

Tender Document

Tender Document No.: ICAT/T/HR/UN-FAB/2022-23/238

Dated: 23rd March' 2023

The Director, International Centre for Automotive Technology (ICAT), a division of National Automotive Board (NAB), Govt. of India, hereby **invites sealed segregated bids (technical + financial in separate sealed envelope)** for **“Supply of ICAT Uniform Fabric (As per specification given in bid document)”** at ICAT, Manesar as per following details:

Tender Activity Schedule

Product Description	Supply of ICAT Uniform Fabric (Suiting and Shirting) As Per Specification Given In Bid Document
Quantity	Suiting Fabric: 2300 Meters. Shirting Fabric: 4300 Meters
Technical Specification of the Fabric	<p><u>Technical Specification of Suiting and Shirting Fabric</u> <u>Shirting Fabric Technical Specification</u></p> <ul style="list-style-type: none"> • Count: 60*50 • Blend/Composition (In %): 100% Cotton • Weight (In GSM): 1.33 • Width of Fabric: 58 • Weave/Twill Weave/Plain: Twill Weave Satin <p><u>Suiting Fabric Technical Specification</u></p> <ul style="list-style-type: none"> • Count: 2*30 • Blend/Composition (In %): Poly Viscose • Weight (In GSM): 350 Gms • Width of Fabric: 58 • Weave/Twill Weave/Plain: Twill Weave
Minimum Eligibility Criteria	As per Minimum Eligibility Given in Bid Document (Point Nos. 4 & 5 of Tender Terms & Conditions)
Payment Terms	100% Payment against receipt of defect free material at ICAT Site and Submission of Invoice.
Penalty for Substandard/Inferior Quality	As per Point No. 15 of the Tender Terms & Conditions
Delivery/Completion Period	The delivery has to be effected within 60 days from the date of sample approval by ICAT (As per Point No. 14 of the Tender Terms & Conditions)
Liquidity Damages (LD)	In the event of delay in delivery/completion of work as per the given schedule, liquidated damages 0.5% of the value of the purchase/work order as per week delay, treating part of week as one whole week subject to maximum of 10% of the value ordered will be deducted while making payment (As per Point No. 18 of the Tender Terms & Conditions)

Bid Validity	365 Days
Delivery Address	International Centre For Automotive Technology Plot No. 26, Sector - 3, Near HSIIDC Office, IMT Manesar, Gurugram 122051 (Haryana - India)
Billing Address	International Centre For Automotive Technology Plot No. 26, Sector - 3, Near HSIIDC Office, IMT Manesar, Gurugram 122051 (Haryana - India) GST No. 06AABAN9435G2ZI
Last Date of submission of Sealed Techno-Commercial Bid	Up to 17:00 Hrs. on 13th April' 2023, at ICAT Centre - 1, Manesar, Gurgaon, India.
<ul style="list-style-type: none"> Bidders to comply with Rule 144 (xi) of GFR 2017 (refer Office Memorandum of Department of Expenditure dated 23rd July 2020 https://doe.gov.in/sites/default/files/OM%20dated%2023.07.2020.pdf) Preference to Make in India: As per the revised order issued by Department of Industrial Policy and Promotion (DIPP) vide No. P-45021/2/2017-PP (BE-II) dated 04.06.2020. The purchaser reserves the right to give preference to the local supplier. https://dpiit.gov.in/sites/default/files/PPP%20MII%20Order%20dated%204th%20June%202020.pdf 	
<p>Sealed Envelope should be marked with “Supply of Uniform Fabric (Suiting and Shirting Fabric)” at ICAT Centre - 1, IMT Manesar (Haryana)”</p> <p>Interested suppliers/service providers who meet our requirements should submit no regret techno commercial bids along with support documents requested in minimum eligibility criteria in a sealed envelope latest by 17:00 Hrs. on 13th April' 2023 at below given address</p> <p>To, The Purchase Department, International Centre For Automotive Technology Plot N. 26, Sector-3, HSIIDC, IMT Manesar Gurugram 122051 (Haryana) Contact No. +91 9971150821</p> <p>Note: ICAT reserves the right to reject/modify/cancel the tender without assigning any reason thereof.</p>	

Tender Terms & Conditions

1. **Product Description:** Supply of Uniform Fabric (Suiting & Shirting) As Per Specification Given In Bid Document.
2. **Quantity:**
 - Suiting Fabric: 2,300 Meters.
 - Shirting Fabric: 4,300 Meters.
3. **Technical Specification of the Fabric:**

Shirting Fabric Technical Specification

- Count: 60*50
- Blend/Composition (In %): 100% Cotton
- Weight (In GSM): 1.33
- Width of Fabric: 58
- Weave/Twill Weave/Plain: Twill Weave Satin

Suiting Fabric Technical Specification

- Count: 2*30
- Blend/Composition (In %): Poly Viscose
- Weight (In GSM): 350 Gms
- Width of Fabric: 58
- Weave/Twill Weave/Plain: Twill Weave

4. Bidders are required to submit their Bids in two parts in a sealed envelope, superscribed "Bid for Tender No. ICAT/T/HR/UN-FAB/2022-23/238, containing two separate sealed envelopes, as given below. The sealed bids should be submitted at ICAT, Manesar before the closure of bid submission date/time

Part 1: Technical Proposal for "Tender No. ICAT/T/HR/UN-FAB/2022-23/238 (Complete Stamped and Signed Copy of Tender Document and Supporting Documents of Minimum Eligibility Criteria & Annexure I & V).

Part 2: Financial Proposal for "Tender No. ICAT/T/HR/UN-FAB/2022-23/238 (Annexure-VI Financial Proposal)

Bid to be submitted in a sealed envelope latest by 13th April' 2023 Up to 1700 Hrs. to

**Purchase Department
International Centre for Automotive Technology
Plot No # 26, Sector-3, HSIIDC, IMT Manesar,
Gurugram-122051**

5. **Minimum Eligibility Criteria:** The bidder whose bid meet the following eligibility criteria would only be considered
 - Bidders should an Indian Company/Firm engaged in supplying Uniform Fabric/Cloth in Bulk in Delhi/NCR and having its Office (Head Office/Regional/Branch Office in Delhi/NCR).
 - Bidders should preferably have (manufacturing firms), Quality Assurance certification like ISO 9001, IS/BIS/CE/FDA Certification. Copies of the same are to be produced with the Tender.

- Bidders have authorization from manufacturer against this tender valid throughout the period of the contract, in case of firm (s) is not manufacturer of the items (Original copy has to be attached).
- Having minimum 3 Years of experience of supplying uniform fabric in bulk to the Central/State Departments/Ministries of the Government of India/PSUs/Autonomous Bodies/Reputed Private Institutions (two copies of Purchase Orders received from Central/State Departments/Ministries of the Government of India/PSUs/Autonomous Bodies/Reputed Private Institutions during the last three years should be enclosed).
- Bidders should have average annual turnover over the last three financial years shall be minimum INR 25 Lakh (Rupees Twenty Five Lakh Only).
- Not have been blacklisted by the Depts./Ministries of Govt. of India/PSUs (Declaration has to be submitted in the specified format given at **Annexure - II**).

Note:

- **However, it is informed that mere fulfillment of minimum eligibility criteria does not entitle the firm to demand that their financial bid be evaluated.**
- If the bidder fails to submit the authenticated documents in support of his/their credentials as specified in tender documents, his/their tender will liable to be rejected summarily.
- **It is mandatory for the bidder to comply with the complete technical requirement along with minimum eligibility criteria given in the bid document. In the event the bidder does not comply with requirement given in the bid document, he shall be disqualified and any deviation proposed on requirement from the bidder end will not be considered at all. Disqualified bidders will not be eligible to make any claim. Those bidders who meet our bid requirements will be moved forward for financial evaluation. The order would be awarded to the L1 bidder among the technically qualified bidders.**

6. Bids Without Samples of the Cloth/Fabric will be Rejected Summarily:

The samples and the catalogue of Fabric/Cloth in various colour/shades, quality, company should be furnished with its rates, colour, quality number, company etc. including the composition of fabric i.e., percentage of cotton, viscose, polyester and other yarn.

7. Rejection of Incomplete and Conditional Tenders:

The incomplete and conditional tenders will be rejected. Quoting unrealistic rates will be treated and disqualification.

8. Non Transferability: This tender is non-transferable.

9. Delivery Terms: FOR Up to ICAT Site (Inclusive of Packing, Forwarding, Transportation and Unloading of Material at ICAT Site.)

10. Delivery/Billing Address: International Centre For Automotive Technology, Plot No. 26, Sector - 3, Near HSIIDC Office, IMT Manesar, Gurgaon 122051, GST No. 06AABAN9435G2ZI

11. Bid Prices:

- **The Rate/Prices should be quoted in Indian Rupees only in words as well as figures. GST, Packing, Forwarding and Transportation, etc., as applicable should be quoted separately. If these levies are included in the price quoted without given the break up details such bids will summarily be rejected.**

- Only one price should be quoted for each item and if more than one price is quoted under different options the rate quoted by the bidder in the first option only will be valid and considered for evaluation.
- Rates/Prices should be valid for one year from the date of signing of the agreement. Rates/Prices shall not be increased during the entire period of the contract.

12. Period of Validity of Bids:

The bid shall remain valid and open for acceptance for a period of **365 days (12 Months)** from the last date fixed for receiving the same. A bid valid for a shorter period shall be rejected by the Purchaser as non-responsive.

13. Singing of the Bids:

- The bid shall be typed or printed. All pages of the document shall be numbered consecutively and shall be signed by the bidder as proof of having read the contents therein and in acceptance thereof.
- All entries in the bid form should be legible and filled clearly. If the space for furnishing information is not sufficient, separate sheet duly signed by the authorized signatory may be attached.
- The bid shall contain no interlineations, erasers or overwriting except as necessary to correct errors made by the bidder in which case corrections shall be signed by the person/persons signing the bid.

14. Purchaser's Rights:

- ICAT reserves the right to accept/reject any or all the Bids in whole or in part and annul the bidding process without assigning any reason whatsoever.
- ICAT reserves the right to award contract to more than one Bidder.
- ICAT reserves the right to relax/withdraw any of the terms and conditions mentioned in the Tender Document so as to overcome any problem encountered during the selection of the bidders and also during the course of execution of the contract.
- If a firm after award of the contract violates any of the terms and conditions, fails to honor its bid without sufficient grounds and within reasonable time it shall be liable for blacklisting for suitable period.

15. Delivery Period:

The delivery has to be effected within **60 days** from the date of sample approval by ICAT. The name and mobile number of the nodal person, who can be contacted at any time, even beyond office hours and on holidays should be provided to ICAT.

16. Penalty for Substandard/Inferior Quality:

- A penalty of **20%** of PO's shall be imposed on the supplier for any substandard (inferior quality)/incomplete supply along with cancellation of purchase/work order. Further, the firm is also liable for blacklisting.
- If the selected bidder/firm does not supply the items within the stipulated period may be indicated by ICAT. ICAT reserves the right to arrange the supply from another firm and the bidder will have to reimburse the additional expenditure, if any, incurred by ICAT.
- ICAT reserves the right to reject the cloth/fabric or livery item in case that is not supplied as per quality/design colour of sample approved or found to be inferior quality and are not of requisite quality, the same will have to be replaced with immediate effect and other action, as deemed fit, will be taken against the firm.

17. Mode of Payment:

- Payment against Bill/Invoice shall be released only after execution of the supply order and the quality of the items are found to the satisfaction of the ICAT. Payment will be made direct to the supplier through A/c Payee Cheque/ECS only.
- No request for other mode of payment will be entertained. No advance payment be made in any case.
- No payment will be made for goods rejected at the Purchaser's site on testing.

18. Change in Quantity:

Quantity is given in the financial bid is approximate depending on the usage of the Purchaser/ICAT. It may vary depending upon the actual usage. The Purchaser/ICAT reserves the right to vary the quantity mentioned.

19. Liquidity Damages (LD Clause):

In the event of delay in delivery/completion of work as per the given schedule, liquidated damages 0.5% of the value of the purchase/work order as per week delay, treating part of week as one whole week subject to maximum of 10% of the value ordered will be deducted while making payment.

20. Right to accept any Bid, to reject any or all Bids:

ICAT reserves the right to accept or reject any bid including lowest and to annul the bidding process and reject all bids, at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligations to inform the affected bidder or bidders of the grounds for the said action.

21. Force Majeure:

If, at any time, during the continuance of this contract, the performance in whole or part by either part of any obligation under this contract is prevented or delayed by reasons of any war of hostility, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts or act of God (hereinafter referred to as events) provided notice of happenings of such eventuality is given by either part to the other within 21 days from the date of occurrence thereof, neither party shall be reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against other in respect of such non-performance or delay in performance, and deliveries under the contract shall be resumed as soon as practicable after such an event come to an end or cease to exist, and the decision of the Purchaser as to whether the deliveries have been so resumed or not shall be final and conclusive. Further that if the performance in whole or part any obligation under this contract is prevented or delayed by reasons of any such event for a period exceeding 60 days, either party may, at its option, terminate the contract.

22. Settlement of Disputes:

All disputes, differences and questions arising out of or in any way touching or concerning this agreement or subject matter thereof or the representative rights, duties or liability of the parties shall be referred to the sole arbitration of the Director ICAT or any person nominated by him. The arbitration shall be in accordance with the Arbitration and Conciliation Act, 1996. The arbitrator shall be entitled to extend the time or arbitration proceedings with consent of the parties. No part of the agreement shall be suspended on the ground of pending arbitration proceedings.

23. Termination for Default:

- 20.1 The purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the supplier, terminate this contract in whole or in part, if
- The supplier fails to deliver any or all the goods/items within the time period(s) specified in the PO, or any extension thereof granted by the purchaser;
 - The supplier fails to perform any other obligation(s) under the Contract; and
 - The supplier, in either of the above circumstances, does not remedy his failure within a period of 15 days (or such longer period as the purchaser may authorize in writing) after receipt of the default notice from the purchaser.
- 20.2 In the event the purchaser terminates the contract in whole or in part pursuant to para 20.1 the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods similar to those undelivered and the supplier shall be liable to the Purchaser for any excess cost for such similar goods. However, the supplier shall continue the performance of the contract to the extent not terminated.

24. Termination of Insolvency:

The purchaser may at any time terminate the Contract by giving written notice to the Supplier, without compensation to the supplier. If the supplier becomes bankrupt or otherwise insolvent as declared by the competent court provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

25. The detailed list of documents and information required to be submitted:

- Registration Certificate as per existing norms (Indicating the legal status - company/partnership firm/proprietorship concern, etc.)
- Copy of GST Registration Certificate.
- Copy of PAN Card
- Copies of Income Tax Return filed for Last 3 Financial Years.
- Copies of audited A/c Statements i.e. Balance Sheets and Profit & Loss A/c for last 3 Financial Years.
- Copies of Quality Assurance Certification like ISO 9001, ISI/BIS/CE/FDA Certification.
- Original copy of authorization from manufacturer against this tender valid through the contract period, in case the firm is not a manufacturer of the item.
- Proof of experience in supplying to State/Government Departments/PSUs/Autonomous Bodies/Reputed Private Institutions (two copies of Purchase Orders received from Central/State Departments/Ministries of the Government of India/PSUs/Autonomous Bodies/Reputed Private Institutions during the last three years should be enclosed).
- Declaration regarding blacklisting or other (Annexure II)

26. In case of any technical and commercial queries, please feel free to contact undersigned

For Technical Query:

Contact Person: Ms. Shimona Siwatch

Email ID: shimona.siwatch@icat.in

For Commercial Query:

Contact Person: Mr. Vikas Sharma - Purchase Department

Contact: +91 - 9971150821

Email ID: vikas.sharma@icat.in

Annexure I
Checklist (Information/Documents to be submitted along with the Bid)

1	Name of the Bidder	
2	Address of the Bidder	
3	Contact Details of the Bidder	
	Telephone No. With STD Code	
	Fax No.	
	Moble No.	
	E-mail ID	
	Website, if any	
4	Name of Proprietor/Partners/Directors of Firm/Agency	
5	Bidder Bank Details:	
	Name of Account Holder	
	Complete A/c No. (Current/Savings)	
	Name of Bank	
	Name of the Branch with Complete Address	
	IFS Code of the Branch	
	9 Digit MICR Code of the Branch	
6	Registration and Incorporation Particulars of the bidder indicating legal status such as Company, partnership/proprietorship concern, etc (Please attached copies of the relevant documents/certificates)	
7	GST Registration Details	
8	Copies of Permanent Income Tax Number (PAN)/Income Tax Circle	
9	Copies of Income Tax Returns Filed for the Last Three Financial Years should be attached	
10	Annual Turnover for the Last Three Years (Audited A/c Statements such as Profit & Loss A/c, Balance Sheets, etc for the last three financial years should be attached)	
11	Original Copy of Authorisation From Manufacturer Against this Tender Valid Throughout the Contract Period,	

	in case the firm is not a manufacturer of the item.	
12	Proof of experience in supplying to State/Government Departments/PSUs/Autonomous Bodies/Reputed Private Institutions (two copies of Purchase Orders received from Central/State Departments/Ministries of the Government of India/PSUs/Autonomous Bodies/Reputed Private Institutions during the last three years should be enclosed).	
13	Declaration regarding blacklisting or otherwise by the government departments as given in Annexure II	
14	The tender document (all pages) duly signed and stamped as proof of having read the contents therein and in acceptance thereof should be enclosed	
15	No/Quantity of Samples (Enclosed), if any.	
16	Details of Award/Certificates of merit etc. if any, received from any organization (Please attach copy of the certificates, if any)	
17	Any other information document: Please specify	

Annexure II

(Format of Undertaking, to be furnished in Company Letter Head With Regard to Blacklisting/Non-Debarment, By Organization)

Undertaking Regarding Blacklisting/Non-Debrment

To,
Director ICAT,
International Centre For Automotive Technology
Plot No. 26, Sector - 3, Near HSIIDC Office
IMT Manesar, Gurgaon 122051 (Haryana - India)

We here by confirm and declare that we, M/s----- is not blacklisted/De-registered/debarred by any Government department/ Public Sector Undertaking/ Private Sector/ or any other agency for which we have executed/undertaken the works/services during the last 3 Years.

For.....

Authorised Signatory

Date:

Annexure III

Bidder/Vendor Information Form

Name of the Vendor	
Nature of Business (Product/Services)	
Company Status (Prop./Partner/Pvt Ltd/PSU/Govt)	
Building/ Address I	
Street/ Address II	
Area/ Address II	
City	
Postal Code	
Country	
Telephone Numbers	
Fax Numbers	
Email Address	
Contact Person	
Contact Person Contact Details (Mobile/Email Address)	
PAN No. (Company)	
GST Registration No.	
Vendor Bank A/C No.	
Name of the Bank	
Bank Address	
Branch Code	
FSC Code	

Annexure IV

Declaration Form on Bidders Letter Head

To: Vendor Master updating Team

Vendor name _____

Email: _____

GST No.

I/We.....(Name of the firm in block letters) having PAN Number, solemnly declare that I/We am/are a registered person under the Central Goods and Services Tax Act, 2017 (CGST Act).

To the best of my/our knowledge and belief, I/We hereby declare the “aggregate turnover” as per sub-section (6) of section (2) of CGST Act (Sale of taxable goods + services + exempt supply + export) is as under:

Sl. No	Turnover for Financial Year	INR In Lakhs
1.	FY 2019-20	
2.	FY 2020-21	
3.	FY 2021-22	

Authorized Signatory with stamp & seal

Date:

Place:

Name	
Mobile Number	
E-mail ID of the authorized signatory	
E-mail ID for Input Tax Credit reconciliation queries (Your accounts receivable/finance department)	

Dated:

To whomsoever, it may concern.

We M/s. having PAN and GSTIN Registration Number hereby undertake that our Aggregate Turnover (as per Section 2(6) of Central Goods and Services Tax Act, 2017) for FY 2022-23 does not exceed the prescribed threshold (as on the date of this declaration) for generation a Unique Invoice Registration Number (IRN) and QR code as per the provisions of Central Goods and Services Tax Act, 2017 and rules thereunder (“GST Law”).

Further, we also undertake that if the aggregate turnover of M/s. exceeds the current threshold or revised threshold notified by Government of India at any future date, then we shall issue invoice and credit note in compliance with the required provisions of GST Law.

In case of any queries from any State or Centre Goods and Services Tax Authorities, M/s.will be solely responsible.

Yours Truly,
For M/s.....

Authorized Signatory

Name:
Designation:

Annexure V

The Bidder is requested to provide the following declarations on their letter duly signed and stamped.

*** 1. Declaration regarding Make in India**

In line with Government Public Procurement Order No. _____ dt _____, we hereby certify that we M/s _____ (supplier name) are local supplier meeting the requirement of minimum local content (_____%) as defined in above orders against Tender/Equiniry No. _____

Details of location at which local value addition will be made is as follows:

*** 2. Declaration regarding compliance of Rule 144 (xi) of GFR 2017**

"I/We have read the clause regarding restrictions on procurement/sub-contracting from an entity/natural person/agent/consortium/Joint venture having beneficial ownership in countries which share land border with India. I/We certify that neither we are not from such a country nor having any beneficial ownership from such a country. If I/We from such a country or having beneficial ownership, are registered with the competent authority. I/We hereby certify that we fulfill all requirements in this regard and are eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]"

Authorised Signatory

** We also understand, false declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules and would be a ground for immediate termination and further legal action in accordance with law.*

Annexure VI

Financial Bid - Supply of Uniform Fabric/Cloth As Per Specification Given In Bid Document.

SI No.	Description of Work	Quantity	Unit Price (INR)	Total Price (INR)
1	<u>Shirting Fabric Technical Specification</u> <ul style="list-style-type: none"> Count: 60*50 Blend/Composition (In %): 100% Cotton Weight (In GSM): 1.33 Width of Fabric: 58 Weave/Twill Weave/Plain: Twill Weave Satin 	4300 Mtrs.		
2	<u>Suiting Fabric Technical Specification</u> <ul style="list-style-type: none"> Count: 2*30 Blend/Composition (In %): Poly Viscose Weight (In GSM): 350 Gms Width of Fabric: 58 Weave/Twill Weave/Plain: Twill Weave 	2300 Mtrs.		
3	Freight Charges (Inclusive of Packing, Forwarding, Transportation and Unloading of Material at ICAT Centre - 1, Site)	1 L/S		
Sub Total				
GST				
Grand Total				

International Centre for Automotive Technology (ICAT)

Plot No. - 26, Sector-3, HSIIDC, IMT Manesar, Gurugram-122051, Haryana, India

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