



**TENDER
FOR**

**Supply & Installation
of
1.5 TON Split Air Conditioners with
Voltage Stabilizer**

NTSC/OK/COMP/TRG/AC/2017-18/33

NSIC- Technical Services Centre
National Small Industries Corporation Ltd.
(A Government of India Enterprise)
Okhla, Phase – III,
Near Govindpuri Metro Station,
New Delhi-110020

Tel No. 011-26826847, 26826801
Fax: - 011-26826783

Website: www.nsic.co.in
Email: ntscok@nsic.co.in

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Signature of the Tenderer,
Name, Designation of the Signatory,
Seal of the Company,
Date:

TENDER INVITING NOTICE

Subject: -Tender for Supply & Installation of 1.5 TON Split Air Conditioners with Voltage Stabilizer.

Sealed quotations are invited in two Bids system (Technical & Commercial Bid in two separate sealed envelopes contained in one bigger envelope) from Distributor/ Dealer/ Supplier for the **Supply & Installation of 1.5 TON Split Air Conditioners with Voltage Stabilizer.**

Details of the tender are summarized below :

Scope of Tender	Supply & Installation of 1.5 TON Split Air Conditioners with Voltage Stabilizer Details as per enclosed Annexure – 'A'
Tender Documents Download	Tender documents can be downloaded from 17th May, 2017, From website www.nsic.co.in/tenders.asp
Cost of Tender	The tender fee of Rs. 200/- in form of demand draft in favour of 'NSIC Ltd.-NTSC A/c' payable at New Delhi shall be enclosed with Technical Bid of the tender while submitting the tender.
Earnest Money Deposit along with Tender	Rs.25,000/- (Rupees Twenty Five thousand only) (Registered Bidders will be exempted as detailed in 'Instructions to the Tenderers' at para no 2(c))
Technical Bid	The details for submission of Technical Bid is placed at Annexure 'B'
Commercial Bid	The details for submission of Commercial Bid is placed at Annexure-'C'
Undertaking	The details for submission of Undertaking is placed at Annexure-'D'
Last date of submission of Tender	1st June, 2017 up to 14:45 hours
Date of opening of Technical Bid	1st June 2017 at 15:45 hours
Address for Tender Inquiry, Submission of Bid, Opening of Bids and Delivery of goods	NSIC- Technical Services Centre, Okhla, Phase-III, New Delhi-110020. Phone no. 011-26826847, 26826801
Chief General Manager Tender Inviting Authority	

Signature of the Tenderer,
Name, Designation of the Signatory,
Seal of the Company,
Date:

Abbreviations: Throughout this tender documents”, the word/ term:

- a) “NTSC” means NSIC-Technical Services Centre, Okhla, Phase III, New Delhi -110020
- b) “NSIC” means The National Small Industries Corporation Ltd.
- c) “Day” means Calendar day
- d) “Working day” means Monday to Friday in a week
- e) “Tender” means tender number NTSC/OK/COMP/TRG/AC/2017-18/33
- f) “EMD” means Earnest Money Deposit.
- g) “Purchaser” means The National Small Industries Corporation Ltd.
- h) “Supplier” means the successful bidder who will get the Supply Order on completion of the tender process
- i) “AC” means 1.5 ton split Air Conditioner with voltage stabilizer

INSTRUCTIONS TO THE TENDERER

Instructions to the Tenderer for **Supply & Installation of 1.5 TON SPLIT Air Conditioners** are as under:

1. Tender Documents download:

The tender documents can be downloaded from our website www.nsic.co.in/tenders-archive.asp w.e.f. 17th May, 2017 to 1st June, 2017 up to 14:00 hours. The tender fee of Rs. 200/- is applicable which shall be enclosed with Technical Bid of the tender while submitting the tender.

2. Earnest Money (EMD) & Tender Fee Deposit :

- a) Earnest Money Deposit (**EMD**) of **Rs. 25,000/- & Tender Fee of Rs. 200/-** shall be paid through DD/RTGS/NIFT/Digital means on or before 1st June, 2017 upto 14:00 hours. The details of bank account are as under:

Name (Favoring)	NSIC Ltd.-NTSC A/c
Bank Address	Punjab National Bank, NSIC Bhawan, Okhla Industrial Estate, New Delhi-110020.
A/c No.	0602002100009880
MICR Code	110024073
IFS Code.	PUNB0060200

Note:In case of transfer of money towards EMD/ tender fee is made by above means, participating unit name should be clearly reflected in narration and information must be forwarded through E-mail to ntscok@nsic.co.in along with bank details by mentioning “EMD towards Supply & Installation of 1.5 TON Split AC with Stabilizer” in the subject.

Or

The Earnest Money/ tender fee may be deposited by way of Demand Draft drawn in favor of NSIC Ltd. - NTSC A/C payable at New Delhi and Demand Draft shall be enclosed with Technical Bid.

Signature of the Tenderer,
Name, Designation of the Signatory,
Seal of the Company,
Date:

- b) The offers without EMD will be rejected.
- c) However, EMD and tender Fee submission is exempted for the bidders those having valid registration under Udyog Aadhaar, Single Point Registration Scheme of NSIC and all micro and small enterprises registered with Director of Industries from DIC for the goods for which this tender is issued. To support this, a self-certified scan copy of such valid registration/ exemption certificate is to be attached with technical bid.
- d) Any request by the bidders to consider their EMD furnished by them to NTSC for any other Contract/tender shall not be considered as EMD for this tender.
- e) No interest shall be paid for earnest money deposited by the tenderer.
- f) EMD will be refunded to the unsuccessful bidders after the Supply Order placed on the successful bidder.
- g) In case of successful bidder, the EMD will be refunded along with final payment as per terms & conditions of Tender at para 7 i.e. after **10 days** from the date of successful installation of goods with satisfactory performance of as certified by the nominated official of NTSC Okhla.
- h) **The EMD will be forfeited in following cases**
 - i. If the successful bidder fails to furnish the acceptance in writing, within **3 days** of award of Supply Order.
 - ii. If the bidder fails to supply the goods as per technical specifications in Annex. 'A' or delays in supplying.
 - iii. If bidder fails to abide by the Instructions, accepted Terms & Conditions on award of this Tender.
 - iv. If the bidder withdraws the bid during the period of bid validity specified in the tender.

3. Undertaking on Tender:

A duly signed undertaking on the company's letter head in a format enclosed at **Annexure 'D'** shall be submitted along with the Technical Bid by the bidder.

4. Submission of Tender:

- a) The bidder to examine all instructions, forms, terms and specifications in the tender documents and to furnish with its bid all documents or information as required by bidding document.
- b) The language for all the correspondence and documents related to the tender shall be in English/ Hindi only. Moreover, the printed literature/technical details for the machine shall also be in English/ Hindi.
- c) The tender must be placed in a properly sealed bigger envelope addressed to The Chief General Manager, NSIC-Technical Services Centre, Okhla Industrial Estate, Phase III, New Delhi and the said bigger envelope shall contain two sealed envelopes containing Technical & Commercial bids. The bigger envelope must be super-scribed as "Tender for Supply & Installation of 1.5 TON Split AC" with tender inquiry number and its due date. The two sealed envelopes inside the bigger envelope must be super-scribed as:

Signature of the Tenderer,
Name, Designation of the Signatory,
Seal of the Company,
Date:

Envelope No-1: The said envelope is for technical bid & shall be superscribed as "**Tender for Supply & Installation of 1.5 TON Split AC - TECHNICAL BID**"

Envelope No-2: The said envelope is for commercial bid & shall be superscribed as "**Tender for Supply & Installation of 1.5 TON Split AC - Commercial Bid**".

- d) If both or either of the envelopes are not sealed and marked as required, the Purchaser will assume no responsibility for the misplacement or premature opening of the bid.
- e) All the columns of the tender shall be duly, properly and exhaustively filled in. All pages of the Tender should be signed by the Authorized Signatory of Tenderer with Company stamp as mentioned on the bottom of every page.
- f) Any cutting/over writing etc. in the tender must be signed by the person who is signing the tender.
- g) The financial figures in Commercial Bid shall always be both in figures and words. In case of any discrepancy in figures and words, the amount written in words shall be considered.
- h) Tenders received in open covers/ letters/ fax/ email will not be considered.

5. Opening & Evaluation of Technical Bid:

- a) The date of opening of Technical Bid is **1st June, 2017 at 15:45 hours.**
- b) Bidder, whose Technical Bid qualifies as per terms & conditions specified in this tender document, will be considered for opening of Commercial Bid, accordingly will be intimated separately.
- c) The bidder's authorized representative who attends the bid opening shall sign an attendance register as a proof of having attended the opening of bid.

6. Special Provision for Micro & Small Enterprises:

Micro and Small Enterprises (MSEs) participating in the tender will be given benefit as per Public Procurement Policy, 2012. Further, the MSEs owned by SC/ST entrepreneurs will also be given benefits as per Public Procurement Policy, 2012. The definition of MSEs owned by SC/ST is as given under:

- (a) In case of proprietary MSE. Proprietor shall be SC/ST
- (b) In case of partnership MSE, the SC/ST partners shall be holding at least 51% shares in the unit
- (c) In case of Private Limited Companies, at least 51% share shall be held by SC/ST promoters. Document to claim benefits shall be enclosed in Technical Bid.

Signature of the Tenderer,
Name, Designation of the Signatory,
Seal of the Company,
Date:

7. Award of Supply & Installation order:

- a) The Commercial Bids of the technically qualified Bidders shall be opened by the constituted committee. Thereafter the committee shall prepare the comparative statement (CST) based on the total price inclusive of taxes, duties and cartage FOR destination i.e. NSIC Technical Service Centre, Okhla, Phase – III, New Delhi- 110020.
- b) NSIC Technical Service Centre shall award the Supply Order to the eligible bidder with lowest price offer in Commercial Bid.
- c) If more than one bidder happens to quote the same lowest price, NSIC Technical Service Centre reserves the right to award the contract to any one Bidder. No representation in this regard shall be entertained for any reason.

Signature of the Tenderer,
Name, Designation of the Signatory,
Seal of the Company,
Date:

TERMS & CONDITIONS

Submission of the duly signed and stamped tender implies that these conditions of tender have been read by the Tenderer and is aware of the scope of the Supply & Installation and the quality of the material to be supplied:-

1. Delivery & Installation:

- a) The successful tenderer shall complete supplies strictly in compliance to the specifications given in Annexure 'A' within **15 days** from the date of confirmed Supply Order from NTSC Okhla.
- b) The Equipment shall have to be delivered at NSIC-Technical Services Centre, Okhla, Phase III, Near Govindpuri Metro Station, New Delhi - 110020 and to be installed & operationalized within 10 working days from delivery date, to the satisfaction of the nominated official of NTSC, Okhla.
- c) The material shall be inspected on receipt at site ie. NSIC Technical Services Centre, Okhla Industrial Estate, New Delhi and supplier shall be responsible for any damage during the transit of goods.
- d) In case of delay in delivery & installation of items by the Supplier, liquidated damages @ 1% (One percent only) of the value of order per week and or part thereof of the delay subject to a maximum of 2% (Two percent only) of the value of the contract (upto maximum delay period of 15 days) shall be levied. The amount will be adjusted or set-off against any sum payable to the supplier under this or any other contract with the Corporation.
- e) In case tenderer fails to supply within the permissible period, Chief General Manager of NSIC-Technical Services Centre, may cancel the Supply Order and may initiate action to debar the supplier for all future business dealing with NSIC for next three years.

2. Warranty:

- a) The Supplier shall be liable for comprehensive warranty for a minimum period of 12 months for AC & 5 years for compressor. Supporting document for Warranty shall be enclosed with the delivery challan. Warranty shall commence from the date of commissioning.

3. Validity of Tender:

The tender shall be valid for a period of 90 days from the date of opening of the Technical Bid.

4. Final Acceptance:

Chief General Manager, NTSC, Okhla reserves the right without stating any reason to accept or reject in full or any part of this Tender at any stage of this Tender process.

5. Quantity :

Price to be quoted for for supply & installation 25 number of Split Air Conditioners with Voltage Stabilizers. However, this quantity of Split AC is tentative and may change at the time of placing the Supply Order.

Signature of the Tenderer,
Name, Designation of the Signatory,
Seal of the Company,
Date:

6. Price:

- a) The price shall be with discount if any, for an **educational Institution** and it shall be final & firm including all applicable taxes. The rates quoted shall be all inclusive, for delivery up to destination. The Corporation will not issue Forms C and/ or D. The tenderer should note this while quoting the rates. The price shall be quoted both in figures and words.
- b) The Tenderer shall submit the copy of PAN, TIN registration details along with the Technical bid.

7. Payment:

- a) 100% Payment will be made after 10 days from the date of successful installation for which the tenderer shall submit bills in duplicate (original + copy) giving the reference number of the Supply Order along with delivery note and all relevant documents related to Supply & Installation. Acceptance of nominated official is required for release of payment.
- b) No extra payment shall be paid on account of any discrepancy in nomenclature of items. The bidder shall seek clarifications if any, before submitting the bid.

8. Service Facility:

In order to ensure proper and timely after sales service, contact details with addresses of Service Centre nearest to Okhla, Delhi shall be provided along with the bid.

9. Dispute:

In the event of any dispute at any stage the legal matter shall be subjected to the jurisdiction of Delhi Courts only.

Signature of the Tenderer,
Name, Designation of the Signatory,
Seal of the Company,
Date:

Annexure – 'A'

TECHNICAL SPECIFICATION FOR SUPPLY OF SPLIT AIR CONDITIONERS

Specifications

- i) Capacity: 1.5 ton
- ii) Star Rating: 5
- iii) Energy Efficiency Ratio ≥ 3.6
- iv) Cooling Capacity ≥ 5250 watts
- v) Refrigerant: Environment Friendly R410a
- vi) Condenser type: Copper (Grooved)
- vii) Compressor – Rotary
- viii) Supply: 220V, Single phase

Accessories:

- i) At least 12 feet copper pipe has to be supplied along with the machine.
- ii) Triple step Stabilizer with copper coil
- iii) All accessories which shall be required to install the AC (including MS Angle Stand, minimum 2.5 meter drain pipe) at site.
- iv) Remote with battery.

Note:

- i. Installation has to be made by the Supplier without any extra charges.
- ii. Indoor and outdoor unit motors shall be operated by AC volts only.
- iii. The supplier shall be liable for warranty for a minimum period of 12 months for AC & 5 years for compressor.

Signature of the Tenderer,
Name, Designation of the Signatory,
Seal of the Company,
Date:

Annexure-‘B’

TECHNICAL BID

- Tender NTSC/OK/COMPTRG/AC/2017-18/33
- Name of Tenderer:
- Complete office address of Tenderer.....
.....
- PAN
- VAT registration number
- Contact details of authorized person of tenderer who have signed the tender.
 - a. Name.....
 - b. Designation.....
 - c. Phone (Office).....Phone (Mobile).....
 - d. E mail.....

• **EMD & Tender Fee payment details:**

EMD & Tender Fee payment bank details (as mentioned at page no 4) transferred to NSIC Ltd. – NTSC A/c OR Exemption certificate must be attached with Technical Bid.

In case payment is not paid through online (RTGS/NIFT/Digital means transferred) Demand Draft must be enclosed with Technical Bid.

Signature of the Tenderer,
Name, Designation of the Signatory,
Seal of the Company,
Date:

Brand & Model Name of Split Air Conditioner: _____

Brand & Model Name of Voltage Stabilizer : _____

<u>Technical Specifications</u>	Confirm to supply (Yes//No)
Capacity: 1.5 ton	
Star Rating: 5	
Energy Efficiency Ratio ≥ 3.6	
Cooling Capacity ≥ 5250 watts	
Refrigerant: R410a	
Compressor – Rotary	
Condenser type: Copper (Grooved)	
MS Angle Stand for outdoor unit	
Supply phase: 220V, single	
12 feet copper pipe, 2.5 meter drain pipe & Power chord and all accessories, required to install the AC	
Triple step stabilizer with copper coil	
Remote with battery	
Heavy Duty Stand for Outdoor Unit	
Installation without any extra charges	
Indoor and outdoor unit motors shall be operated by AC volts only	
Warranty: 12 months for AC & 5 years for compressor.	

Mandatory Documents to be enclosed with the Technical Bid:-

- Duly signed with stamp all pages of Tender documents as a mark of your acceptance.
- Undertaking on letterhead as per **Annexure – 'D' enclosed.**
- Technical Bid duly filled and signed with stamp
- Technical brochure of AC model being offered
- Photo copies of PAN, VAT registration.
- Photo copy of document authenticating eligibility towards EMD exemption, if awarded.
- In case EMD & Tender fee payment made through RTGS/NIFT/Digital/ means transferred to "NSIC Ltd. – NTSC A/c", Information details shall be enclosed with the Technical Bid.
- In case EMD / Tender fee payment made through Demand Draft. The Demand Drafts shall be provided with the Technical Bid.

Signature of the Tenderer,
Name, Designation of the Signatory,
Seal of the Company,
Date:

Annexure – 'C'

COMMERCIAL BID

1. Tender NTSC/OK/COMPTRG/AC/2017-18/33
2. Name of the Tenderer:
3. The offer with rates for the schedule of requirements of items, as elaborated under, to be submitted. Adhering to the format given below is a pre-requisite for considering your quotations:

S.No.	Description	Quantity Required	Amount in Rs.	
			Rate for single Qty.	Total Amount (in Rupees)
A.	Supply & Installation of 1.5 TON Split AC with Stabilizer & Accessories (As specified at Annexure "A") Brand & Model No. of Air Conditioner Brand & Model No. of Voltage Stabilizer	25 Nos.		
B.	Duties and taxes a) VAT @ Any other taxes or charges a) b) c)			
TOTAL IN FIGURE (A+B)				

TOTAL IN WORDS (A+B):
(Value inclusive all)

The above quoted total price should be inclusive of all applicable taxes & duties and cartage FOR destination i.e. NSIC Technical Services Centre, Okhla, Phase III, New Delhi - 110020.

The price competitiveness of total price shall be given due consideration while analyzing the Commercial Bid.

The NTSC will not issue any form toward rebate / exclusion of Sales Tax/VAT etc.

Note : In case, any extra material like copper pipe or drain pipe or power chord is used at the time of installation, same shall be provided by NTSC.

Signature of the Tenderer,
Name, Designation of the Signatory,
Seal of the Company,
Date:

Annexure – 'D'

UNDERTAKING **(On Company's Letterhead)**

- We declare that we are not a defaulter to any Govt. organization/PSU since last 2 years from the date of issue of this tender no **NTSC/OK/COMP/TRG/2017-18/33** due to non-Supply & faulty installation of material for any reason as agreed to Supply & Installation in stipulated time.
- We will be liable for any manufacturing defect for a period of 12 months. Within this period product shall be repaired at our own cost. In case of product is not repaired within 3 days, it shall be repaired by NTSC, Okhla, New Delhi-110020 and we shall be liable to compensate total cost.
- We confirm with our acceptance to the Tender Terms & Conditions.
- We also confirm that this Tender has been thoroughly read and instructions have been followed while filling up the Tender and all information are true to the best of our knowledge.

******END OF TENDER DOCUMENT******

Signature of the Tenderer,
Name, Designation of the Signatory,
Seal of the Company,
Date: