

District Magistrate cum Deputy Commissioner, Palamu
(District Planning Office, Palamu)
1st Floor Block -A; New Administrative Building, Medininagar 822101
Contact No.: 06562-230859,
Email: chitvan@aspirationaldistricts.in; akshaya@aspirationaldistricts.in; dpopalamau@gmail.com;
Website: www.palamu.nic.in

Tender Reference No. -

Date: - 29th October, 2020

Very Short Request for Proposal

S.No.	Information	Details
1	Name of the work	Procurement and installation of equipment and machines for Apparel Park - Industrial Sewing Centre
2	Period of Work	90 days for installation + Warranty support + Free on-site support for non-consumables for at least 12 months post warranty period.
3	Tender Cost (non-refundable)	Rs10,000.00 (In form of DD) in favour of 'District Planning Officer, Palamu' payable at Daltonganj
4	Last date and time of receipt of Tender	09.11.2020 until 01:00 PM.
5	Bid submission Place	District Planning Office 1 st Floor, Block A, New Collectorate Building, Medininagar
6	Date and Time of Bid Opening	Date-09.11.2020, 01:30 PM
7	Opening Validity of Bid	Validity of Bid: 180 days
8	Bid Opening Place	Chamber of Deputy Commissioner, 1 st Floor, Block A, New Collectorate Building, Medininagar. 822101
9	Name & address of office inviting tender	Collectorate Office Palamu, Kutchery, 822101
10	Helpline Number	+91 9867840738, +91 9997335193

NOTE: - For further information please visit website: www.palamu.nic.in


Deputy Commissioner
Palamu.

Request for Proposal (RFP)

Sewing is a traditional vocation in Palamu, JSLPS through its SHGs, in past, has made several interventions in the same field to promote entrepreneurship and improve skills of SHG members, essentially women. KoelAajeevika Apparel Park (KAAP) in Chainpur block is a modern industrial sewing center that was ideated & executed by DLC under the guidance of Deputy Commissioner, Palamu. The idea was to install an Industrial Sewing Machine Unit of capacity 250 women with State of Art infrastructure. Jharkhand State Livelihood Promotion Society in convergence with Education Department, Palamu was brought together to converge and implement the plan.

After reviewing the success of KAAP in Chainpur and its potential, the District Administration of Palamu is inviting RFP for establishing two more centers in Lesiganj and Patan blocks of the district. Requirements of the RFP:

- The bidder should study the local market thoroughly before preparing the RFP and propose machinery according to the requirement of the local market.
- The facility should be able to accommodate a capacity of min. 50 and max. of 60 women. The number of machines employed should be selected accordingly.
- The plan should include the following components:
 - A crèche
 - An office space
 - Storage space for raw materials as well as finished products
 - Separate toilet facility for men and women
- Successful installation of all the machinery and supporting items like stool, basic furniture, lighting, etc., the space will be provided by the district administration.
- Technical assistance in maintenance and operation of the plant
- All bidding agencies would be required to provide a demo of the following machines to the committee on the day of bid opening:
 - a) Industrial Sewing Machine (Single Needle)
 - b) Over Lock Machine 4 - thread
 - c) 2-Needle Feed Of The Arm Machine

List of Specifications of Equipment and Machines required to be installed by Implementing Agency in one center. The quotation provided should be done for 2 centers.

S. No.	Equipment	Quantity
1	Single Needle UBT Machine	40
2	2-Needle Feed Of The Arm Machine	2
3	Automatic Button Hole Machine	2
4	Button Attaching Machine	2
5	2-Needle, 4-Thread over lock Machine	1
6	5 Thread over lock Machine	1
7	Computerised Bartack Machine	1
8	Embroidery Machine 6-needle	1
9	Elastic attach Machine	2
10	Industrial Steam Boiler	2
11	Industrial steam table	2
12	High speed flat bed machine	1
13	Fabric Cutting machine 8"	2
14	Cutting table	1
15	Metal gloves	2 pairs
16	Assembly Table 2' * 1.5 feet	120 feet

17	Busbar light system	60
18	Rack for raw material	5
19	Almirah	2
20	Checking packing table 8 * 4 feet	1
21	Stools (Plastic)	60
22	Office Table: Material - Metal & wood with locks, Size - Standard, standard company	1
23	Revolving Chair - Comfortable chair with Medium Back, Adjustable Lumbar Support	1
24	Regular Chairs	5
25	Good Quality stainless steel with brass handle Size - 9	60
26	C Scale	60
27	Curve Scale	60
28	Straight Scale	60
29	French Curve	60
30	Measuring Tape	60
31	Thread Trimmers	60
32	Desktop: Up to 10th Gen Intel® Core™ i5, Operating System -Windows 10 Home, RAM - Up to 4 GB, Storage -Up to 1 TB HDD, Connectivity -1 x 1 Wi-Fi 802.11 ac, Bluetooth® 4.0 Combo with Wi-Fi Card	1
33	First Aid Kit - Standard	1
34	Generator Set - 25 KVA	1
35	CCTV Camera: Camera Type - 2 Megapixel, Video Output- HDMI, VGA, Internet / Network, Video Recording Resolution- 1020 P, Night Vision	6
36	Crib	4
37	Water purifier	1
38	Wall clock	2
39	Music system	1
40	Floor carpet	1
41	Shoe Rack	1
42	Almirah; Dimensions: Length (21 inch), Width (42 inch), Height (78 inch), material - metal with lock, standard company	1
43	Dustbin with Lid	4
44	Small ball and Large ball	2 each
45	Puzzles (safe for toddlers)	2 set
46	Story books	5 sets
47	Small wooden blocks for creative play	3 sets
48	First Aid kit (suitable for administering to children ages 1-5 years)	1

The bidder will submit the RFPdocument including the following components:

- Goal
- Objective(s)
- List of Activities
- Timeline of Implementation (Gantt chart)
- Budget
- Output

01	Eligibility	<p>Qualification Criteria</p> <ol style="list-style-type: none"> 1. The Bidders shall be either a company incorporated under the Companies Act, 2013 or the Companies Act, 1956, or a Trust established under Indian Trust Act, 1882 or a Society established under Indian Societies Registration Act, 1860, and no other entity. Consortium in any form is not allowed. 2. The Bidder/Agency should be registered with the GST/PAN/ TAN Number. 3. The Bidder/Agency should be positive net worth for each of the last financial year. 4. The Bidder/Agency should have an average turnover of 50 lakhs in the last three financial years. 5. The Agency should have updated GST return and IT return for the last three financial years issued by the Department. 6. Experience of Similar Work – Original Work Orders/ Distribution Orders or any similar kind of document to prove authenticity along with the phone number of Client (Preference will be given to the work done with Gov/ Any State Govt/ District Administration/ Government Agency) 7. The firm should have not been blacklisted by any government or any other donor/partner organization in the past. (Declaration to be given in the form of affidavit). 8. The bidder should be an authorized dealer of best performing industrial sewing machine manufacturer firms such as Usha, Singer, Jack, Dollar, etc.
02	Right of authority to accept or reject any RFP	<p>The authority reserve following rights without any kind of liability.</p> <ol style="list-style-type: none"> 1. To accept or reject any part of any RFP/Entire RFP or all the RFPs without assigning any reason thereof. 2. Not to proceed ahead in the process at any stage without assigning any reason thereof.
03	Evaluation of offers	RFP would be evaluated based on the quality of their proposal, Uniqueness and cost effectiveness.
04	RFP Validity	180 days from the submission date.

Terms & Condition

I. Offers Invited in Two Bids

All agencies are required to submit their Technical and Financial offers in to covers (in duplicate) as under:

A. First Envelope shall be named as "TECHNICAL BID EVALUATION: - INDUSTRIAL SEWING CENTRE - PLEASE DO NOT OPEN BEFORE 01:30PM ON 9th Nov, 2020" and contain the following documents: -

- Name of the firm with full address & contact no.
- Documents duly completed and signed but without indicating the rates.
- Agency should provide the AoA (in case of registered firm), Bylaws and certificate of registration (incase of Pvt Ltd. and LLC) and Partnership Deed (in case of partnership deed). Incorporation certificate must be provided.
- Provide the copy of PAN TAN and GST registration number.
- Provide the copy of the audited P&L statement/Balance sheet/Net worth of the company and certified from the CA
- Provide Documentary proof of GST returns issued by GST Department and IT RETURN copy for the last three financial years.
- The Agency should provide affidavit in original for non-engagement in fraudulent corrupt practice, non-blacklisting in any Govt./PSU in the last three financial years.

- VIII. PowerPoint presentation of brief operation plan showing proposed activities to be carried and the cost of the project.
- IX. List of similar work done by the bidder with complete address and details of contact person of the organization with phone number.
- X. Specifications of the machines/ components/ equipment to be installed along with a comparative analysis of at least 2 other corresponding competitors in the market (attach same document in the Section B of bid submission along with rates of both).

B. Second envelopes shall be named as "FINANCIAL BID EVALUATION: INDUSTRIAL SEWING CENTRE – PLEASE DO NOT OPEN BEFORE 01:30PM ON 9th Nov, 2020" and contain the following documents: -

- I. Unit Rates of all commodities/ machines/ equipment/ components should be quoted in INR (along with a comparative analysis of at least two other corresponding competitors, inclusive of all types of Government Taxes, Freight, Packing and other expenses on the official letter pad of the Organization. On the basis of Unit Rates proposed by the bidder/ agency, total rate has to be calculated by the bidder.
- II. Conditional or incomplete applications will not be accepted.
- III. Price bid of all those bidders will be considered for opening whose offer is complete and technically sound.
- IV. The items should be supplied under guarantee for a period not less than two years towards any manufacturing defects.
- V. The applicant may enclose copies of the orders received, if any from government/semi government organizations in the recent past for the subject stores along with the tender. Such bidder will be preferred.
- VI. Qualified applicants should be in a position to demonstrate their end product at Palamu on their own cost before the purchase committee on a date and place fixed for the purpose.
- VII. The undersigned reserves the right to reject the tender partially or fully without assigning any reason.
- VIII. Purchase committee also reserves the right to relax any term and condition in the government interest.
- IX. Quantity of requisite items may increase or decrease as per the requirement.
- X. The rate quoted shall be valid for a period of one year after the date of opening of bid.
- XI. Defective items will not be accepted.
- XII. The norms of Jharkhand Procurement Policy, 2014 will be entertained.
- XIII. The second envelope should be inside the first envelope.

50% Marks will be on Presentation + demonstration & 50 % Marks will be on Financial Bid.

C. LATE BID:

- Any bid received by the district planning office after the stipulated time and date for the receipt of bids prescribed in this document will be rejected and be returned unopened to the Agency.

D. APPOINTMENT OF CONSULTING AGENCY

a. AWARD CRITERIA

The District Administration will award the Contract to the successful Bidder(s) whose proposal has been determined to be substantially responsive and has been determined as the most responsive bid, i.e., has secured highest overall score as per the process outlined.

b. RIGHT TO ACCEPT ANY PROPOSAL & TO REJECT ANY OR ALL PROPOSAL(S)

The District Administration reserves the right to accept or reject any proposal, and to annul the tendering process / Public procurement process and reject all proposals at any time prior to 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 grounds for the District Administration's action.

c. NOTIFICATION OF AWARDS

Prior to the expiration of the bid validity period, the District Administration will notify the successful bidder in writing or by fax or email, that its proposal has been accepted. In case, due to some unforeseeable circumstances, the tendering process is not completed within the bid validity period, the District Administration may like to request the bidders to extend the validity period of the bid.

The notification of award will constitute the formation of the contract. Upon the successful bidder's furnishing of Performance Bank Guarantee, the District Administration will notify each unsuccessful bidder

d. PERFORMANCE GUARANTEE:

from the Notification of award, for a value equivalent to 10% of the total cost of the assignment. The Performance Guarantee should be valid for a period of 24 months initially. The Performance Guarantee shall be renewed as and when required and kept valid for a period of three months beyond the completion of the project and Warranty period. The Performance Guarantee shall contain a claim period of three months from the last date of validity. The selected Bidder shall be responsible for extending the validity date and claim period of the Performance Guarantee as and when it is due on account of non-completion of the project and Warranty period. In case the selected bidder fails to submit performance guarantee within the time stipulated, the District Administration at its discretion may cancel the order placed on the selected bidder without giving any notice.

The District Administration shall invoke the performance guarantee in case the selected Agency/Vendor fails to discharge their contractual obligations during the period or the District Administration incurs any loss due to Agency/Vendor's negligence in carrying out the project implementation as per the agreed terms & conditions.

e. SIGNING OF CONTRACT

Post submission of Performance Bank Guarantee by the successful bidder, the District Administration shall enter into a contract with the successful bidder incorporating necessary details of scope of work, deliverables, timeline, payment schedule, pre-bid clarifications, and resource person's deployment, the financial proposal of the bidder and other clauses as necessary.

f. FAILURE TO AGREE WITH THE TERMS & CONDITIONS OF THE RFP

Failure of the successful bidder to agree with the proposed Contract Terms and Terms & Conditions of the RFP shall constitute sufficient grounds for the annulment of the award, in which event the District Administration may award the contract to the next best value Bidder or call for new proposals from the interested Bidders. In such a case, the District Administration shall invoke the PBG of the most responsive bidder.

E. FORCE MAJEURE:

i. DEFINITION:

In this Clause "Event of Force Majeure" means an event beyond the control of the District Administration and the Consulting Agency, which prevents either Party from complying with any of its obligations under the Contract, including but not limited to:

1. Acts of God (such as, but not limited to, fires, explosions, earthquakes, drought, tidal waves and floods); war, hostilities (whether war be declared or not), invasion, act of foreign enemies, mobilisation, requisition, or embargo;
2. Rebellion, revolution, insurrection, or military or usurped power, or civil war;
3. Riot, commotion, strikes, go slows, lock outs or disorder, unless solely restricted to employees of the Consulting Agency; or Acts or threats of terrorism.

ii. CONSEQUENCES:

1. Neither the District Administration nor the Bidder/Agency shall be considered in breach of the Contract to the extent that performance of their respective obligations (excluding payment obligations) is prevented by an Event of Force Majeure that arises after the date of signing of contract.
2. The affected Party prevented from carrying out its obligations under the contract shall give notice to the other Party of an Event of Force Majeure upon it being foreseen by, or becoming known to, the affected Party.
3. If and to the extent that the Bidder/Agency is prevented from executing the Services by the Event of Force Majeure, the Bidder/Agency shall be relieved of its obligations to provide the Services but shall endeavour to continue to perform its obligations under the Contract so far as reasonably practicable and in accordance with Good Operating Practices, [PROVIDED that if and to the extent that the Consulting Agency incurs additional Cost in doing so, the Bidder/Agency shall be entitled to the amount of such Cost [COST BEING DEFINED AS HAVING NO PROFIT COMPONENT] (the Consulting Agency having taken reasonable steps to mitigate the Cost)].
4. If and to the extent that the Bidder/Agency suffers a delay in execution of the contractual services beyond the timeline fixed for each phase as a result of an Event of Force Majeure then it shall be entitled to an extension of the time for completion as may be mutually decided by both the parties.
5. The Bidder/Agency shall be entitled to payment as per payment schedule mentioned in Section 10 after grant of extension of timeline for phase completion prescribed in Section 9 read with 5.7.2.iv due to the period of interruption caused by the Event of Force Majeure.]
6. The Contract Period shall be extended by a period of time equal to the period of interruption caused by an Event of Force Majeure.

iii. OPTIONAL TERMINATION, PAYMENT & RELEASE

Irrespective of any extension of time, if an Event of Force Majeure occurs and its effect continues for a period of 365 days, either the District Administration or the Consulting Agency/Bidder may give to the other a notice of termination of contract,

termination right, which shall take effect 30 days after the giving of the notice. If, at the end of the 30-days period, the effect of the Force Majeure continues, the Contract shall terminate. After termination of contract under this Sub-Clause, the Bidder/Agency shall comply with such termination provisions as may be prescribed in the contract and the District Administration shall pay the Consulting Agency an amount calculated and certified in accordance with relevant clauses of termination of contract.

F. LITIGATION:

Any dispute arising out of this RFP or the contract signed by the District Administration with the successful bidder or any other bidder participating in this procurement process shall be subject to the jurisdiction of Jharkhand High Court.