

Government of Andhra Pradesh
Revenue Department
West Godavari District, Eluru.

SHORT TERM TENDER
TENDER NOTICE NO: 1321924/2018/H3 (D-Sec)
TENDER FOR SUPPLY OF 500 IRON RACKS FOR STORAGE OF EVMs/VVPATs

The District Election Officer & Collector, West Godavari, Eluru has invited short open tenders from any interested agencies / supplier / manufacturer as per the detail below.

Sl.No	Particulars	Requirement	Tender Fee in Rupees	Work Period	Total Value of Tender in lakhs	EMD Value in lakhs
1	Iron Racks	500	2500	5 days	35.00	1.00

The tender schedule document will be available on Website www.westgodavari.org and which can be downloaded and rate can be offered by interested agencies/supplier/manufacturer, but such tender document must also contain the Tender schedule Fee in the form of Demand Draft in the name of District Collector, West Godavari, Eluru.

The complete tender form along with EMD in the form of Demand Draft of any Nationalized Bank only in favour of District Collector, West Godavari, Eluru should be properly covered and subscribed "SUPPLY OF 500 IRON RACKS" on envelop and deliver it in person or post/courier so as to reach in the office of the Collectorate, D-Section, West Godavari, Eluru on or before 12.00PM hours on 22.03.2019.

The tender will be opened on the same day in presence of the Joint Collector & Chairman for District Purchase Committee, West Godavari, Eluru if possible.

The right to reject any or all tenders without giving reason is reserved. The validity of the tender shall be for one year from the date of opening of the tender form.

1. Commencing date of tender schedule : 19.03.2019 from 11.00AM onwards.
2. Last date for receipt of Tenders : 22.03.2019 up to 12.00PM
3. Date of opening of Tenders : 22.03.2019 at 4.00PM
4. Venue : Sub Collector's Office, Narsapuram.

Encl: 1. Terms and Conditions
2. Tender Schedule (Part-A)
3. Technical Bid &
4. Financial Bid

Sd/- M.Venugopal Reddy
Joint Collector &
Tender inviting Officer,
West Godavari, Eluru.

//t.c.b.o//

Rama Venugopal
Superintendent-D

19/3/19
SA, B

GENERAL TERMS AND CONDITIONS:

1. Short open Tenders are called from the interesting suppliers/agencies/manufacturer for supply of 500 Iron Racks.
2. Rate should be quoted in words and figures for each item separately.
3. The financial bid and Technical bid proformas will not be modified by the suppliers/agencies/manufacturer.
4. The rates should be quoted inclusive of all taxes. Any other taxes, etc. payable will be the responsibility of the supplier/agencies/ manufacturer and will be deducted from the bill by the department.
5. Joint Collector / Chairman of District Purchase Committee, WG, DD, Industries, Eluru, and AD, S&LR, W.G reserves the right to reject or accept any or all the Tenders without assigning any reasons.
6. Conditional Tenders will not be accepted in any cost.
7. The 500 Iron Racks should be supplied within 5 days, if any lapse for delivery, 1% price of total cost will be deducted per day.
8. Short Tenders addressed to the District Collector, WG., should reach on or before 12.00 PM on 22.03.2019 or put in the Tender box provided for the purpose in D-Section, O/o District Collector, WG., Eluru. This office will not be responsible for missing of Tender or postal delay, if the Tender is submitted through post.
9. Tenders will be opened by the Joint Collector at 4.00 PM on 22.03.2019 before the Tenderer or their representatives of the firms at office of the Sub Collector, Narsapuram whoever present.
10. The election material has to be delivered at the location given by the District Administration.
11. The successful Tenderer who herein after called as supplier shall give in writing his unconditional acceptance and enter in to an agreement within three days after finalization of Tenders and attend the office of District Collector, WG., Eluru along with Rs.100/- stamped bond paper duly typed as per the specimen form of the agreement.
12. The Supplier shall be responsible for all the losses arising during transportation, the value of such losses shall be recovered from the Contractor.
13. The Supplier / Tenderer will alone responsible for insurance of material during the transit.
14. No advance payment will be made for supply of material.
15. The exact required quantity may increase or decrease basing on the field requirement.
16. The Tenderer should put the tender Technical bid in cover - A and financial Bid in cover - B. Both the covers "A" and "B" should put in cover "C".
17. The agency should have GST Registration certificate.
18. The agency has to submit income tax returns for the last two financial years.
19. Payments will be made after quality check by the competent authority only.
20. E.M.D: The Tenderer has to enclose Demand Draft for Rs.1,00,000/- (Rupees one lakh only) towards EMD in favour of District Collector, West Godavari, Eluru at time of submission of Tender Schedule. On finalization of the Tenders, the EMD of the successful bidder will be retained till completion of the work. EMD of the remaining unsuccessful bidders will be returned, Without EMD, the tender will be rejected.
21. The cost of Tender Schedule i.e Rs.2,500/- is not-refundable

- 22.If the successful bidder did not supply the items within the stipulated time as per the conditions of contract, the tender will be cancelled and the EMD will be forfeited.
- 23.Tenders not submitted in the prescribed form or before stipulated date & time will be rejected.
24. The successful bidder should submit bank guaranty of 5% on the total value id the work at the time of agreement.

The Joint Collector, West Godavari, Eluru would evaluate both Technical bids cum financial bids based on the details provided by the bidder and they should submit in cover A. Decision of the Joint Collector, West Godavari, Eluru would be final and binding upon all the Bidders.

- 25.The district Administration have right to made any changes or postponement of procedure or cancellation of the work at any point of time without intimation.

The above conditions are accepted me and are binding to me.

Signature of the Supplier
Date:

Sd/- M.Venugopal Reddy
Tender Inviting Officer,
West Godavari, Eluru.

TENDER SCHEDULE

PART – A

1. Name and Address of the Firm :
2. Contact Person :
3. Contact Number (Land) :
4. Phone :
5. Fax :
6. Turnover of the Firm (Rs.In Lakhs) :
7. PAN No. (Copy to be enclosed) :
8. Government work orders if any :
9. Original Manufacturer/
Authorized Dealer :
10. In case of Authorized Dealer
(Copy of to be the Authorization enclosed) :
11. Income Tax Returns for last two financial years :
12. GST Registration Certificate No
(Copy to be enclosed) :
13. EMD details :

AUTHORIZED SIGNATORY

Technical Bid
Schedule-A
Government of Andhra Pradesh
Revenue Department
West Godavari, Eluru.

PERFORMA FOR TECHNICAL BID FOR SUPPLY 500 IRON RACKS

Name of the Firm/Company/Agency

S.No.	Name of Desired documents	Whether copy of desired certificates / documents are enclosed or not
1.	Performa for bidders particulars in tender schedule, i.e., Part-A	Yes/No
2.	Details of experience & Past performance for contracts of preparation, if any.	Yes/No
3	All documentary proof of experience /past performance claimed	Yes/No
4	Details of turnover in last 2 financial years	Yes/No
5	Audited balance sheets of last two financial years showing average annual turnover as mentioned	Yes/No
6	Self attested copy of valid registration certificate of firm/company/agency	Yes/No
7	Self attested copy of valid PAN No. & Aadhar card of the firm/company/agency	Yes/No
8	Self attested copy of valid service tax of the firm/company/agency	Yes/No
9	Self attested copy of valid GST Registration of the firm/company/agency	Yes/No
10	Letter of authorized signatory	Yes/No
11	Bank draft for Rs. ----- in favour of the District Collector, Eluru	Yes/No
12	Duly signed all pages of terms & conditions of tender document	Yes/No

Signature of the Bidder :

Rubber Seal :

Name of Bidder :

Financial Bid
(Schedule-B)
Government of Andhra Pradesh
Revenue Department
West Godavari, Eluru.
(Declaration of the Bidder)

To
The Joint Collector &
Tender Inviting Officer,
Collector's Office,
West Godavari, Eluru

Sir/Madam

Subject: Supply of 500 Iron Racks.

Tender Notification No. 1321924/2018/H3 (D-Sec) and date: 18.03.2019.

Sl.No	Name of the material with specifications	Unit Price in Rupees	Total cost in figures
	Size: 84”X72”X24”, 14 Gauge Angulars & 18 Gauge Flanks, with 2 compartments and spray painting		

Note: Unit cost should be quoted duly inclusive of all taxes.

Seal:

Signature and name and
Address of the Bidder

Designation:

Bidder name
Phone Number :
Land number :
Email id :