

Tender

“Request for Tender” is here by invited through Electronic modes by Directorate of Industries & Commerce from Pvt / Public Ltd. Company / Farm for Installation, Printing, Fixing of Flex and display of Hoardings at different location in Tripura

Estimated Cost of 13 hoardings	Rs. 7,15,000/- (Rupees Seventeen Lakh Fifteen Thousand Only)
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Tender Cost	Rs. 500/- (Rupees Five Hundred Only)
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Earnest Money Deposit (EMD)	Rs. 5000/- (Rupees Five Thousand Only)
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E-tender No.	Last date & Time of Submission of E-tender	Opening date of E-tender	Prebid meeting date and mode	Work Completion period
SNAtripura/PMFME/2022/01	1 st February, 2022 at 12:00 PM	17 th January, 2022 at 4:00 PM	20 th January, 2022 at Shilpa Udyog Bhawan, Khejurbagan, Agartala	57 Days

Date:- 18/01/2022

Place:- Agartala

Sd/-
Director
Industries & Commerce



Government of Tripura

Directorate of Industries & Commerce, Tripura

Bid Document of e-tender for:

Installation, Printing, Fixing of flex and Display hoarding at different locations in Tripura under PM Formalisation of Micro Food Enterprises (PMFME) scheme of the Ministry of Food Processing Industries (MoFPI), Government of India



Government of Tripura
Directorate of Industries & Commerce

No.F.No.IV-2(156)/PLG/DI/2021/Promotional Activity/529

Dated: 15 /01/2022

Name of Work: Installation, Printing, Fixing of flex and Display hoarding at different locations in Tripura under PM Formalisation of Micro Food Enterprises (PMFME) scheme of the Ministry of Food Processing Industries (MoFPI), Government of India

SL No.	SECTION	Particulars	PAGE No.
1.	Section - I	Press Notice, NIT, List of Dates,	3-5
2.	Section - II	Terms & Condition	6-12
3	Section - III	Instruction to Bidder	13-19
4.	Section - IV	Bill of Quantity (BOQ)	20-21
5.	Section - V	Annexure	22-27

Certified that this DNIT contains 27 pages numbered from 1 to 27 and schedule of the e-Tender is shown in Section – I

Sd/-
Director,
Industries & Commerce, Tripura

Contractor/ Bidder

SECTION- I

PRESS NOTICE

NOTICE INVITING TENDER LIST OF IMPORTANT DATES

Government of Tripura
Directorate of Industries & Commerce

eNIT NO: SNATripura/PMFME/2022/01

Dated:15/01/2022

Electronic Bids are hereby invited by Director, Industries & Commerce on behalf of Governor of Tripura under two bid e-procurement systems through website <http://tripuratenders.gov.in> from reputed and experienced Private/ Public Ltd. Company/ Firm/ Proprietorship Firm registered having proven track record in experience in Setting up of Hoarding for Installation, Printing, Fixing of flex and Display hoarding under PMFME scheme of the Ministry of Food Processing Industries, Government of India

Sl.	Name of Work	Maximum budget available	EMD & Bid Fee	Completion Period	Document Download & Bid Submission End Date & Time	Bid Opening Date	Place of Bidding
1	Request for Proposal (RFP) for Installation, Printing, Fixing of flex and Display hoarding under PMFME scheme of the Ministry of Food Processing Industries, Government of India	7,15,000 (excluding of tax)	EMD: Rs.5,000/- (Five thousand only) Bid Fee: Rs. 500/- (Five Hundred only)	30 days	1 st February, 2022 at 12: 00 PM	1 st February, 2022 at 3: 00 PM	e-Procurement Portal, Government of Tripura at https://tripuratenders.gov.in

All the information of the above stated bid is available in <https://tripuratenders.gov.in>. Eligible bidders shall participate in tendering only in online mode, through website <https://tripuratenders.gov.in>. Bidders are allowed to bid 24x7 until the time of bid closing, with option for Re-Submission, wherein only their latest submitted Bid would be considered for evaluation. The e-Procurement website will not allow any Bid to attempt bidding, after the scheduled date and time of Bid Submission. **Submission of Bids physically is not permitted.**

Tender Fee and EMD are to be paid electronically using the Online Payment Facility provided in the Portal. Mode of Selection will be L1 basis.

Bids shall be opened online by respective designated Bid openers of the Directorate and the same shall be accessible by intending Bidders through website <https://tripuratenders.gov.in>.

Sd/-
Director of Industries & Commerce
Tripura

Government of Tripura
Directorate of Industries & Commerce
NOTICE INVITING e-TENDER

eNIT NO: SNA Tripura/PMFME/2022/01

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Critical Dates in connection with the tender:

1.	Completion period for the work:	30 days
2.	Bid Publishing and Document Downloading Start Date	17 th January, 2022, 2: 00 P.M
3.	Pre Bid Meeting Date	20 th January, 2022, 11:30 A.M
4	Bid Submission Start Date	20 th January, 2022, 11:30 A.M
5	Document Downloading End Date	1 st February, 2022 at 12: 00 PM
6	Bid Submission End Date	1 st February, 2022 at 12: 00 PM
7	Bid Opening Date	1 st February, 2022 at 3: 00 PM
8.	Pre Bid Query may be raised at	pmfmetripuraspmu@gmail.com
9	Pre Bid Meeting	Pre Bid Meeting for Installation Printing Fixing and display of 13 hoardings under PMFME scheme in Tripura Thursday, 20 January · 11:30am – 12:30pm Google Meet joining info Video call link: https://meet.google.com/jhm-mcdz-hkd
10	Inviting Officer	Director, Industries & Commerce, Govt. of Tripura

Notes: All the above mentioned time are as per clock time of e-procurement website <https://tripuratenders.gov.in>

Sd/-
Director,
Industries & Commerce, Tripura
Contractor/ Bidder

SECTION- II

General Terms & Condition

General Terms & Condition

1. Bid documents consisting of qualification information and eligibility criteria of bidders, specifications and the set of terms and conditions of the contract to be complied by the bidder, is publicly visible in the website <https://tripuratenders.gov.in> free of cost between **Document download Start date** and **Bid Submission End date**.
2. Bids will be opened online through website <https://tripuratenders.gov.in> on **1/02/2022, 3:00 PM** in the office of the **Director, Industries & Commerce, Shilpodyog Bhavan, Khejurbagan, Agartala, Tripura (West)-799006 if possible**. If the office happen to be closed on the date of opening of the bids as specified, the bids will be opened on the next working day at the same time and venue.

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

- 3.1 **EMD (Refundable): Rs. 5,000/-**(Rupees five thousand only)
- 3.2 **Tender Fee (Non-refundable):Rs. 500/-** (Rupees five hundred only)
- 3.3 **Tender Fee and EMD are to be paid electronically using the Online Payment Facility provided in the Portal.**
- 3.4 The EMD amount shall be refunded to all the bidders including selected bidder in their respective Bank Account, after the Award of Contract (AoC) event is completed in the Tripura e Procurement Portal.
- 3.5 No interest will be paid to the bidders on EMD submitted.
- 3.6 EMD of the bidder may be forfeited if in any case found to have made false Declaration or Claims.
- 3.7 Bid Inviting Authority may forfeit the EMD amount and Cancel the Bid, if the selected bidder does not start the work as stipulated, after being awarded the Contract.

4. Signing:

If an individual makes the bid, it shall be digitally signed by him/her and the undertaking shall also be signed with his/her full name and his/her address. If a firm makes the bid, a member of the firm shall digitally sign it and the undertaking shall be signed with the co-partnership name by the same member of the firm, who shall also sign his/her own name, and the name and address of each member of the firm shall be given. If the bid is made by a corporation, it shall be digitally signed by a duly authorized officer and the undertaking shall also be signed by the same duly authorized officer who shall produce with his/her bid satisfactory evidence of his/her authorization. Such corporation submitting bids may be required to furnish evidence of its corporate existence before the contract is executed.

5. Work Specification:

The specification of the Installation of hoardings structure along with requirement is given below:

- “The posts (pole) will be 110 mm (OD) dia G. I. pipe- 2 Nos. pole (Medium class, ISI marked & approved quality.
- The beams will be 75mm x 75mm x 5 mm MS angle & diagonally based with 50mm x 5mm MS flat.
- The foundation size for erection of posts will be of 1.00 x 1.00 x 1.30 mtr. (0.30 mtr. will be above ground level) with CC 1:2:4 base.
- The height of the display portion will be 1.20 mtr. above ground level.
- The assembly will be of 1.20 mm thick HR sheet (size: 3.5mtr. x 2.5mtr.)
- Flex must be Black back STAR quality front lit make properly pasted with good quality adhesive materials.

Contractor/ Bidder

- The entire structure will be painted properly with epoxy paint (two or more coats) including priming.
- No transportation charges will be made separately for installation/carrying to the work site”.

5.1 Specification for Flex: Flex must be standard make properly pasted with good quality adhesive material.

5.2 Specification for printing material: Multi colour machine based solvent printing with UV resistant ink. Printing should carry a warranty of at least 12 months outdoor stability

5.3 Tentative Locations for installing the Hoardings:

Sl. No.	District	Quantities	Preferable Location* (Subject to change)
1	West Tripura	1	Near Nagerjala Bus stop/ Radhanagar Bus Stop/ Motor Stand/ Kaman Chowmuhan/ Melarmath
2	Sepahijala	1	Bishalgarh/ Sonamura prominent place
3	Gomati	1	Near Matabari/ Amarpur
4	South Tripura	2	Shantirbazar, Belonia, Sabroom, Baikhora
5	Khowai	2	Khowai, Teliamura
6	North Tripura	2	Dharmanagar, Panisagar, Kanchanpur
7	Unakoti	2	Kailashahar, Kumarghat
7	Dhalai	2	Ambassa, Durgachowmuhan, Salema
	Total	13	

The locations are indicative; the bidder may mention the actual execution location in the proposal However the location shall be in prime place where micro investors visit mostly.

5.4 Printing and Fixing of Flex on hoarding:

- Design and contents for flex printing will be supplied by Directorate of Industries & Commerce to the awardees along with the work order.
- Print and material of flex and fixing of flex are to as per agreed standards.
- The replacement of torn or mutilated flex are to be replaced

6. Scope of Work:

- As per **Clause 8** of the Model Terms of Reference for Studies for Installation, Printing, Fixing of flex and Display hoarding under PMFME scheme of the Ministry of Food Processing Industries, Government of India. **(Enclosed herewith)**
- The exercise is time bound and is to be completed as per the time schedule prescribed by DI&C, which is given below :
 - Installation, Printing, Fixing of flex and Display hoarding: 10th March, 2022**
 - Submission of work completion report: By 15th March, 2022**

2.2 No insurance charge is admissible and the successful tenderer will be responsible for any breakage, damage and loss in transit on way to destination. The successful tendered shall indemnify and keep indemnified the Directorate of Industries and Commerce against all losses and claims for injuries or damages to any person or property whatsoever which may arise out of or in consequence of the construction and maintenance of works and against all claims,

Contractor/ Bidder

demands, proceedings, damages, costs, charges, expenses, whatsoever in respect thereof in relation thereto

2.3 Any default or breach of contract or non-execution of supply shall lead to appropriate action by the Directorate of Industries and Commerce, Tripura including black listing / delisting the tenderer for future supply.

2.4 The work shall be completed within 1 month from the date of issuance of work order.

2.5 If any item supplied is found to be not of standard quality as specified above, it should be taken back and replaced by fresh one at own cost of supplier.

7. Eligibility of Agency:

The Agency may belong to any of the following categories:

- The bidder should be a private/ Public Ltd. Company registered under the companies act, 1956 or a firm or a sole proprietorship firm.
- The Company/Firm should have excellence in similar field for more than five (5) years as on the date of tender and must have a dedicated office in Tripura with all required services to undertake such work.
- The Company/Firm must be registered with appropriate authority on all applicable statutory duties/Taxes.
- The agency must have proven experience in works of similar nature of outdoor advertising.
- Agency should have at least turnover of **20 lakhs in last 3 years** (FY 2018-19, FY 2019-20 and FY 2020-21).
- Only one agency shall be selected through **L1 basis**, if technically qualified
- The proposals of the agency, who qualifies in technical bid, would be only opened in financial bid. The **technically qualified agency who bid lowest would be offered the work order** by the authority under the scheme.
- The minimum score for qualifying in the technical bid is 60 in the 100 scale score sheet.

8. Release of Payment:

a) **No ADVANCE PAYMENT** will be made under any circumstances.

b) **Estimated Cost for the Project:**

Particulars	Trenches	%age of release	Milestone
Installation, Printing, Fixing of flex and Display hoarding	1 st Trench	90%	After submission of work completion report
	2 nd Trench	10%	1. After completion of one year from submission of work completion report. 2. After submission of report that all the hoardings are in right condition after one year. (Relaxation would be given in case of any natural calamities/ any other issue if disturbed the established hoardings- would be examined by PEC, if any)

c) No interest can be claimed in case of delay in making payment beyond the stipulated period of payment.

Contractor/ Bidder

- d) All taxes/charges/duties as applicable will be deducted from the bill.
- e) GST will be paid separately with bill.

9. Bid Language:

All documents to be uploaded by the Bidder shall be in English language only. In case the Bidder intends to upload a document which is not in English but in any of the other scheduled language in the country, the Bidders shall also submit a Notarized version of the English Translation.

10. Resolution of Disputes:

In case of disputes, if any, the decision on the matter of dispute by the Secretary, Directorate of Industries & Commerce, Government of Tripura shall be the final and binding. It is also provided that the courts at Agartala in Tripura State only will have the jurisdiction to decide the dispute between the Industries & Commerce Directorate and other party in respect of the matter arising out of the contract/purchase order for the bid itself.

11. Force Majeure:

- a) The service provider shall not be liable for, forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that its delay in performance or other failure to perform its obligations under the contract is the result of an event of Force Majeure.
- b) For purpose of this clause, "Force Majeure" means an event beyond the control of the service provider and not involving the service providers' fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the purchaser in its sovereign capacity, war or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- c) If a Force Majeure situation arises, the service provider shall promptly notify the Directorate of Industries & Commerce in writing of such conditions and the cause thereof. Unless otherwise directed by the Directorate of Industries & Commerce in writing, the bidder shall continue to perform its obligations under the contract as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

12. BOQ Tampering:

- a) The provided BOQ in the Bid is, meant for downloading in the Bidders machine, for entering the relevant fields meant for rates & bidders particulars and finally uploading along with the Bid. The BOQ Excel Sheet is Macro enabled and working with the Sheet requires the Macro to be allowed /enabled to run.
- b) Bidders are hereby warned not to tamper with the MS-Excel Sheet, make copies and work in a copied Sheet or break through the default Work-Sheet Security. Such BOQs with stated violations will be treated as Tampered BOQs and Bids uploaded with Tampered BOQs will be summarily rejected.

13. Rates:

- a) Bidder shall quote the **BASIC RATE in Figures per unit (Plan) in the Column 6 of BOQ (exclusive of all Taxes/ duties etc.)**
- b) Rate(s) quoted by the Bidder shall be exclusive of all taxes, duties, statutory charges. No subsequent escalation of price will be accepted even in any case.
- c) There shall be no separate re-imburement or increase of rate or payment of compensation in any ground.
- d) Rates shall remain valid for a period of not less than 180 (one hundred twenty) days from the last date of bidding.

14. Maintenance of Hoardings:

Hoarding shall be maintained in all aspects by the selected tenderer at least for the duration of 12 months (12 months would be calculated from the date of submission of work completion certificate) after installation of all the 13 hoardings at the proposed locations. The Bidder shall replace the flex, in case within 12 months periods of time the flex/ Hoardings get damaged due to any reason.

15. List of the documents to be scanned and uploaded with the Bid:

14.1 Technical documents:

- a) The bidder should be a private/ Public Ltd. Company registered under the companies act, 1956 or a firm or a sole proprietorship firm. **Documents in the form of Certificate of incorporation/ registration in support of this are to be provided.**
- b) The Company/Firm should have excellence in similar field for more than five (5) years as on the date of tender and must have a dedicated office in Tripura with all required services to undertake such work. **Valid documents in support of this to be provided.**
- c) The Company/Firm must be registered with appropriate authority on all applicable statutory duties/Taxes. **Valid documents in support of this to be provided.**
- d) The agency must have proven experience in works of similar nature of outdoor advertising. **Valid documents in support of this to be provided.**
- e) Agency should have at least turnover of **50 lakhs in last 3 years** (FY 2017-18, FY 2018-19 and FY 2019-20). Valid documents in support of this to be provided.
- f) Copy of Audited accounts/Income Tax Return for last 3 (three) Financial Years
- g) Authenticated copy of GST registration certificate
- h) Digitally Signed DNIT as a token of acceptance of all the guidelines/ clauses set by Directorate of Industries & Commerce in this DNIT.
- i) Valid Trade License Document shall be submitted.

14.2 Financial Document

- a) BOQ (Bill of Quantity)
- b) During Technical Evaluation process, if any confusion arises in any of the technical documents, bidder may be called to bring the original documents and produce the same in front of Bid Screening Committee/ Tender Evaluation Committee.
- c) Bid Inviting Authority reserves the right to postpone, reject or accept any Bid including the highest scorer one partly or wholly without assigning any reason or distribute the same to two or more Bidders, if necessary.
- d) The Bid as well as the Contract can be cancelled/ terminated at any point of time by the Directorate of I&C without previous notice and without assigning any reason, whatsoever.

16. TECHNICAL EVALUATION:

The Evaluation Committee shall evaluate the Technical bids on the basis of their responsiveness to the eligibility conditions mentioned in **para 7 of the Section-II of RFP**. The eligible technical bids shall then be evaluated as per evaluation criteria defined in **Details of Technical score determination is at Annexure- I – Table-1** of the RFP.

Only Agency obtaining a total score of 60 (on a scale of maximum of 100) or more on the basis of criteria for evaluation given in Annexure-I, would be declared technically qualified. Every technical bid shall be awarded an absolute technical score of 'T' marks out of a total of 100 marks.

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The results of Technical Evaluation will be uploaded online in the portal. Decision of the Committee will be final in this regard.

17. The least quoted technically qualified agency will be offered the work order.

SECTION - III

INSTRUCTIONS TO BIDDERS

TABLE OF CONTENTS**INSTRUCTIONS TO BIDDERS**

CLAUSE	ITEM	Page No.
A.	GENERAL	15-16
1	General	15
2	Firms Eligible to Bid	15
3	Pre-Qualification data of the Bidders	15-16
4	Cost of Biding	16
B.	BIDDOCUMENT	16
5	Contents of Bid document	16
6	Amendment to Bid Documents	16
C.	PREPARATION OF BIDS	17
7	Bid Offer	17
8	Validity of Bids	17
9	Earnest Money Deposit (EMD)	17
10	Alteration	17
D.	SUBMISSION OF BIDS	17-18
11	Submission of Bid	17
12	Last date / time for Submission of the Bids	17
13	Late Bids	18
E.	BID OPENING AND EVALUATION	18
14	Bid opening	18
15	Bid Evaluation and Comparison of Bids	18
16	Discrepancy in Bid rate quoted	18
F.	AWARD OF CONTRACT	18-19
17	Award Criteria	18
18	Notification of Award and Signing of Agreement	18
19	Corrupt or Fraudulent Practices	19

1. General

- 1.1 To participate in the bid, the bidder shall have a valid Class 3 Digital Signature certificate (DSC), obtained from either of the certifying authorities, enlisted by **Controller of Certifying Authorities (CCA) at <http://cca.gov.in>**.
- 1.2 The Bidder shall enrol himself/herself in the e-procurement portal <https://tripuratenders.gov.in> and obtain User ID and Password for bidding.
- 1.3 On publication of the bid, bidder shall download the DNIT and all the work items from website as mentioned in the DNIT and minutely go through the instructions/terms conditions/critical dates/eligibility criteria of the DNIT.
- 1.4 The Bidders shall have to scan all the required documents mentioned in this DNIT into PDF format of 100 dpi resolution, for uploading as part of Bid.
- 1.5 Bill of Quantity (BOQ), which is in MS-Excel shall be downloaded, filled up properly and uploaded with the bid after digital signing. The Bidder shall always open the BOQ sheet with Macro Enabled.
- 1.6 Bidders shall furnish a declaration (**Annexure-VII**) as a part of bid that they are not been blacklisted by any Directorate in Tripura. Any wrong declaration in this regard which comes to notice at a later date will disqualify them and the bids so received will be rejected.
- 1.7 If any of the certificates/documents furnished by the Bidder, found to be false / fabricated / bogus, the bidder will be liable to blacklisted and their E.M.D. will be forfeited.
- 1.8 Rate Quotation: BOQ should be downloaded from the e-procurement application <https://tripuratenders.gov.in> and the same BOQ should be filled up properly and uploaded as a part of bid with digital signing. Bidder shall quote the Rate for all items in the Bill of Quantity (BOQ) which is in MS-Excel (macro enabled) and Name of the bidder/company/firm must be written in the appropriate field of Bill of Quantity (BOQ) by bidder.
- 1.9 Bidders are allowed to bid 24x7 until the time of Bid closing, with option for Re-Submission, wherein only their latest submitted Bid would be considered for evaluation. The e-Procurement website will not allow any Bidder to attempt bidding, after the scheduled date and time.
- 1.10 All the documents shall be submitted online at <https://tripuratenders.gov.in> only. Physical submission of any document (hard copy) will not be entertained and will be liable for the rejection.

2. Firms Eligible to Bid:

- 2.1 The Firms who:
 - a) Are not blacklisted or debarred or suspended by the Government for Whatever the reason, prohibiting them not to continue in the contracting business.
 - b) Have complied with the eligibility criteria specified in the NIT are the eligible bidders.
 - c) Bidders also have to comply the conditions as mentioned in Section – II, General Terms & Condition, 7. Eligibility of the Agency

3. Pre-Qualification data of the Bidders

- 3.1 The bidder should satisfy the pre-qualification criteria as fixed under this NIT (Notice Inviting Tender) and in case any bidder is not found satisfying any of such criteria as fixed, his/her bid will be summarily rejected. The bidder shall furnish all the Technical and Financial particulars in the PDF of 100 dpi resolution.
- 3.2 Even though the bidders meet all the qualifying criteria, they are liable to be **disqualified/**

Contractor/ Bidder

debarred / suspended / blacklisted if they have:

- a) Furnished false/ fabricated particulars in the forms, statements and / annexures submitted in proof of the qualification requirements and/or
- b) Record of poor progress such as abandoning the work/ supply, not properly completing the contract, inordinate delays in completion, litigation history or financial failures etc. and/or
- c) Even while execution of the supply, if found that the supply was awarded to the Bidder based on false/ fake certificates of experience, the Bidder will be blacklisted and necessary action will be taken as per rules.

3.3 Any definite attempt of profiteering by any bidder will render himself liable to be debarred permanently from bidding or for such period as the bid accepting authority may decide. The bidder overall rate should be based on the controlled prices for the materials, if any, fixed by the Government.

4. Cost of Bidding

The bidder shall bear all costs associated with the preparation and submission of his Bid and the bid inviting authority will in no case be responsible and liable for those costs.

B. BID DOCUMENT

5. Contents of Bid document.

One set of Bid document, comprises of the Technical documents and another set comprise of the Financial Documents as mentioned in the clause 14 (Section II General Terms & Condition). In any circumstances if any Bidder uploads the financial documents in the Technical document folder, then that bidder will be summarily rejected.

6. Amendment to Bid Documents

- 6.1 Before the last date for submission of Bids, the bid Inviting Officer may modify any of the Contents of the Bid Notice, Bid documents by issuing amendment / Addendum/corrigendum.
- 6.2 Any addendum/amendments/corrigendum issued by the bid Inviting Officer shall be part of the bid Document and it shall be published in the e-procurement portal at <https://tripuratenders.gov.in>. Registered Bidders shall be notified of the related Corrigendum(s) by e-mail. However, Directorate of Industries & Commerce shall bear no responsibility or liability arising out of non-receipt of the same in time or otherwise. Bidders are requested to visit the website frequently to check whether there is any related Corrigendum(s) or not.

C. PREPARATION OF BIDS

7. Bid Offer:

BOQ contains the description of the work and the bidder shall quote the rate with which he intends to execute the work. Thus, the total amount as computed through Macro Enabled MS Excel BOQ Sheet would be the quoted offered amount for the work, which will be shown in figures & words automatically.

8. Validity of Bids:

- 8.1 Bids shall remain valid for a period of not less than **180 (one hundred and eighty) days** from the last date of bidding specified in NIT.
- 8.2 During the above-mentioned period, no plea by the bidder for any sort of modification of the bid based upon or arising out of any alleged misunderstanding of misconceptions or mistake or for any reason will be entertained.

9. Earnest Money Deposit

- 9.1 EMD given by all bidders except the selected bidder shall be refunded after the finalisation of bid.
- 9.2 The EMD deposited by the successful bidder will not carry any interest and it will be dealt with as provided in the conditions stipulated in the bid.

10. Alteration

Any alteration which is made by the bidder in the contract form, the conditions of the contract, the drawings, specifications or statements / formats or quantities accompanying the same will be recognized; and, if any such alterations are made the bid will be void.

D. SUBMISSION OF BIDS

11. Submission of Bids:

- 11.1 The participating, who are desirous of participating in bid, shall submit their Pre-Qualification and other details etc., in the Standard formats prescribed in the bid documents through the application <https://tripuratenders.gov.in>

11.2 List of documents to be scanned and uploaded:

All the documents mention in the Clause 14 (Section II General Terms & Condition, **List of the documents to be scanned and uploaded with the Bid**) must be submitted online at <http://tripuratenders.gov.in>. Technical documents should be uploaded in Technical cover and Financial Document should be uploaded in Financial Cover, otherwise the bid will be rejected.

Note: If any of the above mentioned documents (Clause 14 (List of the documents to be scanned and uploaded with the Bid))is not applicable for a particular Bidder than he / she shall prepare a PDF Document containing the remark as ‘NOT APPLICABLE’ WITH NAME OF THE BIDDER & ADDRESS and upload the same in the relevant Folder.

- 11.3 If any of the certificates/documents furnished by the Bidder, found to be false / fabricated / bogus, the bidder will be liable to blacklisted and their E.M.D. will be forfeited.

12. Last date / time for Submission of the Bids.

Bid must be submitted within the Bid Submission start and end date and time specified in DNIT Directorate of Industries & Commerce, Govt. of Tripura, Agartala may extend the dates for issue and receipt of Bids by issuing corrigendum in which case all rights and obligations of the Industries & Commerce Directorate, Govt. of Tripura and the bidders will remain same as previously.

13. Late Bids.

The e-Procurement application <https://tripuratenders.gov.in> will not allow any Bidder to attempt bidding, after the scheduled date and time prescribed in DNIT.

E. BID OPENING AND EVALUATION

14. Bid Opening

The bid will be opened online by the Bid openers **on behalf of the Director, Industries & Commerce, Govt. of Tripura** at the time, date and venue as specified in the bid documents. Bids shall be scrutinized in accordance with the conditions stipulated in the Bid document. In case of any discrepancy of non-adherence Conditions, the Bid accepting authority shall communicate the same which will be binding both on the bid Opening authority and the Bidder. In case of any ambiguity, the decision taken by the Bid Accepting Authority on bids shall be final.

15. Bid Evaluation

15.1 All the statement, documents, certificates, BOQ (bill of quantity) etc., submitted/uploaded by the bidder will be verified by the Bid Evaluation Committee. The clarifications, particulars, if any, required from the bidders, will be obtained by addressing the bidders. Bids will be evaluated against the specified parameters / criteria same as in the case of conventional bids and the qualified bidders will be identified. The result of bids evaluation can be seen in the e-procurement application <https://tripuratenders.gov.in> by all the bidders who participated in the Bid.

15.2 **Details of 'Bid Evaluation Committee' shall be uploaded in the e-procurement portal <https://tripuratenders.gov.in> and all the bidders can access the same.**

15.3 Bid Inviting Authority may cancel the bid at any stage without any prior notice.

16. Discrepancy in Bid rate quoted.

Bids shall be scrutinized in accordance with the conditions stipulated in the Bid document. **Bidder shall quote rate in figures only. BOQ (in MS-Excel format) shall be open with Macro Enabled for automatic conversion from figures to words.** In case of any ambiguity, the decision taken by the Bid Accepting Authority on Bidders shall be final

F. AWARD OF CONTRACT

17. Award Criteria

17.1 The Director of Industries & Commerce, Govt. of Tripura will award or recommend to the Competent bid accepting authority for award of the contract to the Bidder who is found Technically Qualified as per the Bid conditions and who quoted lowest in financial bid.

17.2 The bid accepting authority reserves the right to accept or reject any Bid or all bids and to cancel the Bidding process, at any time prior to the award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the reasons for such action.

18. Notification of Award of Contract.

18.1 The Bidder whose Bid has been accepted will be notified of the award of contract by any authorized official, prior to expiration of the Bid validity period by publishing the Award of Contract in the Tripura Tenders portal and also may send the same through registered letter.

Contractor/ Bidder

19. Corrupt or Fraudulent Practices:

The Directorate require that the bidders/ suppliers / Bidders under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Directorate:

- (a) Define for the purposes of the provision, the terms set forth below as follows:
 - (i) “Corrupt practices” means the offering, giving, receiving or soliciting of anything of value to influence the action of a Government official in procurement process or in contract execution; and
 - (ii) “Fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Government and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish in Bid prices at artificial non-competitive levels and to deprive the Government of the benefits of free and open competition.
- (b) Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.
- (c) Will blacklist / or debar a firm, either indefinitely or for a stated period of time, if at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing a Government Contract.
- (d) Furthermore, Bidders shall be aware of the provisions stated in the General Conditions of Contract.

SECTION- IV

BILL OF QUANTITIES

Do not quote in the below screenshot. It is only for understanding.
Rate shall be quoted only in excel formatted BOQ uploaded in the Tripura Tender Portal

Item Wise BoQ						
Tender Inviting Authority: Director, Industries & Commerce, Government of Tripura						
Name of Work: Installation, Printing, Filing of flex and Display hoarding at 13 different locations in Tripura under PM Formalization of Micro Food Enterprises						
Contract No: SNA/Tripura/PMFME/2201						
Name of the Bidder Bidding Firm :						
NUMBER	TEXT	NUMBER	TEXT	NUMBER	NUMBER	TEXT
Sl. No.	Item Description	Quantity	Units	BASIC RATE per Installation, Printing, Filing of flex and Display hoarding without Tax in Numbers To be entered by the Bidder in	Total Amount for total no. of DPR excluding Tax col (5) * col (3) = Rs. P	TOTAL AMOUNT In Words without Tax
1	Installation, Printing, Filing of flex and Display hoarding at different locations in Tripura under PM Formalization of Micro Food Enterprises (PMFME) scheme of the Ministry of Food Processing Industries (MoSPI), Government of India	13.00			0.00	INR Zero Only
Total in Figures					0.00	INR Zero Only
Quoted Rate in Words					INR Zero Only	

- Bidders are allowed to quote their rate only in Col-6 only, Rs./unit In figure (exclusive of all taxes)
- Total Amount for the required quantity will be autocalculated in col 7.
- Calculation formula is given in the BOQ where ever necessary.

PREAMBLE

1. The Bill of quantity shall be read in conjunction with the **NIT instruction** to Bidder, conditions of contract, and Specifications.
2. Bill of Quantity (BOQ), which is the Rate quoting sheet in MS-Excel format shall be downloaded from e-procurement portal, filled up properly and uploaded in the bid after digital signing.
3. The Bidder shall always open the BOQ sheet with Macros Enabled.
4. Name of bidder must be written in the appropriate field of rate quoting sheet by each bidder.

SECTION - V

Annexure

Annexure I

To be filled by Bidder- sign, scan in PDF format and upload the same in the Technical Folder of Tripura tenders portal

TECHNICAL SPECIFICATION AND DETAILS OF REQUIREMENTS

(Note: Bidder has to confirm their acceptance in given sheet and for technical evaluation, this Annexure to be submitted in Technical bid)

The Bidders are required to comply with the following instruction for submission of Technical specifications:

- 1 Technical Evaluation & Scoring criteria is at Table 1
- 2 Organization details & experience of the is at Table-2

Table- 1: Technical score will be determined as follows:

S.No.	Evaluation Criteria	Total Score 100
1.	Number of years in business of firm(Max 15 points) More than 10 years (15 points) 6-10 years (10 points) 5 years (5 points)	15
2.	Whether the organization has any past experience in successfully Installation, Printing, Fixing of flex and Display hoarding in last 5 years, if yes then the no. of work executed. (Max marks (Max. Point-20) No. of assignments; More than 8 assignments(20 points) 6-8 assignments(15 points) 1-5assignments (10 points)	20
3	Similar Experience in Installation, Printing, Fixing of flex and Display hoarding in Tripura (Max. Point-20) No. of assignments; More than 6 assignments(20 points) 4-6 assignments(15 points) 2-3 assignments (10 points) 1-2 assignments (5 points)	20
4.	Financial Capability (Max. Point-20) Average Annual Turnover as per audited balance sheet in the last three years: Above Rs. 1 Crore(20 points) Above Rs. 75 Lakhs to 1 Crore (15points) Above Rs. 50 Lakhs to 75 Lakhs (10points)	20

	Above 25 Lakhs to 50 Lakhs (5 Points) Below 25 Lakhs but more than 20 Lakhs (2 points)	
5.	Whether the organization is engaged in Installation, Printing, Fixing of flex and Display hoarding. If yes, whether it is incorporated as one of the objectives in the Memorandum and Article of Association of the Organization	10
6	Documentary proof of having office in Tripura	15
	Total	100

Table- 2 : Organization details & Experience of the Bidder

1	General:		
I.	Name of the Organization/ Agency		
II.	Registered/ Corporate Office Address		
	Address for communication (including Fax & e-mail)		
III.	Name of the Coordinator for contact purpose		
2	ORGANIZATION		
I.	Year of Establishment/ Registration (submit supporting documents)		
II.	No. of year of operation		
III.	PAN Number of the Agency (Attested copy of proof may be attached separately)		
3	PAST EXPERIENCE		
I	Total work executed till date in last five years:		
	Name of the organization for which Hoarding has been established	Installation Completed on	Total Project Cost
II	Whether the Agency has any work experience in Tripura? If yes, please give brief details thereof.		
	Name of the organization for which Hoarding has been established	Installation Completed on	Total Project Cost
4	Any other relevant information the agency has to provide being installation of Hoarding.		
5	Address of Local Office, If existing.		
6	Average Annual Turnover as per audited balance sheet in the last three years:		
	Financial Year	Turn Over as per audited Balance Sheet	
	2020-21		
	2019-20		
	2018-19		

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Association: Address:

Financial Proposal – Standard Forms

[Location, Date]

Contractor/ Bidder

Annexure – III

To be filled by Bidder- sign, scan in pdf format and upload the same in the Technical Folder of Tripura tenders portal

E-BID ACCEPTANCE LETTER
(To be given on Agency Letter Head)

Date:.....

To,

Sub: Acceptance of Terms & Conditions of e-Bid.

e-Bid Reference No: _____

Name of e-Bid / Work: -

Dear Sir,

1. I/ We have downloaded / obtained the e-Bid document(s) for the above mentioned 'e-Bid/Work' from the web site(s) namely:

— as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the e-Bid/documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your Directorate/ organisations too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the e-Bid conditions of above mentioned e-tender document(s) / corrigendum(s) in its totality / entirety.
5. I/We hereby unconditionally undertake that if, any information or certificate(s) produced by me/us are found false or tampered or any provisions of this e-Bid are found violated the E-Bid Inviting Authority shall without prejudice to any other right or remedy be at liberty to reject this e-bid including the forfeiture of the full Earnest Money Deposit (EMD) and invocation of the bank guarantee absolutely at any stage.

Yours Faithfully

(Signature of the Bidder, with Official Seal)
 Contractor/ Bidder

Annexure – IV

To be filled by Bidder- sign, scan in pdf format and upload the same in the Technical Folder of Tripura tenders portal

TURNOVER CERTIFICATE

In reference to eNITNo. _____ dated _____ of Director, Industries & Commerce, I/We hereby confirm and certify that during the financial years FY-2020-21 (i.e. for the year ended 31st March, 2021) , FY- 2019 -20 (i.e. for the year ended 31st March,2020) and FY- 2018-19 (i.e. for the year ended 31st March,2019) , the Turnover/Gross Receipt of my/our firm/company M/s _____, Office Address: _____ of M/s _____ (Full Name and address of the Company/Firm) as per Income Tax Return from carrying out of survey work of Units are as follows-

1. Turnover/Gross receipts from carrying out of survey work of Units for the FY: 2020-21 Rs. _____ (Rupees _____) only.
2. Turnover/Gross receipts from carrying out of survey work of Units for the FY: 2019 -20 Rs. _____ (Rupees _____) only.
3. Turnover/Gross receipts from carrying out of survey work of Units for the FY: 2018-19 Rs. _____ (Rupees _____) only.

I/We also confirm that turnover/Gross Receipt of the firm/company M/S _____, Address; _____ during 2018-19, 2019-20 and 2020-21 is not less than average annual turnover of Rs. 100 lakhs (Rupees hundred lakhs).

I/We hereby unconditionally undertake that if the information furnished above by me/us are found false or tampered the e-Bid Inviting Authority shall without prejudice to any other right or remedy be at liberty to reject this e-bid including the forfeiture of the full Earnest Money Deposit (EMD).

Place: _____

Date: _____

Yours Faithfully
(Signature of the Bidder, with Official Seal)

Contractor/ Bidder

Annexure – V

To be filled by Bidder- sign, scan in pdf format and upload the same in the Technical Folder of Tripura tenders portal

DECLARATION

I/we

.....
.....,

have gone through carefully all the Bid conditions and understood all the clauses, specifications of e-bid items, instruction of the NIT and having been fully satisfied have quoted the rate of item. I / we solemnly declare that I / we will abide by any penal action such as disqualification or black listing or termination of contract or any other action deemed fit, taken by, the Directorate against us, if it is found that the statements, documents, certificates produced by us are false / fabricated.

I / we hereby declare that, I / We have not been blacklisted / debarred / Suspended / demoted in any Directorate in Tripura or in any State of India due to any reasons.

(Signature of bidder)

Full name & seal

Contractor/ Bidder