



Tender Document

For Supply, installation, training, commissioning and maintenance of Equipments & machines for
Establishment of Common Facility Centre at Dumka, Jharkhand

Under the Project:

“Promoting Integrated Bamboo Based Enterprise Development among SAARC Countries: India
Component”

Implemented by: Foundation for MSME Clusters, New Delhi

IMPORTANT DATES

Date of Tender	: 10/08/2021
Last date of submission of Tender	: 30/08/2021
Date of opening of Tender	: 02/09/2021

Foundation for MSME Clusters (FMC)

USO House, 2nd Floor, USO Road,
Off Shaheed Jeet Singh Marg,
6, Special Institutional Area,
New Delhi – 110067
Tel: +91-11-40563323/24
info@msmefoundation.org

IMPORTANT CLARIFICATIONS:

Following terms are used in the document interchangeably to mean:

1. FMC means "Foundation for MSME Clusters"
2. CFC means "Common Facility Centre"
3. Tender means this "Tender document"
4. Recipient, Respondent and Bidder means "Respondent to the Tender document"
5. OEMs means "Original Equipment Manufacturers"
6. Bid means response to the Tender Document prepared by the Bidder and submitted to Foundation for MSME Clusters.
7. 'LOI' means "Letter of Intent".
8. Term of the Contract/Agreement shall reckon from the successful installation and commissioning of the last system

This document is meant for the specific use by the Company / Agency interested to participate in the current bidding process. This document in its entirety is subject to Copyright Laws. FMC expects the bidders or any person acting on behalf of the bidders to strictly adhere to the instructions given in the document and maintain confidentiality of information. The bidders will be held responsible for any misuse of the information contained in the document and liable to be prosecuted by the FMC in the event of such a circumstance is brought to the notice of the FMC. By downloading the document, the interested party is subject to confidentiality clauses.

NOTICE INVITING TENDER

**To,
All Eligible Bidders**

Sealed proposals are invited from OEMs/ Authorized distributors for supply of machinery and equipment for establishment of Common Facilities Centre (CFC) at Dumka, Jharkhand-814101. Proposal should be submitted in separate envelopes for Technical Bid and Financial Bid along with earnest money of **Rs. 5,000/-** (Rupees Five Thousand Only) and can be deposited to the; Procurement Officer, Project: "Promoting Integrated Bamboo Based Enterprise Development among SAARC Countries - India Component", Foundation for MSME Clusters (FMC), USO House, 2nd Floor, USO Road, Off Shaheed Jeet Singh Marg 6, Special Institutional Area, New Delhi – 110067 up to **05.00 PM on 30th August, 2021**. The Demand Draft of earnest money should be in the name **Foundation for MSME Clusters, New Delhi**. Proposals received will be opened before the Procurement Committee of **FMC on 2nd September, 2021 at 4.00 PM**. However Tender sets free of cost and exemption from payment of earnest money to registered MSEs having EMD exemption certificate from any approved body of Ministry of MSME such as National Small Industries Corporation (NSIC) or so.

Detailed proposal along terms of reference can be obtained from **Foundation for MSME Clusters (FMC) USO House, 2nd Floor, USO Road, Off Shaheed Jeet Singh Marg, 6, Special Institutional Area, New Delhi – 110067** on any working day between **10th August, 2021 to 30th August, 2021** from 10.00 AM to 5.00 PM and also can be downloaded from <https://fmc.org.in/tender/>

The details of items to be supplied and Terms and Conditions are available in the tender document. Foundation for MSME Clusters, reserve the right to cancel any or all the proposals without assigning any reason.

**Procurement Officer
Foundation for MSME Clusters
New-Delhi**

FORM-1 (Terms of Reference)

(Establishment of Common Facilities Centre, Dumka, Jharkhand)

Tender Document Number : FMC/SDF Bamboo / 2021 -22/001

Date of issue of Tender Document : 10th August, 2021

Signature of issuing authority

Terms and Conditions:

1. The average turnover of the bidder for the last three years (2018-19, 2019-20, 2020-21) should not be less than **Rs. 40.00 lakhs**.
2. The bidder should have minimum three-year experience as on 30th July, 2021 in supply of said machinery and necessary evidence of one such order executed of any of the machinery mentioned in the Tender Document need to be furnished as per **Annex -1**.
3. The bid should be submitted as prescribed in the Tender Document.
The Tender Document can be obtained from Foundation for MSME Clusters (FMC) USO House, 2nd Floor, USO Road, Off Shaheed Jeet Singh Marg, 6, Special Institutional Area, New Delhi on any working day from **10th August, 2021** to **30th August, 2021** between **10.00 am to 5.00 pm** and also can be downloaded from <https://fmc.org.in/tender/>
4. Bid Document should be deposited in separate envelopes containing (a) Technical Bid and (b) Financial Bid along with earnest money of Rs. 5,000/- at above address on or before 05.00 pm of **30th August, 2021**. Earnest money can be paid through DD purchased in favor of Foundation for MSME Clusters, New Delhi. In case you are registered as an MSME, earnest money deposit is not required. However, in that case you need to attach your MSME Registration Certificate (e.g. EM2 or Udyog Aadhar). The bids received will be opened before the Purchase committee on **2nd September, 2021** at **4.00 pm**. The date of opening of the financial bids will be announced through email.
5. The bids will be submitted in sealed envelopes separately for technical bid and financial bid. On each envelop "**Bid for establishment of Bamboo CFC at Dumka, Jharkhand-814101**" should be written on the top of envelop. Technical Bid and Financial Bid should also be clearly mentioned on its respective envelope.
6. The Technical Bid will be opened and considered first. The financial Bids of only eligible firms/agencies will be opened. Bid documents of unsuccessful bidders will not be returned and will be destroyed. Incomplete bids will be rejected and destroyed. The bidder should submit implementation plan of supplying & erection of machinery along with other details of the firm as per **Annex - 2**.
7. The bidder can submit bid for the whole or part of the items mentioned below. However, preference will be given for those firms, which can supply all the mentioned items.
8. Technical Bid/ Financial Bid cannot be withdrawn once submitted.
9. If the items supplied are not found as per specifications or unsatisfactory or delivered after stipulated time, the payment of whole or equivalent amount can be withheld.
10. The selected bidder has to enter into an agreement with Implementing Agency Foundation for MSME Clusters, New Delhi on the Stamp Paper of Rs. 100/- on prescribed Performa.
11. Foundation for MSME Clusters, New Delhi has reserved the right to accept the bid partially/in full or may reject any or all the bids without assigning any reason.
12. The maximum time frame given for supply of machinery, erection, and training of CFC personnel is 2 months and extendable by 1 month with justification.
13. Bid validity should be for 90 days from 1st September, 2021; i.e. till 30th November, 2021.

14. All attachments need to be **self-attested**

15. **Payment Terms and Conditions:**

- a. 30% of agreed payment as advance along with work order
- b. 30%, after machinery delivered on site.
- c. 25%, after installation of machinery
- d. 13% after successful trial production
- e. 2% as performance guarantee and will be given only after 6 months completion of commercial operations.

Declaration:

I do here by agree to abide by all the terms and conditions mentioned above.

(Seal & Signature of the authorized person/proprietor)

Name :

Designation :

Name of firm :

Phone/Mob :

FORM-2 (Technical Bid)

(Establishment of Common Facilities Centre at Dumka, Jharkhand-814101)

Tender Document Number : FMC/SDF Bamboo / 2021 -22/001

Date of issue of Tender Document : 10th August, 2021

Signature of issuing authority

Technical Bid:

Part – 1

Description of Items

Name of work: Supply and erection (where applicable) of Machineries & Equipments for establishment of CFC at Dumka, Jharkhand-814101

Sl. No.	Description of item
1	Laser Engraving and Cutting Machine
2	Compact Dehumidifier
3	Heavy duty Electrical Dry kiln
4	Wide belt sander
5	Pallet Warping Machine
6	Box Strapping Machine
7	Electric Chop Saw
8	Electric Drill Tool Kit
9	Electric Angle Grinder
10	Electric Heat Gun

Part – 2

Annex -2; Details of bidders

- 1 Name of Firm/Agency :
- 2 Registered Address of Firm/Agency :
- 3 Name, Phone No, Cell Number and e-mail address of co-coordinator/contact person :
- 4 Nature Registration of Firm/Agency/ Company or Any Other (Please Mention) :
- 5 Registration Number of Firm/Agency :
- 6 Year of Commencement of work of the Firm/Agency :
- 7 Turnover of Firm/Agency for the year 2018-19 and 2019-20, 2020-21 as per CA Certified Balance Sheet (Please enclose a copy) :
- 8 Number of persons working (Manpower with the firm/Agency) :
- 9 PAN No. of the Firm/Agency (Please enclose photocopy) :
- 10 GST No. of the Firm/ Agency (Please enclose photocopy) :
- 11 Description of supply of similar items done in the past by the Firm/ Agency (Please enclosed copies of work) :

order/Invoices)

12 Action plan for present activity :

13 Other details (if any) :

Miscellaneous:

1. The average turnover of the bidder for the last three years (2018-19, 2019-20, 2020-21) should not be less than **Rs. 40.00 lakhs**.
2. A demand draft of Rs. 5,000 (Rupees five thousand only) will be enclosed with the technical bid as earnest money. The draft will be in favour of Foundation for MSME Clusters payable at New Delhi.
3. Balance Sheet prepared by chartered Accountant for 2020-21 must be enclosed along with technical bid or Provisional Balance Sheet for the FY 2020-21 is also accepted.
4. Copies of Income Tax returns for the 2019-20 must be enclosed with technical bid.
5. **Copy of authorization from Original Manufacturer, in case the bidder is not OEM and only authorized distributor / dealer/ supplier.**
6. Copy of PAN/ GSTN Registration Certificate will be enclosed with technical bid.
7. Preference will be given to bidders who would provide annual maintenance on the equipment, machine for five years after the warranty period.
8. The profile and following details of bidder firm/agency along with photograph, paper cutting, copy of work order will be submitted as under:

Annex 1: Details of Machinery Supplied Previously

Year	Details of items supplied	Duration	Name of party for whom items supplied
2018-19			
2019-20			
2020-21			

9. Detail of earnest money (Not applicable for registered SMEs having EMD exemption certificate)

D.D. No. :
a) Date :
b) Amount :
c) Name of the issuing bank :

Declaration:

I hereby declare that the information given in the technical bid is true and correct and I hereby accept all the terms and conditions.

Place:

Date:

(Seal & Signature of the authorized person/proprietor)

Name :
Designation :
Name of firm & address :
Phone / Mobile No. :

FORM-3 (Description of Work)**(Establishment of Common Facilities Centre at Dumka, Jharkhand-814101)****Tender Document Number : FMC/SDF Bamboo / 2021 -22/001****Date of issue of Tender Document : 10th August, 2021****Signature of issuing authority****Description of work**

1. Name of work: Supply and erection (where applicable) of Machineries & Equipments for establishment of Dumka, Jharkhand-814101

Sl. No.	Description of item	Quantity
1	Laser Engraving and Cutting Machine; Working Area 1300x2500mm, Laser: Type Co2 DC Glass Laser Tube / RF Metal Laser Tube, Laser Power Option Glass Tube - 60/80/100/130/150 Watt /Metal Tube - 40/60/80/100/200-Watt, Supply Voltage AC 230 V \pm 0.05% / AC 415 V \pm 0.05%, Reposition Accuracy 0.1 mm (Max)"	1
2	Compact Dehumidifier; 1. Room size: 40' (L) x 30' (W) x 20' (H), Room Construction of partial brick & top sheet, Room has 2 No. doors of size 10' x 10' each which open 2 times per hour, No. of person working in room: 4 Nos.	1
3	Heavy duty Electrical Dry kiln; Size 6'6" x 12', Temperature range 80–120-degree, Trolley for material with adjustable partitions, Heavy duty insulation with high temp. Paint, 2 sets of Top blowers with even heating, Automatic Temp. Controller, Heaters 6-8kw.	1
4	Wide belt sander; Sanding roller diameter 210mm, working width 40-1300 mm, Working thickness 2.5 mm to 150 mm	1
5	Pallet Warping Machine; Capacity 80kg, wrapping heigh:1000 mm Function: Pallet Stretch warping machine	1
6	Box Strapping Machine; Packing Size: any size, Packing Weight 80kgs, Function Box Strapping	1
7	Electric Chop Saw; with TCT Bamboo/Wood circular Cut-off Wheel Dia. 355mm (14") 2,200W power input, Quick lock-vice, precise clamping of materials, Spark diversion guard	50
8	Electric Drill Tool Kit (Set of 90 to 100 tools); Corded, 2,200W power input, Drilling diameter: 10 mm for concrete and masonry; 8 mm for steel; 20 mm for wood	50
9	Electric Angle Grinder; for Bamboo/Wood Work, with 5' Backing Pad, Grinder Nut and 30 Nos Fibre Sanding Disc (10 pcs P60, 10 pcs P80, 10 pcs P100)	25
10	Electric Heat Gun; Working temperature: 60 – 550°C °C; Airflow: 350 – 550 l/min; Heat-up time: 1 min; Cord Length: 2 m; with an overheat protection	25

Financial Bid

Sl. No.	Supply of specified items	Amount Quoted (item wise)
1	1. The amount should be quoted item wise as per above specifications 2. The price quoted should be inclusive of taxes, freight, and erection charges if any.	

Place :
Date :

Signature of the authorized person
Name:
Designation:
Name of firm & address:
Phone /Mobile No. :
Seal of the firm:

DATA SHEET

1	Tender Notice No.	FMC/SDF Bamboo / 2021 -22/001
2	Name of the work	Supply and erection (where applicable) of Machineries & Equipments for establishment of CFC at Dumka, Jharkhand-814101
3	Location	Dumka, Jharkhand-814101
4	Owner	Foundation for MSME Clusters
5	Earnest Money Deposit.	Rs. 5,000 (Rupees Five thousand Only) (by way of Demand Draft in favour of Foundation for MSME Cluster).
6	Tender Document available from	From 10th August, 2021 to 30th August, 2021 Downloadable from the FMC's website – https://fmc.org.in/tender/
7	Last date of submission of Bid	30th August, 2021 up to 17:00 hrs
8	Bid to be submitted to	Procurement Officer, Project: "Promoting Integrated Bamboo Based Enterprise Development among SAARC Countries - India Component", Foundation for MSME Clusters (FMC), USO House, 2nd Floor, USO Road, Off Shaheed Jeet Singh Marg, 6, Special Institutional Area, New Delhi -110067
9	Bid System	Envelope -1: Technical Bids Envelope -2: Financial Bids
10	Opening of Technical Bids	At 16:00 hrs on 2nd September, 2021 at Conference Hall, Foundation for MSME Clusters (FMC) USO House, 2nd Floor, USO Road, Off Shaheed Jeet Singh Marg, 6, Special Institutional Area, New Delhi -110067
11	Warranty	24 months from the date of commissioning is preferred.
12	Mode of payment	Milestone based payment, as per clause No: 16, of the terms of reference, payment will be through Cheque/ RTGS
13	Liquidated damages for delayed supply	0.5% of the cost of machine/s per week or part thereof for delayed delivery subject to maximum of 10% of the cost of the Machine/s, for which there is delay.
14	Escalation of price	No escalation permitted once quoted.
15	Delivery Period	Time frame given for supply of auxiliary machinery, and training of CFC personnel (if any) is 3 months.