

CA NO : HMI/HOSTEL/NON VEG /CONTRACT/ 3/2019-20

NOTICE INVITING TENDER

1. Sealed tenders are invited by Principal **Himalayan Mountaineering Institute, Darjeeling**(hereafter referred to as **HMI**) for SUPPLY OF NON VEG ITEMS, TO HMI DARJEELING AND YUKSOM (SIKKIM) ON AS AND WHEN REQUIRED BASIS.

2. **Estimated cost of Supply of goods:** Rs 12.00 Lakhs

3. **Period of Contract :** 12 Months (01 Apr 2019 to 31 Mar 2020)

4. **Tender documents:** Tender documents may be downloaded from HMI website www.hmidarjeeling.com and submitted along with the bid. Cost of tender document is ₹ 1000 this may be paid in the shape of through online transfer/direct deposit. (**SBI Darjeeling Current A/c No: 10833264757 IFS Code: SBIN0000063**). Vendors downloading tender documents from HMI website may submit the tender along with proof of payment of tender cost. (No need to apply separately for the tender documents). Alternatively Cash/Printout/receipt of online/direct deposit to be submitted in the office of Principal, HMI during working hours i.e. Mon-Sat, 0930 to 1630 hrs to obtain the tender documents.

5. **Address** : Sealed tender documents may be dropped in the tender drop box in accounts section of HMI or sent by registered post to **Principal, Himalayan Mountaineering Institute, Jawahar Parvat, Darjeeling, West Bengal-734101**. Name of the tender must be clearly mentioned on cover.

6. The sealed tender should contain both **Technical Bid** and **Financial Bid** in two separate sealed envelopes inside the main cover. Technical bid / financial bid should be clearly written on each of these envelopes. Every page of the tender documents must be signed by the vendor along with rubber stamp of the firm. Photocopy of technical bid documents are to be self-attested. (Technical bid documents as per para 9).

7. The **FINANCIAL OFFER** of the prospective tenderer will be considered only if the **TECHNICAL BID** of the tenderer is found qualified by the **Tender Committee formed by the Principal, Himalayan Mountaineering Institute, Darjeeling** .The decision of the Tender Committee will be final and absolute in this respect.

8. Date and time schedule :-

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|-----|-------------------------------------|---|---------------------------|
| (a) | Date of publishing of tender | : | 25 Feb 2019 |
| (b) | Bid submission start date | : | 26 Feb 2019 (1000 Hrs) |
| (c) | Bid submission end date | : | 12 March 2019 (1700 Hrs) |
| (d) | Date/Time for opening technical bid | : | 13 March 2019 (1100 Hrs) |
| (e) | Date/Time for opening financial bid | : | 14 March 2019 (1100 Hrs) |

9. **Eligibility Criteria** :-

(a) PAN card, Bank account details (account number, branch, IFS code etc.), proof of tender cost payment and EMD Fee (receipt/printout/chalan), Trade license certificate, GST Registration certificate, Income tax acknowledgement receipt is to be accompanied with technical bid document.

(b) The eligibility of a bidder will be ascertained on the basis of the self-attested documents in support of the minimum criteria as mentioned in para(a) above. If any document submitted by a bidder is found manufactured or false, the eligibility of the bidder will be out rightly rejected at any stage without any prejudice.

10. Qualification criteria: Eligibility of each bidder would be determined through a tender Committee. The bidders shall have to meet all the minimum criteria regarding:

- (a) Financial Capacity
- (b) Capability of delivering the desired goods and services
- (c) Experience/Credential

11. The eligibility of a bidder will be ascertained on the basis of the document(s) in support of the minimum criteria as mentioned in (a), (b) & (c) above.

12. Escalation of Price on any ground and consequent cost overrun shall not be entertained under any circumstances. Rates should be quoted accordingly.

13. No, mobilization advance are applicable and there shall be no provision of arbitration.

14. **Payment:** Payment would be made in the form of cheque / bank transfer within 90 days of delivery of goods to the satisfaction of principal HMI. Deduction of TDS, GST & Other tax, if applicable shall be made as per rule in vogue. The tender value is inclusive of all direct & indirect taxes (GST, Labour Welfare Cess etc).

15. Bidders are to deposit **earnest money** of Rs 10,000 in the form of online transfer/direct deposit to account number specified in para 4. The earnest money would be refunded after the completion of contract period subject to conditions mentioned in para 23.

16. Bidders at their own responsibility and risk are encouraged to visit and examine the site of work and its surrounding and obtain all information that may be necessary for preparing the tender and entering into a contract for the work as mentioned in the notice inviting tender. The cost of visiting the site shall be borne by the bidder.

17. The bidder must clearly understand that no cost of bidding shall be reimbursable by the institute irrespective of the outcome of the present invitation of Bids. The Principal HMI Darjeeling reserves the right to reject any application for purchasing Bid documents and to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by bidders at any stage of bidding.

18. All intending bidders are requested to be present in the office of “The Principal HMI Darjeeling” at the time of opening of tender. No representation/objection will be entertained after opening of tender. No informal tender will be entertained in the bid further.
19. NO CONDITIONAL /INCOMPLETE TENDER will be accepted under any circumstances.
20. Quoting of multiple lowest rates will not be entertained by the Institute.
21. The Principal HMI Darjeeling reserves the right to cancel the NIT due to unavoidable circumstances and no claim in this respect will be entertained.
22. The undersigned reserves the right to increase or decrease the volume of any item and add new item or withdraw any item(s) at his discretion at any point of time during execution of the works.
23. The undersigned reserves the right to cancel the agreement at any point of time within the schedule of completion of the tendered work. Earnest money deposited would not be refunded if works are not satisfactory, delayed or violate any term & condition as per agreement by contractor.
24. If any discrepancy arises between two similar clauses on different notifications, the clauses as stated in later notification will supersede former one in the following sequence.
 - (a) NIT
 - (b) Special terms & conditions
 - (c) Technical Bid
 - (d) Financial Bid
25. Contractor will not be allowed to execute the work by subletting or through power of attorney holder on his behalf to a third party / another firm except Sons / Daughters of Proprietor / Partner / Director and firm’s own employees.
26. In case of any dispute the decision of the tender committee will be final and binding.
27. The tender notice along-with all terms & conditions mentioned above will form the part of the agreement to be executed by the tenderer.
28. Rate offered in the estimate is final and bidder will not have any further claim for any revision, based on field reality.
29. The Tender inviting authority reserves the right to split the work amongst the lowest bidder, based on field reality.
30. The undersigned has the authority to reject any or all Tenders received without assigning any reason thereof.

31. Rate quoted in the BOQ (Bill of quantity) would be final and any typographical mistake in case of Unit, Rate, Quantity, Amount, nomenclature including description etc. would not be considered.

32. In case of any query please contact on landline No 0354-2254087.

Unit: Himalayan Mountaineering Institute

Case File : HMI/Hostel/Non Veg/ 3/18-19

Dated : 22 Feb 2019

Sd/-----
(Jai Kishan)
Group Captain
Principal, HMI Darjeeling

Distributions :-

1. HMI Website

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PARTICULAR SPECIFICATION OF TENDER

1. Rates quoted by the bidder should be inclusive of transport, delivery charges, and fluctuations in market prices from time to time during the period of the contract (if any). GST may be added at the time of billing. No other incidental charges will be entertained by the Institute.
2. Tender will be considered on the basis of comparative price, quality of service/items provided track record of the contractor and existence of back facilities.
3. Item wise lower will be decided and not on basis of total cost of all items.
4. The assurance for supply of items should be intimated to HMI two days before.
5. Services should be smooth and prompt.
6. All Non veg items should be free from liquid or any kind of adulteration, fresh, free from any disease and should be hygienic.
7. If the services not found prompt, the principal HMI Darjeeling reserves the right to cancel the contract at any time without any notice.
8. If eggs are found damaged in transportation, it will be the responsibility of supplier to replace the same.

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Sd/-----
(Jai Kishan)
Group Captain
Principal, HMI Darjeeling