



Ref: ATDC/NHO/RP/SMART/05/19(B)/TE-03 Dated 15/05/2015

**SHORT TERM TENDER NOTICE FOR ANNUAL RATE CONTRACT FOR SUPPLY OF
GREY 100% COTTON FABRIC WOVEN TO ATDC-SMART CENTRES ON PAN INDIA
BASIS**

Date of floating: 15/05/2015
Date of Pre-bid: 21/05/2015 at 11:00 a.m.
Date of Closing: 26/05/2015 at 3.00 p.m.
Date of Opening of Bid: 26/06/2015 at 3:30 p.m.

Tender Fee: Rs.1000/-

CLIENT:

APPAREL TRAINING AND DESIGN CENTRE
P-50, Paridhan Vikas Bhawan Sec-44, Gurgaon - 122003,
Haryana (India) Phone: 0124-4659511 / 4659507
Fax: 0124-4659500

NAME AND ADDRESS OF TENDERER:

SEAL:

Check List

SL.N.	Particulars	Remarks
1.	Whether DD/BG/FDR for Rs.40,000/- towards EMD and D/D for Rs. 1000/- towards tender fee enclosed with Technical Bid	Yes/No
2.	Whether specification of fabric offered are attached in the Technical Bid	Yes/No
3.	Whether 1 meter sample of the fabric offered, is attached with the Technical Bid	Yes/No
4.	Whether Test report of fabric offered, from renowned textile labs attached with the Technical Bid.	Yes/No
5.	Whether Technical and Financial Bids are in separate sealed envelopes, and the covers are super scribed accordingly.	Yes/No
6	Whether the vendor is blacklisted by any company.	Yes/No
7.	Whether the price quoted is inclusive of all taxes, excise duty, packing, forwarding and handling charges excluding transportation charges	Yes/No
8.	Whether validity of quoted rates for 1 year has been mentioned in the Financial Bid	Yes/No

Signature of the Tenderer


(Dr. R.A.Lal)
HOD (RP/PP)

NOTICE INVITING TENDER FOR ANNUAL RATE CONTRACT
FOR SUPPLY OF GREY 100% COTTON FABRIC WOVEN
TO ATDC-SMART CENTRES ON PAN INDIA BASIS

HOD(RP/PP) on behalf of Competent Authority of the National Head Office of Apparel Training Design Centre, P-50, Sec-44, Institutional Area, Gurgaon-122003, invites quotation for SUPPLY OF GREY 100 % COTTON FABRIC to ATDC-SMART Centres on PAN India basis from firms/vendors/OEM and their authorised dealers/distributors for the specified items. Following details may be noted before submission of bids:-

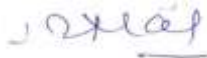
SUBMISSION OF TENDER:

1. The tender is on two -bid (Techno-Financial) system. Separate envelopes should be used for Technical and Financial Bids and indication to that effect may be superscripted on the envelopes.
2. All the pages of the Tender Notice should be signed with the name and designation of the signing authority , with the seal of the company affixed at last page, in confirmation of having read, understood and agreeing with the terms and conditions of the Tender Notice and should be submitted with the bids. This is important and essential.
3. The envelope superscripted ' Technical Bid' should contain the tender form (General terms & conditions, Technical & tender Memorandum) without the 'Bill of Quantities' part, duly signed and stamped along with all relevant documents establishing the credibility of the firm.
4. The complete product details as per the required specifications of the item should reflect in the technical bid.
5. 1 meter of sample of each type of fabric offered together with its testing report from a renowned textile testing lab (Texan lab, SGS, Textile Research Association, ATDC Tirupur or Textile Committees etc) should accompany the technical bid.
6. The Bids matching the prescribed Technical specifications will only be considered for opening of Financial Bids. It is therefore in the interest of the bidders to quote the items exactly as per specifications prescribed.
7. The Technical Bids shall not contain any price implication which should be mentioned only in Financial Bid.
8. All envelopes containing the tender should be properly sealed.
9. The envelope containing Technical Bids must contain the Earnest Money Deposit (EMD) of **Rs. 40,000/-** and tender fee of Rs.1000/- (Rupees One Thousand Only) in the form of Demand Draft, Bank Guarantee or FDR in the name of Apparel Training & Design Centre payable at Gurgaon(For processing fee only Demand Draft will be accepted). In case of submission of EMD in the form of Bank Guarantee of any scheduled Bank, the same should be valid for six months with additional one month claim period. Format for bank guarantee is attached. FDR should be valid for six months.

10. The EMD would be returned in case the vendor is not short listed by the Purchase Committee.
11. In case successful vendor declines the offer of contract or violates the terms & conditions of the contract for what so ever reason, the EMD submitted by him will be forfeited.
12. Quotes must be on company letter head. Quotes such as "Subject to prior Sale" or "Till Stocks lasts" are not acceptable.
13. In view of the above bidders may quote their rates valid for one year or at the most, separate rates may be specified for two spells of 6 months, each to take care of escalation/decrease in price of raw material etc. No variation in rate in between will be permitted.
14. The price quoted should be inclusive of taxes and other charges. No extra amount shall be paid except the transportation charges on actual basis. Rates should be quoted taking into consideration of all expenses.
15. Quotes forwarded through email or by fax shall be summarily rejected
16. The envelope containing quotes should be sealed and super scribed as:
 - a. **Tender Ref No. ATDC/NHO/RP/SMART/05/19(A)/TE-03** **Dated: 15.05.2015**
 - b. **Quotation for the procurement of 100% Cotton Grey Fabric.**
 - c. **Closing date: 26.05.2015 at 3.00 P.M**
 - d. **Opening Date: 26.05.2015 at 3.30 P.M.**
17. Late bids will not be considered.
18. Payment will be made within maximum 30 days after receiving of goods in ordered quantity and quality. Payment terms such as "**100% advance**", "**100% against delivery**" will not be accepted.
19. Transportation charges to the destination will be paid on actual basis. Door delivery to the specified centres scattered PAN-India, will be required and hence the transporter to be selected should be reliable to deliver the goods at the destination specified with the purchase order.
20. Sub-letting of contract is not allowed in any case.
21. Canvassing directly or indirectly in connection with tender is strictly prohibited and the bid submitted by the vendor who resorts to canvassing is likely to be rejected.
22. The firm/vendor blacklisted by any Govt./Semi Govt. organization is not eligible to participate in the tendering process.it is in the interest of the vendor to disclose such information while participating in the bidding process.
23. An AGREEMENT for annual contract would be signed between firm/vendor and ATDC after finalization of bidding process. The annual contract will be valid for one year from the date of signing and no escalation in contracted price will be entertained during the contract period of one year.
24. Purchase order would be released against quantity as & when required for rate contracted item. **Minimum Order Quantity (MOQ) condition** shall not be accepted in any case.

25. Tender documents downloaded from ATDC website shall be considered valid for participating in the tender process. In such a case, the tenderer shall deposit cost of tender document of Rs.1000/-(inclusive of tax) at the time of submitting the bid. During the scrutiny of downloaded tender document. If any modification/correction etc. is noticed as compared to the original documents posted on the website, the bid submitted by such a tenderer is liable to be rejected. In case the bid of a tenderer who has downloaded the documents from website is accepted, the contract shall be executed in the original/manual tender document issued by ATDC office.
26. **LD Clause:** The seller will pay to the buyer penalty for the delay in delivery due to reason attributed to the seller @ 0.5% of cost of item for each of the first four full weeks and @1% for each subsequent full weeks of delay thereafter. However the total amount of penalties shall not exceed 10% of the cost of the item delayed for delivery. Should the delay be more than three months the buyer has the right to cancel the unfulfilled part of the contract. The seller undertakes to pay the penalties against the buyers' relevant invoices for the direct loss caused by non-delivery of goods.
27. **Arbitration:** In case of any dispute the same will be solved by means of arbitration, within New Delhi jurisdiction only.
28. **Clarification:** - If any may be obtained through email lal@atdcindia.co.in, balyanrakesh@atdcindia.co.in or telephonically on 0124-4659-507/511.
29. The bids should be addressed to:

**HOD (RP/PP),
ATDC, Paridhan Vikas Bhavan,
P-50, Sec-44, Institutional Area,
Gurgaon (Haryana)-122003**



**(Dr.R.A.Lal)
HOD (RP/PP)**

Declaration

We, M/s ----- have read and understood the abovementioned terms & conditions and agreed with unconditionally.

(Sign. of authorized Signatory With rubber stamp)

PART 1

TECHNICAL BID

TECHNICAL BID

1. Cost of tender: **Rs.1000.00** (Non Refundable)

a) Bank Draft /Pay Order No.:-----

b) Date of issue of BD/PO: -----

c) Name of the issuing authority: -----

2. Name, complete address of the Firm/Agency and Telephone No.,

Fax No., with Agency profile if any -----

3. Name, Designation, Address and Telephone Number of Authorized person of Firm / Agency to deal with Fax number and Email address: -----

4. Name of the Bank(s) where the agency has account(s):

Address of the Bank: -----

Telephone number; -----

Fax number):-----

5. Please specify as to whether Tenderer is a sole Proprietor /partnership firm Name, address and Telephone No. of Director/ partners should be specified-----

6. Service Tax Registration No.:-----

7. PAN/GIR No.:-----

8. Annual turnover for the last three year

2012-2013-----

2013-2014-----

2014-2015-----

9. Experience: (enclose relevant documents for authentication of having undertaken similar job in past) _____

10. Details of Earnest Money Deposited:

a) Amount:_____

b) Bank Draft/Pay order/ BG_____

c) Date of issue of BD/PO_____

d) Name of the issuing authority_____

Place_____ Signature_____

Date_____ Name_____ Seal of the firm

DECLARATION

1. I, -----Son /Daughter of Shri -----

Proprietor / Partner / Director / Authorized Signatory of -----competent to sign
this Declaration and execute this tender document;

2. I have carefully read and understood all the terms and conditions of the tender and hereby convey
my acceptance of the same.

3. The information / documents furnished along with above declaration are true and authentic to the
best of my knowledge and belief. I/we am / are well aware of the fact that furnishing of any vague /
false information / fabricated document would lead to rejection of my tender at any stage besides
liabilities towards prosecution under appropriate law.

Signature of authorized person

Full Name: _____

Company's Seal: _____

Tender Details

Name of organization	Apparel Training & Design Centre		
Tender Title	Procurement of Grey 100% Cotton fabric on PAN India Basis.		
Location for supply of Items	ATDC,NHO Gurgaon and its Centres PAN-India		
TENDER reference	ATDC/NHO/RP/SMART/05/19(B)/TE- 03 dated 15/05/2015		
TENDER value	Estimated Value	EMD	Performance Security
	Rs. 20,00,000/-	Rs. 40,000/- (Refundable)	(Not applicable)
Type of bid	Two Bid (Technical & Financial In 2 separate Envelopes)		
Announcement Date	15.05.2015		
Pre-Bid Meeting	Date	Time	Place
	21.05.2015	11 A.M	ATDC NHO, Gurgaon
Closing Date/Time	26.05.2015 at 03.00 PM		
Opening of bids Date/Time	26.05.2015 at 03:30 P.M		
Name of Person in Contact	Dr.R.A.Lal / Rakesh Kumar Balyan		
Designation	HOD(RP/PP) / Purchase Officer(RP/PP)		
Address for submission of Bids	Apparel Training & Design Centre, Paridhan Vikas Bhavan, P-50,Sec-44,Institutional Area, Gurgaon(Haryana)-122003		
Email	lal@atdcindia.co.in , balyanrakesh@atdcindia.co.in		
Phone	0124-4659-511 / 507		
Fax	0124-4659-500		



(Dr.R.A. Lal)

HOD (RP/PP)

(On company/firm's letter head)

Quotation No. -----

Date: -----

To,

HOD (RP/PP),
 ATDC, Paridhan Vikash Bhavan,
 P-50, Sec-44, Institutional Area,
 Gurgaon (Haryana)-122003

SUBMISSION OF TECHNICAL BID AGAINST
TENDER ENQUIRY NO. Ref: ATDC/NHO/RP/SMART/05/19(B)/TE-03 Dated: 15.05.2015

Dear Sir,

We are pleased to forward the Technical bid for the supply of Grey 100% cotton fabric woven as per the following details.

Specification of Fabric Type-I	Specification of fabric offered by the vendor Type-I	Specification of Fabric Type-II	Specification of fabric offered by the vendor Type-II
Grey Fabric Woven <u>Specifications* (Tolerance of +/- 3% in GSM and Width and +/- 5% in other parameters) :-</u> GSM-90 or more Reed – 66 Pick - 56 Count of Warp – 30 ^s Count of Weft – 40 ^s Width – 122 cms or more		Grey Fabric Woven <u>Specifications* (Tolerance of +/- 3% in GSM and Width and +/- 5% in other parameters) :-</u> GSM-100 or more Reed – 84 Pick - 56 Count of Warp – 40 ^s Count of Weft – 40 ^s Width – 94 cms or more	

*Tolerance in Width and GSM beyond 3% and up to 5% will be considered by the Competent ATDC Committee based on technical feasibility.

1. Sample of the fabric..... Attached/Not attached
2. Test Report of the fabric offered..... Attached/ Not attached

PART 2

FINANCIAL BID

FINANCIAL BID
(On Company / Firm's letter head)

Quotation No. -----

Date: -----

To,

HOD (RP/PP),
ATDC, Paridhan Vikash Bhavan,
P-50, Sec-44, Institutional Area,
Gurgaon (Haryana)-122003

SUBMISSION OF FINANCIAL BID AGAINST
TENDER ENQUIRY NO. Ref: ATDC/NHO/RP/SMART/05/19(B)/TE-03 Dated: 15.05.2015

Dear Sir,

We are pleased to forward the best rates for the supply of Grey 100% Cotton Fabric as per the following details.

Specification of fabric offered by the vendor (Type-I)	Rate Per Mtr	Specification of fabric offered by the vendor (Type-II)	Rate Per Mtr
GSM- Reed – Pick - Count of Warp – Count of Weft – Width –		GSM- Reed – Pick - Count of Warp – Count of Weft – Width –	

Taxes and other charges-inclusive
Delivery:-Within 30 days of receipt of P.O
Payment terms: As mentioned in the Tender
Validity of quote: 1 Year

Bank Guarantee Format for EMD

From:

BANK------(Bank Name & Address)

To,

**The Director General,
Apparel Training & Design Centre,
Paridhan Vikas Bhawan,
P-50, Sec-44, Institutional Area,
Gurgaon-122003**

Dear Sir,

Whereas you have released a tender no.-**ATDC/NHO/RP/SMART/05/19(B)/TE-03 Dated: 15.05.2015** For procurement of Grey 100% cotton fabric woven (hereinafter referred to as the Tender) and whereas **M/s** hereinafter referred to as the "Supplier" for supply of goods tendered and whereas the Supplier has undertaken to produce a bank guarantee@ 2% for total Contract value amounting to Rs.40,000(Forty Thousand Only) to secure its obligations to the Apparel Training & Design Centre towards EMD.

1. We the **(BANK & ADDRESS)** hereby expressly, irrevocably and unreservedly undertake and guarantee as principal obligors on behalf of the supplier that, in the event that the Director General, Apparel Training & Design Centre declares to us that the goods have not been supplied according to the Contractual obligations under the aforementioned contract, we will pay you, on demand and without demur, all and any sum up to a maximum of Rs 40000/-.Your written demand shall be conclusive evidence to us that such repayment is due under the terms of the said contract. We undertake to effect payment upon receipt of such written demand.

2. We shall not be discharged or relived from this undertaking and guarantee by any arrangements, variations made between you and the Supplier, indulgence to the Supplier by you, or by any alterations in the obligations of the Supplier or by any forbearance whether as to payment, time performance or otherwise.

3. In no case shall the amount of this guarantee be increased.

4. This guarantee shall remain valid for 6 months from the date of BG with further one month as claim period.

5. Unless a demand or claim is made under the warranty as mentioned in the work order terms and condition clause in writing or on before the aforesaid expiry date as provided in the above referred contract, all your rights under this guarantee shall be forfeited and we shall be discharged from the liabilities hereunder.

6. This guarantee shall be a continuing guarantee and shall not be discharged by and change in the constitution of the Bank or in the constitution of **M/s**

On The Letter Head of the Bank

To,

**The Director General,
Apparel Training & Design Centre,
Paridhan Vikas Bhawan,
P-50, Sec-44, Institutional Area,
Gurgaon-122003**

Forwarding of Bank Guarantee No. -----Dated-----

Dear Sir

We are forwarding herewith please find our Bank Guarantee No.-----Dated----- for Rs.-----
------(Rupees-----).

We confirm that the signatories to the bank Guarantee are authorised to do so on behalf of the bank.
Please note that all correspondence related to this bank guarantee should be addressed to:

Address of Branch

Please note that the confirmation related to this bank guarantee can be obtained from:

Address of Head Office

Any claim if any, under this guarantee should be made in writing and reach us at the branch address
on or before----- (inclusive of claim period) after that date all your rights under this guarantee will
cease and we will be released and discharged of our liability forever.

Thanking you,

Yours' faithfully,