

Tender Notice

Dated: Guwahati, 27/12/2016

Indian Institute of Entrepreneurship (IIE), an autonomous organization under the Ministry of Skill Development and Entrepreneurship, Govt. of India invites sealed quotations from authorized firms/suppliers for Supply, assembling and installation of Sewing Machines for various locations in Assam.

I. General Details and Conditions

- Description: Supply, assembling and Installation of Sewing Machines.
- Location: As specified
- Price quoted will be inclusive of all charges and installation
- Purchase of Tender document: Rs. 500/- (non-refundable) to be submitted at the time of submitting the tender through Demand Draft of Rs. 500.00, in favor to **The Director, IIE, Payable at Guwahati.**
- Tender document may be downloaded from the website **www.iie.gov.in**
- Period of delivery and installation: 7 working days from the day receipt of work order.
- The other Terms and Conditions applicable to this tender have been incorporated in the tender documents.
- The Competent Authority reserves the right to reject all or any tender wholly or partly without assigning any reason whatsoever.
- Last date and time of submission the tender document: **5 PM, Tuesday, 03-01-2017.**
- Date and time of opening tenders: **11 AM, Wednesday, 04-01-2017.**
- The Tender shall be submitted in accordance with the instructions and conditions and any tender not conforming thereto is liable to be rejected. The instruction shall form the part of the tender and contract.
- The tender shall be complete with all documents. The tender received without tender fee shall be rejected outright.
- The duly signed and stamped tenders shall be submitted at the address: **Indian Institute of Entrepreneurship Basistha Chariali, N.H-37 Bypass, Near Game Village, Lalmati, Guwahati : 781029**, in a sealed envelope superscribing **“TENDER FOR SUPPLY AND COMMISSIONING OF SUPPLY, ASSEMBLING AND INSTALLATION OF SEWING MACHINES FOR VARIOUS LOCATIONS IN ASSAM.”** including the following -
 - The forwarding letter of the tender
 - Tender bid Proforma
 - Detailed description of the machines; catalogue containing detail technical specification; list of essential spares to be supplied; Certifications if any; certificate of registration/proof of ownership along address; copy of pan card; income tax and sales tax certificates; certificate that the firm is not blacklisted by any Government/Private Organization; Certificate that the firm has no pending

vigilance/CBI case; certificate that the firm is not supplying the same item at lower rates quoted in the tender to any government institution during the past one year, as per fall clause adhered by DGS & D and other government organization.

- Demand draft for tender fee.
- Checklist

II. **Scope of Work:** Supply, assembling and Installation of Sewing Machines for various locations in Assam as per the following:

Sl. No.	Machine Description	Qty
1.	Single Needle Lockstitch Industrial Foot Sewing Machine for Light, Medium, and Heavy Fabric up to 6 Mm thickness; capable of more than 1800 stitches per minute, with stitch length 6 to 25 Stitches Per Inch.	25

III. **Installation:-**

The supplier shall install the machine as per the following:

- a) The firm shall arrange all necessary tools, technical personal for carrying out the installation and commissioning the machines adhering all safety and security.
- b) The supplier have to arrange for installation as per the following geographical location

Sl No	Location	Nos
1.	Dima Hasao	8
2.	Kokrajhar	17

IV. **TRAINING:** - The firm should impart suitable training for operation and maintenance of the machine during installation.

V. **SPARES:-** As per user requirement.

VI. **SERVICES:-** The supplier shall agree to provide service support during the life of the machine.

VII. **GUARANTEE/WARRANTY:-**

Supplier should give guarantee/warranty for the satisfactory performance of the machine as the company norms from the date of successful installation of the machines.

Sd/-

Administrative Officer (i/c)

Indian Institute of Entrepreneurship

Lalmati, Basistha Chariali, Guwahati-29, Assam

Tel: 0361-2300840, 2302646

Forwarding Letter Format
(To be provided in the official letter head of the bidder)

To,
The Director,
Indian Institute of Entrepreneurship,
Guwahati, Assam

Subject: Supply, assembling and Installation of Sewing Machines for various locations in Assam

Dear Sir,

HAVING EXAMINED AND PERUSED THE FOLLOWING

1. **General Details and Conditions**
2. **Scope of Work**
3. **LBI Tender Bid Proforma**
4. **Checklist**

We hereby submit our quoted rates valid for 90 days from the date of submission of tenders. Should our tender be accepted.

I/We agree :-

1. The tender document along with your letter of award or supply order shall constitute the bind contract between us and Indian Institute of Entrepreneurship, Guwahati.
2. In the event of failure to supply this item in full within 7 working days, the committed delivery order will be treated as cancelled.

SUPPLIER's SIGNATURE

Date:

Supplier Name & Seal

Tender Bid Proforma

Sewing Machines						
Sl. No.	Machine Description	Brand and Specification	Qty	Rate	Amount(Rs)	Remarks
1.	Single Needle Lockstitch Industrial Foot Sewing Machine for Light, Medium, Heavy Fabric upto 6 Mm thickness; capable of more than 1800 stitches per minute, with stitch length 6 to 25 Stitches Per Inch.					
**May add rows and columns if required						

(Signature)

Date

Official Seal

Checklist

Sl. No.	Type of Document	Please Tick
1.	The forwarding letter of the tender	<input type="checkbox"/> YES <input type="checkbox"/> NO
2.	Tender bid Proforma	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.	List of latest customers who have been supplied Plant & Machinery for similar Projects	<input type="checkbox"/> YES <input type="checkbox"/> NO
4.	The Customer Feed Back	<input type="checkbox"/> YES <input type="checkbox"/> NO
5.	Detailed description of the system	<input type="checkbox"/> YES <input type="checkbox"/> NO
6.	Catalogue containing detail technical specification	<input type="checkbox"/> YES <input type="checkbox"/> NO
7.	List of essential spares to be supplied	<input type="checkbox"/> YES <input type="checkbox"/> NO
8.	Quality Certifications (if any)	<input type="checkbox"/> YES <input type="checkbox"/> NO
9.	Details of manufacturing facility available in-house	<input type="checkbox"/> YES <input type="checkbox"/> NO
10.	Certificate of registration/proof of ownership along address	<input type="checkbox"/> YES <input type="checkbox"/> NO
11.	Copy of pan card	<input type="checkbox"/> YES <input type="checkbox"/> NO
12.	TIN certificate	<input type="checkbox"/> YES <input type="checkbox"/> NO
13.	VAT certificate	<input type="checkbox"/> YES <input type="checkbox"/> NO
14.	Income tax and sales tax certificates	<input type="checkbox"/> YES <input type="checkbox"/> NO
15.	Certificate that the firm is not blacklisted by any Government/Private Organization	<input type="checkbox"/> YES <input type="checkbox"/> NO
16.	Demand draft for tender fee	<input type="checkbox"/> YES <input type="checkbox"/> NO
17.	Certificate that the firm has no pending vigilance/CBI case;	<input type="checkbox"/> YES <input type="checkbox"/> NO
18.	Certificate that the firm is not supplying the same item at lower rates quoted in the tender to any government institution during the past one year, as per fall clause adhered by DGS &D and other government organization.	<input type="checkbox"/> YES <input type="checkbox"/> NO

(Signature)

Date

Official Seal