical bids will be opened and referred to the Technical Committee which is duly constituted by the Board of Directors, Institute for Environmental and Social Affairs. The committee will go through the technical aspects of the tender and recommend short listed firms. The recommendation of the technical committee is the final and binding on all the parties.

The technical evaluation will be an assessment of the Technical Bid.

The technical committee may formulate evaluation criteria in addition to the specifications and requirements indicated in the tender, in the interest of Leather Craft Cluster, Baran, Rajasthan. and this criteria/recommendation will also form as a part of short-listing of the firms.

The information received and the bids already submitted together will be examined with reference to the tendered specifications and evaluation is made by the Technical Committee.

## **8. OPENING AND EVALUATION OF THE TENDER**

- (i) The tenders received up **13-09-2021 By 5:00 PM** will be taken up for opening. Tenders received after specified date and time will not be accepted. The Tender will be opened through video conferencing (for which link will be shared with tenderers) by the Tender committee on **14-09-2021 By 3:00 PM** in the presence of the available Tenderers /representatives of the Tenderers who choose to be present. The Tenderers or their authorized agents are allowed to be present online at the time of opening of the tenders.
- (ii) Tender committee will inform the attested and unattested corrections, before the Tenderers and sign all such corrections in the online presence of the Tenderers. If any of the Tenderers or agents is not present then, in such cases the Committee will open the tender of the absentee Tenderer and take out the unattested corrections and communicate it to them. The absentee Tenderer should accept the corrections without any question whatsoever.
- (iii) The Technical bid will be evaluated by Tender Committee in terms of the qualification Criteria. Tender Committee reserves the right to disqualify any of the tender if is not

satisfied with the documents furnished.

- (iv) The Tenderers declared as qualified will be informed on the date of opening of Part-II (Price Bid).

## **9. PRICE OFFER**

**9.1** The Price Bid should be kept only in the Part-II cover

**9.2** The Price Bid should be prepared as per Annexure – II

**9.3** The Price Bid should be neatly and legibly written both in figures and words

**9.4** In case of discrepancy between the prices quoted in words and figures lower of the two shall be considered.

**9.5** Part-II bid should not contain any commercial conditions. Variation in the commercial terms and conditions of the tender will not be accepted.

## **10. EVALUATION OF THE PRICE**

**13.1** The Tender committee will examine for complete, properly signed and error- free nature of the Price Bid (Part-II).

**13.2** The comparison of the rates offered shall be on the basis of the total rates offered inclusive of all taxes, transportation, performance guarantee etc.,

## **11. AWARD OF CONTRACT**

The Tenderer who has quoted lowest price (L1) will be invited for negotiations. After finalizing the negotiated rate, Letter of Acceptance will be issued.

## **12. AGREEMENT**

The successful tenderer should execute an agreement as may be drawn up to suit the conditions on a non-judicial stamp paper of value, as prescribed in law on the date of remittance of Security Deposit and shall pay for all stamps and legal expenses incidental thereto. In the event of failure to execute the agreement, within the time prescribed, the EMD amount remitted by the tenderer will be forfeited besides cancelling the Tender.

## **13. ISSUE OF PURCHASE ORDER**

After successful execution of the agreement, Purchase Order will be release to the tendered items within 10 days by the Implementing Agency (IA). The successful tenderer should complete supply, erection and commissioning of the machineries as stipulated in the Schedule of Supply Chapter of this tender document.



## **14. DELIVERY**

The delivery of the Leather Craft Cluster, Baran, Rajasthan, SFURTI Cluster Machineries/items ordered shall be completed within the time limit prescribed in the purchase order to enable completion of erection and commissioning within 60 days from the date of issue of purchase order. This aspect will be taken up for discussion during the evaluation of the technical bid.

## **15. PAYMENT CONDITION**

15.1 40% of Contract value will be paid on execution of agreement against Bank guarantee. The Tenderer should produce Bank guarantee for the equal amount, which should be valid for a minimum period of 12 months.

15.2 40% of the Contract value will be paid on receipt of the complete set of machinery as per the order in full in good condition, at the destination, after acceptance by the tender committee.

15.3 10% of the Contract Value will be paid on successful completion of performance test.

15.4 The balance 10% and EMD will be released only after satisfactory completion of the entire contract

## **16. PENALTY**

16.1 Failure to execute the entire contract within the stipulated time from the date of issue of Purchase Order/ (&/with) advance payment, as the case may be, will attract a penalty of 1% per week, on the full value of the contract up to a maximum 5%. Delays beyond that period will result in cancellation of the orders.

## **17. TERMINATION OF THE CONTRACT**

Institute for Environmental and Social Affairs, the Implementing Agency reserves the right to terminate the contract at any time during the validity period on account of no-fulfilment of contract, on any count.

## **18. GENERAL CONDITION**

18.1 Conditional Tender in any form will not be accepted

18.2 Any notice regarding any problems, to the supplier shall be deemed to be sufficiently served, if given in writing at his usual or last known place of business

18.3 The Tender Committee reserves the right to reject any or all the tenders without assigning any reason thereof.

18.4 All the items of supply tendered shall be new and in any circumstances old, refurbished or second-hand machines/equipment/components will not be accepted.

**18.5** The Tender Committee reserves the right to reduce or enhance quantity of items of supply without assigning any reason thereof.

**18.6** The Tender Committee reserves the right to cancel the entire supply or part of supply, if the supply made is found to be not in terms of the tender conditions, at any stage of contract execution. In case of part cancellation or return of machine/components, the transport and other incidental expenses shall be borne by the supplier.

**18.7** The Tender Committee reserves the right to relax or waive or amend any of the tender conditions.

## **19. ARBITRATION**

**19.1** In case of any dispute in the tender, including interpretation, if any on the clauses of the tender or the agreement to be executed, the matter shall be referred by Implementing Agency/Tenderer to an Arbitrator to be appointed by the Parties hereto by mutual agreement. If no such Arbitrator could be appointed by mutual consent, the matter may then be referred to the PD, PPDC, Agra for nominating an Arbitrator, the Arbitration proceedings being governed by the Arbitration and Conciliation (Amendment) Act 2015.

**19.2** The venue of the Arbitration shall be at the Office of Institute for Environmental and Social Affairs, Jaipur. The decision of the Arbitrator shall be final and binding on both the parties to the Arbitration.

**19.3** The Arbitrator may with the mutual consent of the parties, extend the time for making the award. The award to be passed by the Arbitrator is enforceable in the court at Indore only.

## **20. JURISDICTION OF THE COURT**

Any dispute arising out of non-fulfilment of any of the terms and conditions of this Tender/Agreement or any other dispute arising out of the arbitration award will be subject to the jurisdiction of the Courts in the city of Baran only.

We agree to the above terms and conditions.

SIGNATURE OF THE TENDERER

DATE:

NAME IN BLOCK LETTERS:

DESIGNATION:

ADDRESS:

**Annexure 1**  
**List of Machinery with Specifications**

<b>S. NO.</b>	<b>NAME OF MACHINES WITH SPECIFICATIONS</b>	<b>QTY.</b>
1	<b>SWING ARM PRESS MACHINE</b> Area of work table (mm) 900*430 Swaying arm width (mm)370 Cutting travel (mm) 90 Motor power (HP/KW)1/0.75 Net weight (with oil)kg 630 Gross weight (kg) 745	4
2	<b>PRECISE FOUR-XOLUMN HYDRAULIC BEAM CUTTING PRESS MACHINE</b> Maximum Cutting Force 294KN(30T) Tension distance 50-150 Cutting area (mm) 1250 X 510 1600 X 510 Main motor power 2.2 Kw	1
3	<b>SPLITTING MACHINE</b> Dimension L160*W130*H110cm Voltage 380V Power 2.7 kW Working width 420mm Dimension with cutter 0.7/50/3500	1
4	<b>LEATHER SKIVING MACHINE</b> Max Speed 1200 rpm Max Skiving Width 50mm Motor 370 w Packing Size (LWH) 580 x 390 x 410mm	3
5	<b>EMBOSSING AND STAMPING MACHINE (PNEUMATIC)</b> Power Voltage Ac 220 V 50 Hz Total Power 400 W Working dimensions 70x90 (mm) Inner-hole diameter $\phi$ 16- $\phi$ 25 (mm) Max – pressing height 60 mm Daily Output 10000 pairs (8 hours) External dimensions 0.35*0.3*0.55 (m)	2
6	<b>LEATHER STRIP CUTTER</b> Dimension (LxWxH) 840x450x1260 mm Net Weight 196 Kg Power 1.1 kw, 380 V Knife Speed 212 rpm Loading Line speed 46 m/min	1
7	<b>HYDRAULIC EMBOSSNG MACHINE</b> Working Pressure 40 Ton Motor 2 HP Working Area 335 x 350mm	1

	Dimension (LxWxH) 900x850x1400mm Electrothermal Treatment 0-150 Degree C	
8	<b>COMPACT FUSING MACHINE</b> Speed 0-7 m/mm Fusing Width 500mm Pressure 1.5 kg/cm <sup>2</sup> Temperature 0-200 Degree C Voltage 220V/50Hz Power 5.2 Kw Dimension 1850x1130x280	1
9	<b>SINGLE NEEDLE POSTBED LOCKSTITCH SEWING MACHINE WITH WHEEL FEED, NEEDLE FEED, DRIVEN ROLLER PRESSER</b> Max Sewing Speed 2500 spm Needle system DP x 5 No. of Needle 1 Needle Bar Stroke 38 mm Stitch Length 7mm Presser foot lift Hand 7 mm Knee 15 mm Packing Size LxWxH 680x400x680	12
10	<b>DOUBLE NEEDLE POSTBED LOCKSTITCH SEWING MACHINE WITH WHEEL FEED, NEEDLE FEED, DRIVEN ROLLER PRESSER</b> Max Sewing Speed 2500 spm Needle system DP x 5 No. of Needle 2 Needle Bar Stroke 38 mm Stitch Length 4mm Presser foot lift Hand 7 mm Knee 15 mm Packing Size LxWxH 680x400x680	6
11	<b>HIGH SPEED SINGLE NEEDLE FLATBED LOCKSTITCH ZIG ZAG MACHINE WITH DROP FEED (LARGE HOOK &amp; AUTO LUBRICATION) (COMPLETE SET)</b> Max Sewing Speed 2800 spm Needle system DP x 5 Stitch Length 6 mm Dimension (LxWxB) 550 x 250x 370	2
12	<b>SNAP FASTNERS FIXING MACHINE (WITHOUT DIE)</b> Main Bearing Turning Rate 300 rpm Punch pin travel distance 38mm Power 250W	2
13	<b>SINGLE NEEDLE CYLINDERBED LOCKSTITCH SEWING MACHINE WITH UNISON FEED(STANDARD HOOK) MACHINE WITH UNISON FEED(STANDARD HOOK) (TAPE BINDING MACHINE)</b> Max Sewing Speed 2500 spm Needle system DP x 17 Needle Bar Stroke 34 mm Stitch Length 5.5mm	1

	Presser foot lift Hand 6 mm Knee 15 mm	
14	<b>TOE-PUFF FUSING MACHINE 2 STATION</b> Specifications Dimension (LxWxH) 510 X 660 X 1630 mm Air Consumption 52 Lt/min Power 0.8Kw Pressure 6 Bar	1
15	<b>BACKPART MOULDING MACHINE</b> Dimension (LxWxH) 890 x 1450 x 2000mm Power 2.7Kw Air Consumption 87 LT/min Voltage 220v/50Hz Production 1300 pairs/8h	1
16	<b>MIGHTINESS ROUGHING MACHINE WITH DUST EXHAUST (DOUBLE SHAFTS)</b> Dimension (LxWxH) 63 x 100 x 145mm Power 1.9 Kw1 Voltage 380v/50Hz Production 1500 pairs/8h	2
17	<b>CEMENT REACTIVATING MACHINE</b> Dimension (LxWxH) 600 x 600 x 1360mm Power 6 Kw Aircons 0.6 Mpa Voltage 380v/50Hz Capacity 500 pairs/8h	1
18	<b>PNEUMATIC SOLE ATTACHING MACHINE</b> Dimension (LxWxH) 750 x 400 x 1050mm Power 0.65w Gas Pressure 0.2-0.7 Mpa Voltage 220v/50Hz Production 1200 pairs/8h	1
19	<b>CLEANER FREQUENCY COVERSION AND TIMING POLISHING MACHINE</b> Dimension (LxWxH) 66 x 101 x 120mm Power 2 Kw Voltage 380v/50Hz Capacity 1600 pairs/8h	2
20	<b>SINGLE NEEDLE, FLATBED LOCKSTITCH SEWING MACHINE WITH UNISON FEED (LARGE HOOK)</b> Max Sewing Speed 2000 spm Needle system DP x 17 Needle Bar Stroke 33.2 mm Stitch Length 9mm Motor 370 W Presser foot lift Hand 8 mm Knee 15 mm Packing Size LxWxH 580x254x530	4

21	<b>SINGLE NEEDLE CYLINDER BED UNISON FEED SEWING MACHINE (LARGE HOOK)</b> Sewing Speed (spm) 2800 Stitch Length 5mm Lift of Presser foot lift 13mm Needle Bar Stroke 34mm Alternating Movement 2-6mm	6
22	<b>HIGH SPEED SINGLE NEEDLE FLATBED LOCKSTITCH SEWING MACHINE (LARGE HOOK)</b> Max Sewing Speed 3500 spm Needle system DP x 5 Needle Bar Stroke 35 mm Stitch Length 0-7 mm Motor 370 W Presser foot lift Hand 7mm Knee 13mm	15
23	<b>FOUR WHEELS BUFFING &amp; POLISHING MACHINE</b> Voltage 220v/50 Hz Power 1.3 kW Dimension 1000 X 1000 X 1370mm	1
24	<b>LEATHER BELT HOLE PUNCHING MACHINE</b> Dimension (LxWxH) 820 x 770 x 1200mm Power 2 HP/1.5 Kw	1
25	<b>VERTICAL STAND TYPE DOUBLE EDGE PAINTING MACHINE</b> Dimension (LxWxH) 400 x 580 x 1520mm Power 0.1 Kw Voltage 220v/50Hz	1
26	<b>BELT TRIMMING MACHINE</b> Dimension (LxWxH) 900 x 340 x 1120mm Power ½ HP Voltage 220v/50Hz	1

Date: \_\_\_\_\_

From:

Name:

Address:

Ph:

Fax:

E-mail:

To,

The Director,  
Institute For Environmental And Social Affairs,  
36-K- 5 Jyoti Nagar, Jaipur-302001,  
Rajasthan

Sir

Sub: Tender for the supply, erection and commissioning of machineries, equipment's and its accessories for the Common Facility Center of Leather Craft Cluster, Baran, Rajasthan - Submission of Part I - Reg

Ref: Your Tender Notice Dated: .....

With reference to your tender notice, we submit herewith our sealed Tender for the supply, erection and commissioning of machineries, equipment's and its accessories for the Common Facility Center of Leather Craft Cluster, Baran, Rajasthan, as specified by Implementing Agency in this tender document.

We enclose the following documents:

- 1) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions
- 2) Authorization letter from the Company for the person to sign the tender.
- 3) Details of the Tenderer (as per Annexure-III)
- 4) Average annual turnover statement duly certified by a Chartered Accountant (as per Annexure-IV).
- 5) List of similar orders executed in the last 3 years as per Annexure-V
- 6) Declaration for not having black listed by any other Govt. agencies (as per Annexure-VI).
- 7) Declaration for not having tampered the Tender documents downloaded from the websites **www.ppdccagra.dcmsme.gov.in** (Annexure-VII).
- 8) Bid Security Declaration form (as per Annexure VIII)
- 9) The copy of certificate of incorporation/registration (If applicable)
- 10) Copy of Memorandum and Articles of Association (If applicable)

- 11) Copy of Registered Partnership deed, in case of Partnership Firm (If applicable)
- 12) Copy of Udyog Aadhaar, GST Registration Certificate & PAN Card
- 13) Copy of valid dealership certificate
- 14) Purchase Orders / Performance certificate issued by the clients.
- 15) The Annual Report / certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 consecutive financial years FY 2016-17, 2017-18 and 2018-19 or FY 2017-18, 2018-19 and 2019-20.
- 16) Latest I.T return.
- 17) Notarized translated English version of the documents in a language other than English, if any.

Yours faithfully,

**SIGNATURE OF THE TENDERER**

**Encl: As stated above**



**ANNEXURE - III****DETAILS OF THE TENDERER**

1. Name of the Tenderer	
2. Registered Office Address	Telephone Number:Fax : Email : Website, if any
3. Contact Person	Name: Designation :Phone: Mobile: Email:
4. Date of Incorporation	
5. Legal Status	Proprietorship/partnership/Pvt. Limited/Public Limited/ others(Pl. mention)
6. Eligible license holder of	
7. Brief profile of the tenderer	
8. Number of staffs on regular payroll	Technical: Administration:
9. PAN Number	
10. GST Registration Number	

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**ANNUAL TURN OVER STATEMENT**

The Annual turnover of M/s ..... for the past three years (Either Sl.No.1,2 & 3, or Sl.No.2,3 &4) are given below and certified that the statement is true and correct.

<b>S.no</b>	<b>Year</b>	<b>Turnover (Rs. in lakh)</b>
1	2016-2017	
2	2017-2018	
3	2018-2019	
4	2019-2020	
	Total	
Average annual turnover of latest 3 years		

**DATE:**

**SIGNATURE OF THE TENDERER**

**SIGNATURE OF CHARTERED ACCOUNTANT  
(with seal and Address)**

**ANNEXURE - V**

**LIST OF SIMILAR ORDERS EXECUTED IN THE PAST 3 YEARS**

*(Please provide the details for each project in separate sheet along with Purchase order/completion certificate from client)*

<b>S. No.</b>	<b>Name &amp; address of the client</b>	<b>Name of themachinery</b>	<b>Quantity Supplied</b>	<b>Year of supply</b>
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**ANNEXURE - VI**

**CERTIFICATE**

Date: \_\_\_\_\_

Certified that M/s...../ the firm /company or its partners / shareholders had not been blacklisted by any Government Agencies.

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**DECLARATION FORM**

Date: \_\_\_\_\_

a) I/We ..... having our office at..... do declare that I/We have carefully read all the conditions of tender floated vide tender Ref. no. IESA/SFURTI/TENDER/02/2020-2021 for the supply, erection and commissioning of machineries, equipment's and its accessories for the Common Facility Center of Leather Craft Cluster, Baran, Rajasthan and will complete the contract as per the tender conditions.

b) I/We have downloaded the tender document from the internet site **www.ppdcagra.dcmsme.gov.in** and I / we have not tampered / modified the tender document in any manner. In case, if the same is found to be tampered / modified, I/ We understand that my/our tender will be summarily rejected and I /We am/are liable to be banned from doing business with Institute for Environmental and Social Affairs or prosecuted.

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**BID SECURITY DECLARATION FORM**

Date: \_\_\_\_\_

To  
The Director,  
Institute for Environmental and Social Affairs  
Jaipur

*Tender No. IESA/SFURTI/TENDER/02/2020-2021*

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be blacklisted from bidding for any contract for a maximum period of 3 years from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We have withdrawn / modified / amended or failure to sign the agreement or to remit the Security Deposit or to execute the contract as per tender conditions, during the period of bid validity specified in the tender document.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**MANDATE FORM FOR ELECTRONIC FUND TRANSFER/RTGS TRANSFER**

Date:

To,

Institute for Environmental and Social Affairs  
Jaipur

Sub: Authorization for release of payment / dues from Institute for Environmental and Social Affairs, through electronic Fund Transfer/RTGS Transfer.

1. Name of the Party/Firm/Company/Institute:
2. Address of the Party:

City \_\_\_\_\_ PinCode \_\_\_\_\_ E-Mail ID \_\_\_\_\_ Mob No: \_\_\_\_\_

Bank Name:		Branch Name:	
Branch Place:		Branch City:	
PIN Code:		Branch Code:	
MICR No.:			

(9 Digit number appearing on the MICR Bank of the Cheque supplied by the Bank, Please attach a Xerox copy of a cheque of your bank for ensuring accuracy of the bank name , branch name and code number)

IFS Code																			
Account Type	Saving					Current					Cash Credit								
Account Number																			

**DECLARATION**

I hereby declare that the particulars given above are correct and complete. If any transaction delayed and not effected for reasons of incomplete or incorrect information I shall not hold The Board of Directors, Institute for Environmental and Social Affairs.responsible. I also undertake to advise any change in the particulars of my account to facilitate updating of records for purpose of credit of amount through NEFT/RTGSTRansfer.

Place: \_\_\_\_\_ Date: \_\_\_\_\_

**Signature & Seal of the Authorized Signatory of the Party**

\_\_\_\_\_  
Certified that particulars furnished above are correct as per our records

Bankers Stamp:

Date: \_\_\_\_\_

**Signature of the Authorized Official from the Bank**

## Price Bid

S. NO.	NAME OF MACHINES WITH SPECIFICATIONS	Price (Amount in Rs.)				
		Qty.	Unit Price	GST	Final Price	Total Price
1	<b>SWING ARM PRESS MACHINE</b> Area of work table (mm) 900*430 Swaying arm width (mm)370 Cutting travel (mm) 90 Motor power (HP/KW)1/0.75 Net weight (with oil)kg 630 Gross weight (kg) 745	4				
2	<b>PRECISE FOUR-XOLUMN HYDRAULIC BEAM CUTTING PRESS MACHINE</b> Maximum Cutting Force 294KN(30T) Tension distance 50-150 Cutting area (mm) 1250 X 510 1600 X 510 Main motor power 2.2 Kw	1				
3	<b>SPLITTING MACHINE</b> Dimension L160*W130*H110cm Voltage 380V Power 2.7 kW Working width 420mm Dimension with cutter 0.7/50/3500	1				
4	<b>LEATHER SKIVING MACHINE</b> Max Speed 1200 rpm Max Skiving Width 50mm Motor 370 w Packing Size (LWH) 580 x 390 x 410mm	3				



5	<b>EMBOSSING AND STAMPING MACHINE (PNEUMATIC)</b> Power Voltage Ac 220 V 50 Hz Total Power 400 W Working dimensions 70x90 (mm) Inner-hole diameter $\phi 16-\phi 25$ (mm) Max – pressing height 60 mm Daily Output 10000 pairs (8 hours) External dimensions 0.35*0.3*0.55 (m)	2				
6	<b>LEATHER STRIP CUTTER</b> Dimension (LxWxH) 840x450x1260 mm Net Weight 196 Kg Power 1.1 kw, 380 V Knife Speed 212 rpm Loading Line speed 46 m/min	1				
7	<b>HYDRAULIC EMBOSSNG MACHINE</b> Working Pressure 40 Ton Motor 2 HP Working Area 335 x 350mm Dimension (LxWxH) 900x850x1400mm Electrothermal Treatment 0-150 Degree C	1				
8	<b>COMPACT FUSING MACHINE</b> Speed 0-7 m/mm Fusing Width 500mm Pressure 1.5 kg/cm <sup>2</sup> Temperature 0-200 Degree C Voltage 220V/50Hz Power 5.2 Kw Dimension 1850x1130x280	1				
9	<b>SINGLE NEEDLE POSTBED LOCKSTITCH SEWING MACHINE WITH WHEEL FEED, NEEDLE FEED, DRIVEN ROLLER PRESSER</b> Max Sewing Speed 2500 spm Needle system DP x 5 No. of Needle 1	12				

	Needle Bar Stroke 38 mm Stitch Length 7mm Presser foot lift Hand 7 mm Knee 15 mm Packing Size LxWxH 680x400x680					
10	<b>DOUBLE NEEDLE POSTBED LOCKSTITCH SEWING MACHINE WITH WHEEL FEED, NEEDLE FEED, DRIVEN ROLLER PRESSER</b> Max Sewing Speed 2500 spm Needle system DP x 5 No. of Needle 2 Needle Bar Stroke 38 mm Stitch Length 4mm Presser foot lift Hand 7 mm Knee 15 mm Packing Size LxWxH 680x400x680	6				
11	<b>HIGH SPEED SINGLE NEEDLE FLATBED LOCKSTITCH ZIG ZAG MACHINE WITH DROP FEED (LARGE HOOK &amp; AUTO LUBRICATION) (COMPLETE SET)</b> Max Sewing Speed 2800 spm Needle system DP x 5 Stitch Length 6 mm Dimension (LxWxB) 550 x 250x 370	2				
12	<b>SNAP FASTNERS FIXING MACHINE (WITHOUT DIE)</b> Main Bearing Turning Rate 300 rpm Punch pin travel distance 38mm Power 250W	2				
13	<b>SINGLE NEEDLE CYLINDERBED LOCKSTITCH SEWING MACHINE WITH UNISON FEED(STANDARD HOOK) MACHINE WITH UNISON FEED(STANDARD HOOK) (TAPE BINDING MACHINE)</b> Max Sewing Speed 2500 spm Needle system DP x 17 Needle Bar Stroke 34 mm Stitch Length 5.5mm Presser foot lift Hand 6 mm Knee 15 mm	1				

14	<b>TOE-PUFF FUSING MACHINE 2 STATION</b> Specifications Dimension (LxWxH) 510 X 660 X 1630 mm Air Consumption 52 Lt/min Power 0.8Kw Pressure 6 Bar	1				
15	<b>BACKPART MOULDING MACHINE</b> Dimension (LxWxH) 890 x 1450 x 2000mm Power 2.7Kw Air Consumption 87 LT/min Voltage 220v/50Hz Production 1300 pairs/8h	1				
16	<b>MIGHTINESS ROUGHING MACHINE WITH DUST EXHAUST (DOUBLE SHAFTS)</b> Dimension (LxWxH) 63 x 100 x 145mm Power 1.9 Kw1 Voltage 380v/50Hz Production 1500 pairs/8h	2				
17	<b>CEMENT REACTIVATING MACHINE</b> Dimension (LxWxH) 600 x 600 x 1360mm Power 6 Kw Aircons 0.6 Mpa Voltage 380v/50Hz Capacity 500 pairs/8h	1				
18	<b>PNEUMATIC SOLE ATTACHING MACHINE</b> Dimension (LxWxH) 750 x 400 x 1050mm Power 0.65w Gas Pressure 0.2-0.7 Mpa Voltage 220v/50Hz Production 1200 pairs/8h	1				
19	<b>CLEANER FREQUENCY COVERSION AND TIMING POLISHING MACHINE</b> Dimension (LxWxH) 66 x 101 x 120mm	2				

	Power 2 Kw Voltage 380v/50Hz Capacity 1600 pairs/8h					
20	<b>SINGLE NEEDLE, FLATBED LOCKSTITCH SEWING MACHINE WITH UNISON FEED (LARGE HOOK)</b> Max Sewing Speed 2000 spm Needle system DP x 17 Needle Bar Stroke 33.2 mm Stitch Length 9mm Motor 370 W Presser foot lift Hand 8 mm Knee 15 mm Packing Size LxWxH 580x254x530	4				
21	<b>SINGLE NEEDLE CYLINDER BED UNISON FEED SEWING MACHINE (LARGE HOOK)</b> Sewing Speed (spm) 2800 Stitch Length 5mm Lift of Presser foot lift 13mm Needle Bar Stroke 34mm Alternating Movement 2-6mm	6				
22	<b>HIGH SPEED SINGLE NEEDLE FLATBED LOCKSTITCH SEWING MACHINE (LARGE HOOK)</b> Max Sewing Speed 3500 spm Needle system DP x 5 Needle Bar Stroke 35 mm Stitch Length 0-7 mm Motor 370 W Presser foot lift Hand 7mm Knee 13mm	15				
23	<b>FOUR WHEELS BUFFING &amp; POLISHING MACHINE</b> Voltage 220v/50 Hz Power 1.3 kW Dimension 1000 X 1000 X 1370mm	1				
24	<b>LEATHER BELT HOLE PUNCHING MACHINE</b> Dimension (LxWxH) 820 x 770 x 1200mm	1				

	Power 2 HP/1.5 Kw					
<b>25</b>	<b>VERTICAL STAND TYPE DOUBLE EDGE PAINTING MACHINE</b> Dimension (LxWxH) 400 x 580 x 1520mm Power 0.1 Kw Voltage 220v/50Hz	1				
<b>26</b>	<b>BELT TRIMMING MACHINE</b> Dimension (LxWxH) 900 x 340 x 1120mm Power ½ HP Voltage 220v/50Hz	1				

**CHECKLIST OF DOCUMENTS**

**Documents to be enclosed in Part-I:**

S.No	Checklist	Enclosed (Yes/No)	Reference in the Bid (Page No.)
1.	A covering letter on your letter head addressed to the Director, <b>Institute for Environmental and Social Affairs, M/s. Institute For Environmental And Social Affairs, 36-K- 5 Jyoti Nagar, Jaipur-302001, Rajasthan</b> (as per Annexure-II)		
2.	Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions		
3.	Authorization letter from the Company for the person to sign the tender		
4.	Details of the Tenderer (as per Annexure-III)		
5.	Average annual turnover statement duly certified by a Chartered Accountant (as per Annexure-IV)		
6.	List of similar orders executed in the last 3 years as per Annexure-V		
7.	Declaration for not having black Listed by any other Govt. agencies (as per Annexure-VI)		
8.	Declaration for not having tampered the Tender documents downloaded from the websites (Annexure-VII).		
9.	Bid Security Declaration form (as per Annexure VIII)		
10.	The copy of certificate of incorporation/registration.		
11.	Copy of Registered Partnership deed, in case of Partnership Firm		
12.	GST Registration Certificate & PAN Card		
13.	Copy of valid dealership certificate		
14.	Purchase Orders / Performance certificate issued by the clients		

15.	The Annual Report / certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 consecutive financial years FY 2016-17, 2017-18 and 2018-19 or FY 2017-18, 2018-19 and 2019-20		
17.	Latest I.T return		
18.	Notarized translated English version of the documents in a language other than English, if any		

**Documents to be enclosed in Part-II**

S. No.	Checklist	Enclosed (Yes/No)
1.	A covering letter on your letter head addressed to the Director, <b>Institute for Environmental and Social Affairs, M/s. Institute For Environmental And Social Affairs, 36-K- 5 Jyoti Nagar, Jaipur-302001, Rajasthan (as per Annexure- IX)</b>	
2.	Price Bid as per Annexure- X of the Tender document	

**Both ‘Part I – Technical bid’ cover and ‘Part II – Price bid’ cover must be placed in a separate sealed cover** superscripted as “Tender for the supply, erection and commissioning of machineries, equipment’s and its accessories for the Common Facility Center of Leather Craft Cluster” and addressed to “**Institute for Environmental and Social Affairs, M/s. Institute For Environmental And Social Affairs, 36-K- 5 Jyoti Nagar, Jaipur-302001, Rajasthan**”, containing the name and address of the Tenderer.

**Note: Tenders submitted in unsealed cover would summarily be rejected.**