

KERALA STATE BACKWARD CLASSES  
DEVELOPMENT CORPORATION LTD.,  
THIRUVANANTHAPURAM

No :4803/P1/2017/KSBCDC  
E Tender ID:2018\_BCDC\_244809\_2

TENDER NOTICE

**Sub:- Inviting e-tenders for the supply of 100 High Speed Sewing Machines at Kasaragod- Reg.**

The Managing Director, Kerala State Backward Classes Development Corporation Ltd., TC 27/588 (7)&(8), "Sentinel", Pattoor, Vanchiyoor P.O., Thiruvananthapuram – 695 035 invites two bid system e tenders for the supply of 100 Nos. of High Speed Sewing Machines at Kasaragod

Tender forms and other tender documents can be downloaded from the e-tender portal  
[www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in)

Name of Work	Supply of 100 No:s of High Speed Sewing Machines
Locations of delivery	Various offices of KSBCDC in the State of Kerala
Earnest Money Deposit	10,000/- (Rupees Ten Thousand Only)
Tender fees	1500 /- + Tax (12%)=1,680 (Rupees One Thousand Six Hundred & Eighty)
Tender Publishing Date	03/11/2018
Last Date and time for submission of bid	15/11/2018 17.00 Hrs
Technical bid opening	16/11/2018 17.30 Hrs
Financial bid opening	Will be informed after Technical Evaluation



**KERALA STATE BACKWARD CLASSES DEVELOPMENT**  
**CORPORATION LTD.**

**Tender for**  
**Supply of 100 High Speed Sewing**  
**Machines at Kasaragod District**

**Tender No.4803/P1/2017/KSBCDC**

**TENDER DOCUMENT**



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**NOTICE INVITING TENDER - SEC A-I**

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**Supply of 100 Sewing Machines at  
Kasaragod District**

**LAST DATE OF SUBMISSION UPTO**

**Issued to**

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**The Managing Director,  
Kerala State Backward Classes Development Corporation Ltd.  
TC 27/588(7) & (8), Sentinel, Pattoor  
Thiruvananthapuram – 695 035**

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**Tender Document Price Rs.1500/- + GST  
(Non-refundable)**



## NOTICE INVITING TENDER SEC – A-II

Name of the work : **Supply of 100 Sewing Machines**

The description, make and requirement of the items shall be as under :

SI No	Item	Total Qty	Installation location	Preferred Make
1	<b>High Speed Single Needle Direct Drive Lockstich Machine with Table</b>	100	Neeleshwaram Block Panchayat, Kasaragod <u>Location</u> : Address (Attached in Section F)	



NOTICE INVITING TENDER NO. 4803/P1/2017/KSBCDC

## NOTICE INVITING TENDER Sec - A - iii

Tenders are hereby invited by the undersigned, for the supply of 100 Sewing Machines as described above, from reputed, bonafide & resourceful suppliers.

Tenders are to be submitted in prescribed tender form along with Schedule of items of work,

- I. Documents regarding performance of works in State/Central PWD and other Departments and /or other Public Bodies or in a highly reputed company for a minimum value of 10 lakhs for a single contract & submitting attested copy/copies of the same duly signed by the tenderer. (Only completion certificate/s issued by the department shall be entertained)
- II. Valid and up-to-date Income Tax, GST and service Tax registration, Professional Tax registration Certificate & submitting attested copies of the same duly signed by the tenderer.

The above criteria as a guideline for minimum qualification.

For any information in item above found incorrect thereafter the tenderer will be liable to penal action like rejection of tender including forfeiture of Earnest Money/Security Deposit by the KSBCDC.

2. Along with the tender paper earnest money as mentioned below shall have to be submitted in the form of **Bank Draft in favour of KSBCDC or Cash**. Earnest money of successful tenderer will be converted to a part of Security Deposit and that of others will be released in due course, after finalization of the tender, in favour of the agency/ tenderer who purchased & submitted the same with his tender, without any interest, on prayer.
3. Tenderer must go through the tender papers, satisfy himself about the conditions of contract, well acquainted about the site conditions before submitting the tender. Intending tenderers are to quote their rates & amount against each item of work in the schedule of items of work for item rate tender or quote in lumpsum with a price break-up for different items and submit the same with tender form as applicable and total tendered amount both in figure & words. Tender paper, specification etc. are available in the Corporation's website [www.ksbcd.com](http://www.ksbcd.com)



4. In case of sudden closure of office on any scheduled last date(s) as indicated in this Notice Inviting Tender, due to reasons beyond control and understanding, the next working day with the same time will automatically be treated as scheduled Last date(s) & time for the same, if otherwise not notified separately. Receiving of application, sale of tender paper and its subsequent submission will not be allowed beyond the scheduled time & date(s).
5. The right is reserved by the officer inviting this tender to revise or amend the tender documents prior to the date notified for submission of the tender. Such revisions, amendments shall be notified in the form of addendum or corrigendum.

Name of Work	Earnest Money	Price of Tender Paper	Time of Completion
(i)	(ii)	(iii)	(iv)
<b>High Speed Single Needle Direct Drive Lockstich Machine with Table</b>	10,000	1,500+GST	15 days
(i) Tender Publishing Date	03/11/2018		
(ii) Last date & time of submission of Bids	15/11/2018, 5 p.m		
(iii) Date & time of opening of Technical Bids	16/11/2018,5.30 p.m		
(iv) Date & time of opening of Financial Bid	Will be informed		



## **SECTION-B**

### **TERMS & CONDITIONS**

#### **B.1 General Conditions:**

- a) Throughout the Tender document the term “ SUPPLIER” shall mean the successful Tenderer.
- b) The Notice inviting Tender, the Terms & Conditions, and the Specifications etc. will constitute the Tender Document Set.
- c) The Managing Director, KSBCDC reserves the right to accept or reject any tender offer without assigning any reason, whatsoever the Managing Director, KSBCDC is not bound to accept the lowest price offer.
- d) Current and valid income Tax Certificate, Service Tax Registration, Sales Tax Clearance Certificate dispensed with Sales Tax registration number (if any) or VAT and Valid Trade license Certificate should be submitted along with tender: otherwise the quotation would be ignored.
- e) The quoted rates should be inclusive of all taxes.
- f) A tender not conforming to the Terms and conditions and specifications mentioned in the tender documents is liable to be rejected.

#### **B. 2 Earnest Money :**

- a) Earnest Money. (non interest bearing) in the form of Bank Draft/Banker’s Cheque for Rs.10,000/- from any Nationalized Bank drawn in favour of Managing Director, KSBCDC, payable at Thiruvananthapuram, must be attached with the tender bid.
- b) The Earnest money deposit of unsuccessful Tenderers shall be refunded within three weeks from the date of final acceptance of the Tender.
- c) The Earnest money deposit will be forfeited in case the Tenderer withdraws his offer before finalization of the Tender.
- d) The Earnest money deposit of the successful Tenderer shall be forfeited if he fails to deposit the Security Money within the specified period.





### **B.3. Warranty and post Installation support:**

The successful Tenderer must furnish a warranty for Providing free post Installation Comprehensive support during a warranty period of 3 years from the date of successful installation and commissioning.

#### **Annual Maintenance Contract**

- a) Along with the Tender bid the Tenderer must quote charge for comprehensive Annual Maintenance Contract (AMC) applicable after the expiry of the period of warranty.
- b) Any Tender without quote for the AMC shall not be considered.
- c) The AMC shall include cost of transportation & halts of the servicing staff of the SUPPLIER and cost of any components that might require to be replaced in course of clearing faults.
- d) Department reserves the right for third party maintenance after expiry of the warranty period.
- e) The manufacturer/supplier should give undertaking that all component/spares would be made available and comprehensive support will be provided for a minimum period of five years.
- f) Comprehensive support will be as specified under Support and post Installation warranty.

### **B.5 Delivery:**

Free of cost delivery to the consignee at the premises Neeleshwaram Block Panchayat, Kasaragod within 15 days after placement of Purchase Order. Time of completion of entire work including commissioning at the location will be from the date of issue of order.

### **B.6 Late Delivery Clause:**

In case the SUPPLIER fails to supply the item within specified time frame (as mentioned in item (B.5) a penalty shall be imposed @ 1% per week or part thereof of the value of the delayed supply for each week of delay or part thereof and the Purchase Order shall be treated as cancelled and the security deposit will be forfeited.

### **B.7 Credentials and Pre-Qualifications of the Tenderer:**

- a) Attested copy of Authorized dealership/distribution certificate copy should enclosed. Orders will be placed only to genuine dealer/distributor of respective product.
- b) A profile of the bidding firm is to be enclosed in the attached Performa (Section-C)



- c) Submission of a tender will bind the Tenderer for acceptance of ALL the conditions specified in the tender document. It is understood and agreed that, the Tenderer after careful examination of the Tender Document and Specifications of the tender, has satisfied himself on the various terms, conditions and specifications set out therein, before offering the tender.

#### **B.8 Security Deposit:**

Tenderer shall deposit a sum which is equal to the 5% of the ordered value of the article to the KSBCDC in the form of Bank Draft /Bank Guarantee on any Nationalized Bank drawn in favour of Managing Director, KSBCDC. EMD shall be refunded after deposit of Initial SD of 5%.

- a) Within 7 days from the date of acceptance of tender/work order (Security Deposit will not carry any interest) with an intimation to the Managing Director, KSBCDC.
- b) An agreement is to be extended on Kerala stamp paper worth Rs 200/- within 7 days of receipt of W.O.
- c) Security Deposit will be forfeited for unsatisfactory performance by the supplier.

#### **B.9 Price Validity:**

3 months from the date of opening of the price bid.

#### **B.10 Payment Schedule:**

90 % of the payment will be paid on completion of supply and installation of the items and a certificate in this regard is received from the KSBCDC District Manager, Ksaragod and the rest 10% will be released after the warranty period. The bills, duly pre-receipted, should be submitted in triplicate along with two copies of signed delivery challans. All payments will be made along with two copies of signed delivery challans. All payments will be made by cheque in Indian Rupees/by E Payment.

#### **B.11 Terms and Conditions regarding submission of Tender:**

- C The tender document is not transferable.
- D Tender offer should be kept inside a sealed envelope. This sealed envelope should have to be put in another sealed envelope. Both the inner and outer envelopes are to be sealed with proper sealing wax and shellac. The envelopes should be addressed to: The Managing Director, Kerala State Backward Classes Development Corporation Ltd., TC.27/588(7)&(8), Sentinel, Pattoor, Thiruvananthapuram – 695 035.
- E All the envelopes containing the Tender offer shall be super scribed" Tender for Supply of 100 Sewing Machines".



- F Tender offer must refer to the notice Inviting Tender.
- G Each page of the Tender offer must be signed by the Tenderer or authorized signatory on behalf of the Tenderer.
- H Price must be quoted both in figure and words.
- g) The bidder shall quote unit price inclusive of all levy & taxes, packing, forwarding freight and insurance etc.
- h) The Tender submitted must not contain any ambiguity. In case of any ambiguity in the price offer, the amount quoted in words shall be considered.
- i) The Price quoted by the bidder shall remain fixed during the entire period of contract and shall not be subject to variation on any account. A bid submitted with an adjustable price quotation will be treated as non-responsive and rejected.
- k) The bidder should quote the items prices as per Schedules of Requirements given in section-E
- l) Canvassing in any form is forbidden and will amount to disqualification.
- m) The bidder should give a certificate that none of his/her near relative is working in the units where he is going to apply for the Tender .In case of proprietorship firm certificate will be given by the proprietor. For partnership firm certificate will be given by all partners and in case of limited companies by all the directors of the company excluding Govt. of India/Financial Institution nominees and independent non official part time directors appointed by Govt. of India or the Governor of the State.

**Due to breach of these conditions by the companies or form or any other person the Tender will be cancelled and bid security will be forfeited at any state whenever it is noticed and KSBCDC will not pay any damage to the company or firm or the concerned person.**

This company or firm or the person will also be debarred for further participation in the concerned unit.

**The format of the certificate to be given is as follows:**

"I \_\_\_\_\_ S/O \_\_\_\_\_  
\_\_\_\_\_ R/O \_\_\_\_\_ hereby certify that none of my relative (s) as defined in the tender document is/are employed in KSBCDC unit as per details given in tender document .In case at any stage it is found that the information given by me is false/incorrect. KSBCDC shall have the absolute right to take any action as deemed fit without any prior intimation to me.

Note:- Near relative includes

1. Member of a Hindu undivided family.
2. They are husband and wife.
3. Anyone related to the other in the manner as father, mother, son(s) and son's wife (daughter-in-law), brother(s) and brothers wife, sister(s) and sister's husband (brother-in-law).



**B. 12 Document to accompany the Tender Offer:**

Attested copies of the following documents:

- a) The Latest Income Tax PAN No. (the original of which may have to be produced by the successful Tenderer before the issue of the firm order)
- b) Latest Sales Tax Registration Certificate.
- c) Original earnest money deposit receipt.
- d) List of Credentials in favour of the Tenderer
- e) Original bids duly signed on each sheet
- f) ISO 9001:2000 Certificate (Preferable)
- g) Certificate of non employment of near relatives.

All the bidder or their authorized representatives should be present at the time of opening tender.

**B. 13 Evaluation:**

The tender will be evaluated in two stages. The technical bid will be evaluated first. The financial bids will be opened only for those bids, which are successful in technical evaluation and declared technically responsive.

**B. 13 Submission of bids:**

The bids shall have to be submitted in sealed envelop-“One for technical (Cover A) and other for financial (Cover B)”. Cover B shall contain only the price bid (as per format in Section E).

**B. 14 Ordered Quantity:**

The purchaser reserve the right to vary the quantity of any item by  $\pm 25\%$  within the price validity period

**B. 13 Disputes and Arbitration:**

- a) In the event of any doubt, dispute or differences arising under the Tender Agreement or in connection wherewith except as to matters the decision on which is specifically under the terms and Conditions of this Tender. The same shall be referred to the sole arbitration of the Managing Director, Kerala State Backward Classes Development Corporation Ltd. or any other appointed by him as the Arbitrator.
- b) No objection to any such appointment on any ground shall be entertained however, the Arbitrator will not be one who had an opportunity to deal with the matter to which the agreement relates to or that in the course of his duties has expressed his view, on all or any of the matters in dispute or in difference.
- c) The award of the Arbitrator shall be final and binding on the parties.



- d) All incidental expenses in the arbitration proceeding will be borne by the party as directed by the arbitrator.
- e) The venue of the Arbitration proceeding will be Trivandrum, Kerala.
- f) Case against any Award /Awards made by the sole Arbitrator hereunder shall be filled in the concerned Courts in the city of Kerala only.

#### **B.17 Modification or withdrawal of offer**

- a) Any bidder can modify, substitute or withdraw his bid after bid submission provided that written notice of such modification or withdrawal is received by designated officer "Prior to the deadline fixed for submission of bids". This notice should be in writing and delivered in sealed and marked envelope additionally marked "Modification" or "Withdrawal" before deadline fixed for submission of bids.

#### **B.18 Technical Support and Post Installation warranty**

- a) The bidder shall have proper office in Kerala to support and service.
- b) If the After-sales-service is provided by a separate agency/third party, it should either be an Authorised service centre or certified by the original Equipment Manufacturer (OEM)
- c) Terms and conditions of service support should be mentioned in the offer, the price of AMC to be indicated in the price bid separately.

#### **Agreement**

After receipt of work order an agreement as per proforma shall be signed between the agency and the Board which will contain all the signed tender document including the price bid and all the correspondences. The agreement to be inked on a Non-judicial stamp paper of minimum Rs.200/-.

#### **Training**

At the time of installation of sewing machine, the agency shall train the beneficiaries with regard to the operational mechanism



## SECTION-C

### Performa for Tenderer's Profile

#### **C.1 Information about Tenderer (To be submitted along with the Tender):**

1. Name of the Firm :
2. Registered Address :
3. Contact Phone Number(s) :
4. FAX Number :
5. Whether the Firm a :  
i) Central /State Govt. Undertaking :
6. Sole Proprietary Co. or Partnership :  
Firm/(P) Ltd. Co.
7. Name of Sole Proprietor Or Names of :  
Partners/Directors.
8. Name of Person Authorized to sign :  
Tender bid & negotiate and the capacity  
in which he is authorized
9. Permanent Income Tax A/C No. :
10. Engaged in the Business of Manufacture :  
/Supply of the items since when.
11. Company Profile indicating Level of :  
Expertise available, with supporting  
reference (Extra Sheet/s may be attached).
11. Annual Turnover for last two years :  
quantity of work-wise.  
+ in number of executed Work Orders  
+ the Bill Amounts.
12. A list (with full addresses) of prominent :  
organizations where the bidding Firm  
have undertaken similar suppliers.



## SECTION-D

### Other Specific Conditions & Technical Specifications

Sl.No	Description	Technical Specification
1	High Speed Single Needle Direct Drive Lockstitch Sewing Machine with Table (100 numbers)	Maximum Stitch length -5 mm Pressure foot lifting height 5-13 Max. Speed (s.p.m) – 4500 -5000 Needle bar stroke – 30.7 mm Hook - Automatic lubricating full rotary hook. Needle – DB × 1-14

Tender Conditions specific to the item to be supplied are given below.

- a) Items have to be supplied at the premises of Nileshwar Block Panchayat, Kasargod.
- b) The bidder should be a manufacturer of sewing machine or an authorized distributor of manufacturer.
- c) The bidder should have supplied similar equipments to reputed institutions.
- d) The equipment must be demonstrated by the supplier at Nileshwar Block Panchayat, Kasargod within 10 days after delivery of goods.
- e) Installation of the sewing machines have to be done by the supplier.
- f) 3 years onsite warranty has to be provided for the machines supplied. Specific terms regarding the warranty shall be specified.
- g) The bidder should have service network and competent technical personnel in Kasargod District to provide technical support including servicing and supply of spares during the warranty period.
- h) The technical details and specifications of the items must be indicated clearly point by point conforming to the description of the specifications enclosed to this tender.
- i) The rate quoted shall be inclusive of the cost of the machinery (inclusive of all taxes), installation charges, one time free demonstration of the machine and 3 years onsite warranty
- j) The prices quoted must be valid for a period of three months from the date of opening of the tender. No upward changes in prices will be acceptable in any condition after opening of tender.
- k) No advance payment will be made to any supplier. The payment will be made against bill only after supply of goods in good working condition and satisfactory installation.

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