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GOVERNMENT OF KARNATAKA

Commercial Taxes Department

Joint Commissioner of Commercial Taxes, (Admn) VAT Division, Dharwad

Phone No. 2210172

No. JCCT(A)/VAT Dn/DWR/2010-11

Dated: 03-06-2010

TENDER NOTIFICATION

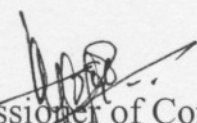
Tenders are invited under two covers system, from the authorized dealers of the original equipment manufactures (OEM) for the supply of Generators described in the table given below and installation at, Vanijya Terige Bhavan, D.C.Compound, Dharwad and Vanijya Terige Sankirna, Navanagar, Hubli locations of the Commercial Taxes Department (CTD).

Sl.No.	Description of Generators required	Quant required (Numbers)
1	Generators 160 KVA	1
2	Generators 100 KVA	1

The prescribed tender forms and the request for proposal (REP) showing terms and conditions, technical specification of Generators required to be supplied and installed and, all other relevant details of this tender can be obtained from the website: <http://ctax.kar.nic.in>. or from the Joint Commissioner of Commercial Taxes, (Admn) VAT Division, Dharwad. The bidder should satisfy all the terms and conditions laid down in the RFP in relation to supply and installation of the above listed Generators.

The last date for submission of tender is 02-07-2010 5.00 P.M. The sealed cover containing both the 'prequalification bid' and the 'financial bid' covers should be delivered to the Joint Commissioner of Commercial Taxes, (Admn) VAT Division, Dharwad. Tenders received after 5.00 PM on 02-07-2010 will be rejected.

The prequalification bids will be opened on 05-07-2010 at 4.00 PM in the presence of available bidders (no written intimation to this effect will be given to individual bidder) and the financial bids will be opened on 05-07-2010 at 4.00 PM in the office of the Joint Commissioner of Commercial Taxes, (Admn) VAT Division, Dharwad.


Joint Commissioner of Commercial Taxes,
(Admn) VAT Division, Dharwad.

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**GOVERNMENT OF KARNATAKA
COMMERCIAL TAXES DEPARTMENT (CTD) DHARWAD**

REQUEST FOR PROPOSAL (RFP)

FOR

**SUPPLY, INSTALLATION OF GENERATORS TO THE DHARWAD
& NAVANAGAR HUBLI DEPARTMENT BUILDINGS IN
DHARWAD DIVISION**

**Joint Commissioner of Commercial Taxes,
(Admn) VAT Division, Vanijya Therige Bhavan, D.C. Compound, Dharwad**

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ABBREVIATION USED

CCT: Commissioner of Commercial Taxes

CTD: Commercial Taxes Department

CP : Check posts

JCCT: Joint Commissioner of Commercial Taxes,

Int : Intelligence wing

Vig : Vigilance wing

HQ :Head quarters (Vanijya Therige Bhavan, D.C. Compound, Dharwad)

B.G : Bank Guarantee

VAT: Value Added Tax

TIN : Tax payers Identification Number

VTK: Vanijya Therige Karyalaya

STPI: Software Technology Parks of India

OCM : Original equipment manufacturer

DISCLAIMER

The information contained in this tender document or subsequently provided to bidder(s) whether verbally or in documentary form by or on behalf of the Commercial Taxes Department (CTD), is provided to the bidder(s) on terms and conditions set out in this tender document and all other terms and conditions subject to which such information is provided.

The purpose of this tender document is to provide the bidder(s) with information to assist the formulation of their proposals. This tender document does not purport to contain all the information that each bidder may require. This tender document may not be appropriate for all persons, and it is not possible for CTD to consider the investment objectives, financial situations and particular needs of each bidder who reads or uses this tender document. Each bidder should conduct its own visit and analysis and should check the accuracy, reliability and completeness of the information contained in this tender document and whether necessary, obtain independent advice from appropriate sources. CTD makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the tender document.

CTD may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information contained in this tender document.

1. SCOPE OF WORK

- 1.1 The scope of work required to be carried out by the bidder should cover and include the following: supply and installation of Generators at the identified offices.
- 1.2 The requirement of number of Generators in each of the 2 offices, is given in the annexure I & IV enclosed to this RFP. The technical specification of different Generators is given in annexure V enclosed to this RFP.
- 1.3 The details of the address and locations of 2 offices, at which the supply and installation of Generators is required to take place are given in annexure VI of this RFP.
- 1.4 **SPECIAL CONDITIONS RELATING TO THE SCOPE OF WORK:**
 - 1.4.1 All the items/ products covered in this tender to be supplied/installed by the successful bidder should carry a 3 years comprehensive onsite warranty.

2. RESONSIBILITIES OF THE DEPARTMENT:

- 2.1 The CTD should ensure the availability of space for installation of Generators in the identified 2 Official Building locations, in Annexure VI enclosed to this RFP.
- 2.2 The CTD should allow free entry and access to the authorized personnel of the successful bidder to carry out the works (i.e. supply, installation etc.) specified in this RFP during the working hours at offices.

3. RESPONSIBILITIES OF THE BIDDER:

The responsibilities of the bidder under the agreement include the following:

- 3.1 **Agreement:** The successful bidder should enter into an agreement with CTD within 10 days of the receipt of the award of the contract based on the terms and conditions contained in this RFP document.
- 3.2 **Security Deposit :** The bidder should furnish to the CTD by way of performance security an amount equivalent to 5% of the bid value in the form of a Guarantee of any Nationalized Bank which shall remain in force till the expiry of warranty period of the Generators supplied by the bidder. The bank guarantee (BG) will be returned to the bidder only after satisfactory supply, installation/ integration of the Generators and satisfactory repair / replacement and maintenance during the 3 year comprehensive onsite warranty period.

3.3 The bidder should complete tendered work within the stipulated period as in clause 4.23 below. If the bidder fails to complete the work within stipulated period, penalty of 5% of the security deposit value will be levied for each week of delay in completion of the work and will be recovered out of the security deposit, furnished in terms of clause 3.2 above.

3.4 During the warranty period, the successful bidder will be required to repair/replace the defective components within one working day, failing which the bidder will be liable to pay the penalty of Rs.200/- per working day for next two days and Rs.500/- per working day thereafter for Generators. The bank guarantee shall be encashed if the penalty so levied is not paid by the bidder for any quarter within one month of any of the authorized officer of CTD raising the penalty order.

3.5 The bidder should comply with such directions as the CTD may issue from time to time for successful completion of the work as per the agreement entered into.

4. GENERAL CONDITIONS OF THE TENDER:

The following shall be the general conditions of the tender, which shall also govern the agreement to be entered into between the bidder and CTD, subsequent to the award of the contract.

- 4.1 The bidder should be an authorized dealer of the original equipment manufacturer (OEM) of the Generators notified in the related tender notification for procurement of Generators covered therein. Proof of the same should be submitted along with the tender document.
- 4.2 The bidder should be a registered dealer under the KVAT Act, 2003 or under the General Sales Tax Act of any state and proof of the same should be submitted along with the tender document.
- 4.3 The bidder should submit a tax clearance certificate issued by the sales Tax/ Value Added Tax authority concerned covering the period upto the date of publication of the tender.
- 4.4 The bidder should submit proof of permanent Account number (PAN) assigned by the Income Tax Department.
- 4.5 The bidder should have achieved annual sales turnover of not less than Rs.2 crores (Rupees Two crores) for the past 3 years and proof of the same should be submitted.
- 4.6 The annual sales turnover of the original equipment manufacturer (OEM) should not be less than Rs.25 crores (Rupees Twentyfive crores) during the past three years.

- 4.7 The bidder should not sublet or assign or franchise the responsibility covered in this agreement to any other agency either in whole or in part.
- 4.8 The bidder should be solely responsible for all acts of omission and commission occasioned by his personnel in carrying out the terms of the agreement.
- 4.9 The CTD may terminate the agreement in the event of breach of any of the terms of the agreement or the tender by the bidder, with a prior notice of 15 days.
- 4.10 If, after the agreement has been entered into, it is proved that any of the information furnished by the bidder in the tender is false or that the bidder secured the contract through misrepresentation of facts in whatsoever manner, the agreement is liable to be terminated forthwith and security deposit (as in clause 3.2) shall be forfeited to the CTD. The decision of the CTD in this regard shall be final.
- 4.11 The terms and conditions of the agreement will be valid till its termination by the CTD.
- 4.12 Successful bidder should start supplying the generators and simultaneously take up the related installation work within 10 days from the date of awarding the tender.
- 4.13 Any amendments to the agreement should be by mutual written consent.
- 4.14 The agreement should be interpreted in accordance with the appropriate Indian Laws.
- 4.15 All correspondences and documents pertaining to the agreement should be written in English / Kannada.
- 4.16 The CTD may choose to conduct negotiation or discussion with any or all the tenders.
- 4.17 The decision of the CTD in the evaluation of the pre qualification / technical bids and commercial bids shall be final
- 4.18 The bidder or his authorized agent should have an office within the State of Karnataka operating for the past 5 years with its own service centres at Bangalore, Hubli, and Dharwad for effective and efficient maintenance, replacement/ repair and support for Generator supplied and installed in CTD offices during the warranty period.
- 4.19 The bidder should have minimum 5 years experience in the field of supply, servicing, maintenance of Generators.

- 4.20 If the proof for qualification criteria is not satisfactory, department may investigate further. The decision of the department on accepting the proof will be final.
- 4.21 The tenderer should enclose all necessary documentary evidences in support of his qualification to the tender.
- 4.22 CTD reserves the right to make minor changes in the scope of work specified in para 1 above .
- 4.23 The bidder should complete the assigned work of supply and installation of Generators listed in annexures I & IV within 30 days from the date of awarding of the tender. Any delay caused beyond the stipulated period by the bidder shall tantamount to breach of the agreement, unless the same has occurred due to unforeseeable events beyond the control of the bidder, and is liable for penalty as stipulated in para 3.3 above.
- 4.24 All decisions of the CTD will be final.

5. TERMS OF PAYMENTS:

The payment to the successful bidder for supply / installation of Generators covered in this RFP is regulated as under:

- 5.1 80% of the contract value will be released after one month of supply and installation in the identified locations of 2 offices upon receipt of proof of delivery and installation.
- 5.2 The remaining 20% of the contract value will be released after receipt of certificates from the respective offices for satisfactory completion of supply and installation of Generators.

6. RESOLUTION OF DISPUTES & NOTICES:

- 6.1 The bidder and the CTD shall make every effort to resolve through amicable negotiations, any disagreement or dispute arising under or in connection with the agreement.
- 6.2 If, within 30 days of commencement or such negotiations, the parties are unable to resolve the dispute amicably, it shall be competent for either party to take recourse to appropriate action under the Arbitration and Conciliation Act 1996.
- 6.3 All arbitration proceedings shall be held at Dharwad.
- 6.4 Any notice to be given by one party to the other shall be sent by way of a letter or alternatively through telegram or fax and confirmed in writing .

- 6.5 A notice shall be effective from the date it is delivered at first through the means specified in sub-para 4 herein above.

7.SUBMISSION OF TENDERS:

- 7.1 The bidder should enclose a demand draft for Rs.25,000 (Rupees twenty five thousand only) to the tender document as earnest money deposit (EMD), drawn on any scheduled bank favouring "Joint Commissioner of Commercial Taxes (Admn), VAT Divn. Dharwad" payable at Dharwad.
- 7.2 The EMD of the unsuccessful bidder will be returned only after finalization of the tender process.
- 7.3 The EMD of the successful bidder will be returned only after his submitting a bank guarantee as specified in clause 3.2 above.
- 7.4 Procedure to submit sealed cover: The first sealed cover should contain the particulars of (i) VAT/Sales Tax registration, (ii) Sales Tax clearance Certificate, (iii) PAN details of Indian Income Tax Act, 1961, (iv) information to the effect that the bidder is the authorized dealer of the OEM, (v) annual sales turnover for the past three years, (vi) names and addresses of at least 2-3 Govt. institutions / organizations in Karnataka to which the said Generators have been supplied by the bidder during the past 2 years, (vii) proof to the effect that the bidder has its own office in Karnataka and has been operating for the last 5 years in the State of Karnataka, (viii) annual sales turnover of the original equipment manufacturer (OEM) for the past three years and proof in relation to items (i) to (viii) listed above should be enclosed. The successful bidder or his authorized agent should set up its service centres in Hubli, and Dharwad, if does not have one already, for effective and efficient maintenance and repair/replacement of the Generators supplied and installed in CTD offices, during the warranty period. The first sealed cover, being the technical bid cover, should be super scribed with the words "Prequalification bid for supply and installation of Generators". The second sealed cover should contain the financial bid in the prescribed form and should be super scribed with the words "Financial bid for supply and installation of Generators". The sealed covers containing the 'Prequalification bid' and the 'financial bid' should be enclosed in another sealed cover super scribed with the words "Tender for supply and installation of Generators" and should be addressed to the Joint Commissioner of Commercial Taxes (Admn), VAT Divn. Dharwad at the above given address. The bids should be unconditional. Conditional bids will be summarily rejected.
- 7.5 The financial bid covers of only those bidders who satisfy the pre-qualification Requirements after evaluation of the pre qualification bid will be opened. The bidder should satisfy all the terms and conditions laid down in the RFP in relation to supply and installation of Generators.

- 7.6 The bidder should mention the net value of the Generators to be supplied and tax element (Sale Tax or VAT) separately and then put the total value in the financial bid document. The rates quoted should be inclusive of all taxes (cost of the Generators and tax break up should be given clearly). The rates quoted should be valid for a period of four months from the date of submission of the tender (pre qualification bid and financial bid) by the bidder.
- 7.7 The Generators to be supplied by the successful bidder should not be older than 3 months from the date of supply, i.e. Generators should have been manufactured within three months as on the date of delivery.
- 7.8 During the warranty period, for comprehensive onsite warranty, the successful bidder should have back-to-back agreement with the original equipment manufacture (OEM) and a copy of such agreement should be enclosed to the technical bid.
- 7.9 CTD reserves the right to reject all or any of the tenders.
- 7.10 The formats for the pre qualification/technical bid and commercial bid shall be as shown in the Annexures IX to XIV to this RFP. Conditional tenders will not be accepted. Tenders received beyond the date and time specified in the tender notification will be summarily rejected.

8.EVALUATION OF THE TENDERS:

- 8.1 The tenders shall be evaluated by a tender evaluation committee (TEC) constituted by the Joint Commissioner of Commercial Taxes (Admn), VAT Divn. Dharwad by an order.
- 8.2 The TEC may choose to conduct negotiation or discussion with any or all the tenders.
- 8.3 If there were to be any changes in the terms and conditions of the tender pursuant to the negotiations during the evaluation of the pre qualification/technical bids, which are likely to have an impact on the commercial bid, it shall be competent for the TEC to seek revised commercial bids in sealed covers ONLY from those tenderers whose technical bids have been cleared by the committee. While seeking such revised commercial bids, the committee shall give reasons justifying the need for such a course of action.
- 8.4 The decision of the TEC in the evaluation of the pre qualification/technical and commercial bids shall be final.

FOR ANNEXURES 1 TO XIV PLEASE SEE PAGES 10 TO 21

ANNEXURE-I
Office wise Generators requirement

Sl.No.	NAME OF THE OFFICE	Capacity of Generators in KVA	Required Numbers
1	Vanijya Therige Bhavana, DC Compound Dharwad	100	1
2	Vanijya Therige Sankirana Navangar Hubli	160	1

ANNEXURE-II
JC Office wise Generators requirement

(Not applicable)

ANNEXURE-III
Generators requirements at Office in the State

(NOT APPLICABLE)

ANNEXURE-IV
Abstract of the Generators requirement shown in Annexures I

Sl.No.	Description of Generator required	Quantity required (Numbers)
i)	Generator -100 KVA	1
ii)	Generator -160 KVA	1
	TOTAL:	2

ANNEXURE-V

Technical Specification of Generators required by CTD

Sl.No.	GENERATORS	Nos.
1	2	3
1	Generator - 100 KVA – Branded, Kerosene/Diesel start of air-cooled diesel engine coupled with alternator of 8 p.f. Single phase. Engine should be capable of providing 10% overload, fuel tank, control panel fitted to DG set along with all accessories, 3 years warranty	1
2	Generator -160 KVA – Branded, Kerosene/Diesel start of air-cooled diesel engine coupled with alternator of 8 p.f. Single phase. Engine should be capable of providing 10% overload, fuel tank, control panel fitted to DG set along with all accessories, 3 years warranty	1

ANNEXURE-VI
Details of location of Office of CTD

Sl.No.	Name & Address of the Office	Phone No.of the Office	Jurisdictional JCCT of VAT Office
1	Vanijya Therige Bhavana, DC Compound Dharwad	2210173	JCCT (Admn), Dharwad
2	Vanijya Therige Sankeerna Navangar Hubli	2210180	JCCT (Admn), Dharwad

ANNEXURE-VII
LOCATION AND ADDRESS OF THE JCCT (ADMN) VAT DIVISION,
DHARWAD

Place/Head Quarters	Office Address
1 Dharwad	JCCT (Admn) VAT Division, 3 rd floor Vanijya Therige Bhavana, DC Compound Dharwad 580001 PH: 0836- 2210172

ANNEXURE-VIII
COMMERCIAL TAXES DEPARTMENT HEAD QUARTERS

JCCT (Admn) VAT Division, 3rd floor
Vanijya Therige Bhavana, DC Compound
Dharwad 580001

ANNEXURE-IX
GENERAL INFORMATION ABOUT THE BIDDER

1	Name of the Company/Firm	
2	Address (of both H.O and Branch Office)	
3	Telephone Number (s)	Phone: Fax:
4	E-mail	
5	Website	
6	Legal Status	Public Ltd., Co.,/ Private Ltd., Co.,/ Partnership firm/ Proprietary concern.
7	Date of Establishment/Incorporation	
8	Quality Certifications attained by the firm	
9	Details of the contact person of the bidder for future correspondence <ul style="list-style-type: none"> • Name • E-mail • Phone/mobile 	
10	EMD details	Name of the Bank: Rs: EMD valid up to

Place:
Date:

Bidder's Signature and Seal

ANNEXURE-X
PARTICULARS OF TURNOVER IN THE LAST 3 FINANCIAL YEARS

(As per audited accounts)

Year	Turnover of the bidder in Generators	Profit after Tax
(1)	(2)	(3)

Place:
Date:

Bidder's Signature and Seal

NOTE:

1. Please attach copies of audited Balance Sheets and IT returns that clearly show and confirm the figures mentioned in Columns (2) and (3).
2. Provide sufficient evidence to support information provide in the above table, otherwise the bid will be liable to be rejected.

ANNEXURE-XI

DETAILS OF BRANCH OFFICES/SERVICE CENTRES/FIELD
OFFICERS OF THE BIDDER IN KARNATAKA

Sl.No.	Location address	Address & Phone No.	Date of establishment	Staff strength

Place:

Date:

Bidder's Signature and Seal

ANNEXURE-XII

Technical solution offered by the bidder in relation to this tender

- Understanding about the scope of the work
- Execution plan
- Support team deployment and places

Place:

Date:

Bidder's Signature and Seal

- A brief note by the bidder on the project scope to be provided. The bidder has to define the solutions being offered, his understanding of the project, issues related to the project and risks involved in the project.
- It should also include project management, deployment plan, Maintenance plan, security plan, risk management.

ANNEXURE-XIII
PREQUALIFICATION BID

Tender submitted in response to tender notification No.JCCT(A)/VAT/Dn /TDR/ 10-11 Dated: 12/05/2010 published in newspapers by the Commercial Taxes Department in relation to supply of Generators:

1. Name and full address of the tenderer
2. Name and telephone number of the contact person
(on behalf of the tenderer)
3. Registration Certificate Number (TIN) under
4. PAN issued by I.T. Department (No. and date of issue):
5. Full address and telephone number of the office of the
Assessing Authority under the Sales Tax/VAT Act:
6. Sales Tax clearance certificate (No. and date):
7. Number and date of the certificate/dealership
Authorization letter issued by original equipment
Manufacturer (OEM) for having appointed the
Tenderer as the authorized seller/distributor of
Generators:
8. Annual sales turnover of the OEM during:2007-08 2008-09 2009-10
9. Name/s, contact number/s of authorized person
Of any two Govt. Organization/s to which the
Tenderer has supplied similar products for
The past 2 years:
10. Whether information called for in annexure
IX to XII of RFP is furnished YES/NO
11. Whether proof in respect of Sl.No.3 to 8
is enclosed. YES/NO

Declaration

I _____, the tenderer, have read and understood the terms and conditions laid down by CTD in the RFP in relation to this tender and I undertake to supply the said products as per said terms and conditions.

Date:

Place:

Signature of the tenderer

ANNEXURE-XIV

FINANCIAL BID

Tender submitted in response to tender notification no. **No.JCCT (A)/ VAT/ Dn/ TDR/10-11** dated:12/05/2010 published in newspaper by the Commercial Taxes Department in relation to supply of Generators.

1. Name and full address of the tenderer:

2. Financial bid (price quote) :

Name of the Generators	Quantity to be supplied installed	Unit price (In Rs.)	Net value (In Rs.)	Tax (In Rs.)	Total Value (In Rs.)
(i) to (iii) (as in the tender notification)					

Declaration

I _____, the tenderer, have read and understood the terms and conditions laid down by CTD in relation to this tender and I undertake to supply the said product as per the said terms and conditions.

Place:

Bidder's Signature and Seal

Date:

(Note: 1) Conditional financial bid is liable for rejection.

2) The Price quoted should be valid for 4 months from the date of submission of the tender.)