



Indian Institute of Entrepreneurship
An ISO 9001:2008 Certified Organisation
Lalmati, N.H. Bypass No. 37
Guwahati 29

I. Inviting sealed quotations from authorized firms/suppliers for Supply of various Food Processing Machineries under the Project “Consortium for Micro Planning and Enhancing Livelihood Opportunities” sponsored by Assam Project on Forest and Biodiversity Conservation Society (APFBCS).

Indian Institute of Entrepreneurship (IIE), Guwahati, an autonomous organization under the Ministry of Skill Development and Entrepreneurship, invites sealed quotations affixing court fee stamps of Rs.8.25 (Rupees Eight and Twenty Five paisa only) from authorized vendor/firms/suppliers for **Supply, Delivery, Assembly and Installation of various Food Processing Machineries** under the Project “Consortium for Micro Planning and Enhancing Livelihood Opportunities” sponsored by Assam Project on Forest and Biodiversity Conservation Society (APFBCS).

A) General Details and Conditions

1. **Description of work:** Supply, delivery, assembly and installation food processing machineries for Project COMPELO under APFBCS, Assam.
2. **Location of Delivery:** IIE, Campus Guwahati.
3. **Tender Application Fee:** Rs.1000/- (non-refundable) to be submitted at the time of submitting the tender through Demand Draft/Banker’s cheque in favour of “Indian Institute of Entrepreneurship” Guwahati, payable at Guwahati.
4. **Installation:** At 5 locations as assigned under the COMPELO-APFBCS Project viz;
I Barengabari EDC (Manas Wildlife Division)
II Mirigaon EDC (Tinsukia Wildlife Division)
III Erasuti Gaon EDC (Tinsukia Wildlife Division)
IV Christianbasti JFMC (Nagaon South Forest Division)
V Maurabasti JFMC (Nagaon South Forest Division)
5. Price quoted should be inclusive of freight/transportation, taxes, charges, duty, transit insurance and installation of all the machineries at various JFMCs/EDCs assigned under the APFBCS Project.
6. All price quoted should be inclusive of GST.
7. The supplier shall agree to provide service support during the life of the machines. All type of services/AMC etc. cost should be included.
8. **Period of delivery and installation:** 15 working days from the date of receipt of work order.
9. The other Terms and Conditions applicable to this tender have been incorporated in the tender documents.

10. The Competent Authority reserves the right to reject all or any tender wholly or partly without assigning any reason whatsoever.
11. Last date of submission the tender document: 10 days from the date of advertisement.
12. The Tender shall be submitted in accordance with the instructions and conditions and any tender not conforming the conditions is liable to be rejected. The instruction shall form the part of the tender and contract.
13. The tender shall be complete with all documents. The duly filled, signed, stamped and sealed tender document should be submitted at the following address:
Indian Institute of entrepreneurship, Basistha Chariali, N.H. 37 Bypass, Near Game Village, Lalmati, Guwahati – 781029 in a sealed envelope superscribing “ Supply of Food Processing Machineries under Project COMPELO, APFBCS, ASSAM” including the following:
 - The forwarding letter of the tender
 - Tender bid Proforma
 - DD/Banker’s cheque
 - List as per Checklist (enclosed as Annexure I).

B) Eligibility of the supplier:

1. Must have least 2 years of experience of supplying similar type of items.
2. Must have at least Rs 100 lakhs of annual turnover from the supply of such items during the last 2 years.
3. Must not be black listed by any agency from supplying of such items in the past five years.
4. Must have experience of providing post sales services.

II List of Machineries and Equipment:

SL. No.	Machineries	Specifications	Qty	Objective
1.	Heavy duty mixture grinder	1500 watt motor; 20/30 kg per hour	10	For grinding of spices, blending of ripe fruits / boiled vegetables for obtaining pulp.
2.	Screw type juice extractor	Motor operated Model 200; 1 HP Motor; 2000-4000 oranges / hour	10	For obtain fruit juices for making squash, fruit juice etc.
3.	Sealing machine	10 inch hand operated; P.P. bag; 240 volt	10	For sealing of PP bags, Standing pouch.
4.	Aluminium foil sealing machine	4 inch diameter; electrical operated; 240 volt	5	For sealing of aluminium foils on the top of the PET bottles.
5.	Mattel stamping	Size 60x30 mm; play 1-3 hrs	10	For stamping work for marking product weight, Mfg date, MRP, Expiry date etc.
6.	Hot air gun	2000 watt; air flow 150-500 l/min	10	For securing caps or whole packaged by quizzing with PP film.
7.	SS heavy fruits and vegetable cutter	Small size; dimension 12”x9”x8”	5	For cutting fruits and veg. into small sizes.
8.	Mini Vacuum filling machine	For pickle, sauces and juices	5	For filling pickle into pouches or bottles under a hygiene condition.
9.	Dryer	50 kg capacity	5	For drying of fruits and vegetables.

*the number of machines may change at any time of the tendering process by the authority.

III Packing, Transport and Installation of the machines:

The successful bidder shall be responsible for packing, transportation, installation and trial run of the machineries and equipment as per the following:

- a) The agency has to install and demonstrate trial run of the machines at the various JFMCs and EDCs as mentioned above.
- b) **TRAINING:** The bidder should impart suitable training to a group of beneficiaries for operation and maintenance of the machines during installation at the specified site and if required separate training program may be arranged with separate financial consideration.
- c) **SPARES:** The agency has to provide required spare parts as and when required for at least two year as per the market price. The present market price of the spare part shall be mentioned along with the quotation.
- d) **SERVICES:** The agency must be able to provide post sale services as and when required with a separate fee as per the market rate.
- e) **MRLS and MANUALS:** The supplier has to include manufacturer recommended list of spares and cost thereof for 2 years successful running of machine in their quotation. However the same will not be considered for finalization of order.

IV SELECTION CRITERIA: The technical score of the agency will be evaluated based on the above mentioned criteria and the agency has to score 70% of the technical score. The evaluation criteria is as follows;

Sl No	Criteria	Full Score
1	Experience of supplying food processing machines: More than 5 years -20 points, 1-5 years -10 points, less than 1 year - 0	20
2	Annual turnover from the supply business: >Rs 100 lakh - 20, Rs 50-100 lakhs - 10, Rs 25-50 lakhs - 5, <Rs 25 lakh-0	20
3	Experience of providing post sales services: >5 years-10, 1-5 years -5, <1 year-2.5, No experience - 0	10
4	Total	50
5	Eligible score for opening financial bid	35/50

- V) **GUARANTEE/WARRANTY:** Supplier should give guarantee/warranty for the satisfactory performance of the machines as per 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
Lalmati, Basistha Chariali, Guwahati-29, Assam**

Subject: Supply, Delivery, Assembly and Installation of various **Food Processing based** machineries and equipment for various JFMCs and EDCS assigned under the Project COMPELO, APFBCS, Assam.

Dear Sir,

With reference to the tender notification, we hereby submit our technical credibility and financial quotation for supply of the listed machines. We agree that: the tender document provided are true to our knowledge and spirit and if found incorrect, our application will be cancelled automatically and we are ready to provide the required bank guarantee for the supply/against the advance amount.

Technical Bid document:

Sl No	Criteria	List of Enclosed supporting documents
1	Experience of supplying food processing machines-supply order copies	
2	Annual turnover from the supply business- Annual audit reports	
3	Experience of providing post sales services-order copies	
4	Total	
5	Eligible score for opening financial bid	35/50

(Signature)

Date

Official Seal

Financial bid document

**To,
The Director,
Indian Institute of Entrepreneurship
Lalmati, Basistha Chariali, Guwahati-29, Assam**

Subject: Financial quotation for Supply, Delivery, Assembly and Installation of various **Food Processing based** machineries and equipment for various JFMCs and EDCS assigned under the Project COMPELO, APFBCS, Assam.

Dear Sir,

Please find the best possible quotation for supply of the listed items as follows:

SL. No.	Name of the Machine	Unit price at Ex-factory	Price (including tax, packaging, transport, installation & Trial run at various locations)				
			Barengabari (Manas)	Mirigaon (Tinsukia)	Erasuti Gaon (Tinsukia)	Christianbasti (Nagaon South)	Maurabasti (Nagaon South)
1.	Heavy duty mixture grinder						
2.	Screw type juice extractor						
3.	Sealing machine						
4.	Aluminium foil sealing machine						
5.	Mattel stamping						
6.	Hot air gun						
7.	SS heavy fruits and vegetable cutter						
8.	Mini Vacuum filling machine						

(Signature)

Date

Official Seal

ANNEXURE I
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 fee (Rs.1000/- non-refundable) through DD/ Banker's Cheque*	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.	Technical bid document*	<input type="checkbox"/> YES <input type="checkbox"/> NO
4.	Supporting for technical bid	<input type="checkbox"/> YES <input type="checkbox"/> NO
5.	Financial Bid document*	<input type="checkbox"/> YES <input type="checkbox"/> NO
6.	Certificate of registration/proof of ownership along address*	<input type="checkbox"/> YES <input type="checkbox"/> NO
7.	Copy of pan card / TIN*	<input type="checkbox"/> YES <input type="checkbox"/> NO
8.	VAT certificate / GST*	<input type="checkbox"/> YES <input type="checkbox"/> NO
9.	Undertaking that the firm is not blacklisted by any Government/Private Organization	<input type="checkbox"/> YES <input type="checkbox"/> NO
10.	Undertaking that the firm has no pending vigilance/CBI case	<input type="checkbox"/> YES <input type="checkbox"/> NO
11.	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

* Compulsory

(Signature)

Date

Official Seal