



# INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR – 721 302, INDIA

No. IIT/TSG/ENQ/MOVBBP/2017-18

Date: 08.12.2017

**Last Date to submit application on or before up to 10<sup>th</sup> January, 2018 up to 11:00 A.M.**

## **Sub: Procurement of Movable Basketball post Equipment**

Indian Institute of Technology Kharagpur, an Institute of National Importance, invites sealed bids from reputed manufacturers or their authorized Distributors / Dealers, (foreign firms or their Indian Representative Company) who have adequate credential for supply/installation of the items as per Annexure –I for Technology Students' Gymkhana, Indian Institute of Technology, Kharagpur, India. The approximately tender value is Rs. **12, 00,000.00** (Rupees twelve lakh only apex.)

Interested parties may submit their sealed bids under Two-cover system as per **Technical Specifications** given at **Annexure I**, and **General Terms & Conditions** and **minimum eligibility criteria of the bidders** given at **Annexure II**. Instructions and special condition format is given at **Annexure - III & IV** for bidders information to be enclosed with technical document. Format of Price Bid is annexure – V, price bid document is enclosed in a separate envelope with sealed properly and superscripted price bid on the envelope. Bidder's declaration and format PBG is annexure VI & VII respectively. A **Checklist** and **Compliance statement** against each item of Annexure I, thereon shall also be submitted. Kindly refer to the Institute website [www.iitkgp.ac.in/topfiles/tenders.php](http://www.iitkgp.ac.in/topfiles/tenders.php). & CPPP for complete tender details.

The tender be sent with **prominent image, Brand Name and model number of Basketball post** in a sealed packet in technical bids documents, containing two separate sealed envelopes (one each for **Technical Bid and Price Bid**) along **with prescribed tender fee RS. 500/- and Earnest Money Deposit (EMD) Amount Rs.20, 000/- duly superscripted** with Tender Notice No. IIT/TSG/ENQ/MOVBBP/2017-18 Date : 08.12.2017 to the Office of the President, Technology Students' Gymkhana, Indian Institute of Technology Kharagpur, P.O. Kharagpur Technology, PIN 721 302, West Bengal, India on or before **10.01.2018 by 11:00 hrs.**

For any query pertaining to this bid document, communication be address to **the President, Technology Students' Gymkhana, Indian Institute of Technology Kharagpur, P.O. Kharagpur Technology, PIN 721 302, West Bengal, India [Ph.: 03222- 281186]**

The Technical bid will be evaluated first and price bids will be opened only in respect of those OEMs/Vendors, who are found technically qualified after evaluation of Technical bids.

The **Technical bids will be opened on 10.01.2018 at 11.30 A.M.** in the Office of the President, Technology Students' Gymkhana, Indian Institute of Technology Kharagpur, P.O. Kharagpur Technology, PIN 721 302, West Bengal, India [Ph.: 913222- 281186]

President, TSG  
For Director, IIT, Kharagpur

Copy to:

1. Institute website
2. Notice Board
3. CPPP

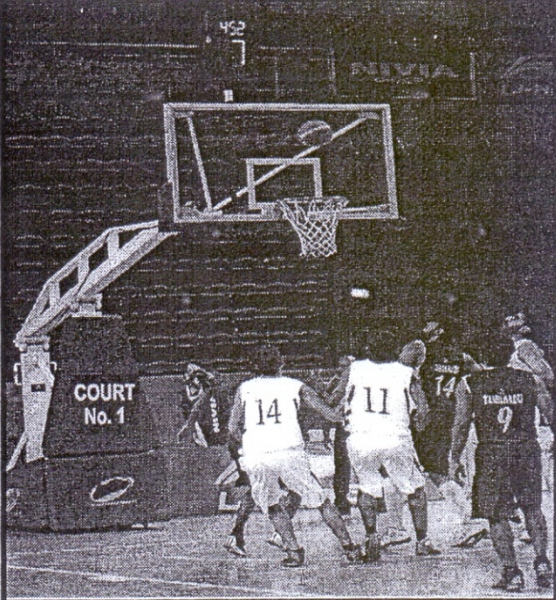
**Technical Specifications of the Movable (Foldable & Roll able) Basketball Post**

Item Sl. No.	Description of Equipment	Preferable Brand	Unit	Quantity
01	<p style="text-align: center;"><b><u>Movable Basketball Post (Foldable &amp; Roll able with Hydraulic system)</u></b></p> <p>Detailed Specifications :            With 30mm Transparent Acrylic Back Board with International Standard <b>Double Die Made frame Aluminium Anodized/Steel Power Coated</b> with built in Brackets for Mounting, <b>Dunking Rings</b> with three Springs Mechanism, <b>3.2 mtrs</b> projections from the base pole, special <b>No harm floor polish wheels</b>, height adjustable with state of the art easy operation Technology and best material. All system based on Indigenously/Foreign made with the help of best material (iron solid block booker for putting back).</p> <p>* Mention- Gross weight in Kgs.            * Blue Safety padding on front sides            * Two Triple swivel wheels in the front and two triple fixed wheels in the back side.            * The materials should be approved grade level -1 by FIBA or BFI.            * warranty three years</p> <p><b>* Supplied materials must be needed to maintain standard of quality &amp; reputed branded items. If not satisfied bids may be technically disqualified by the PC.</b></p>	<b>Any reputed brand</b>	<b>Nos.</b>	<b>02 Nos. (01 Pair)</b>

## PICTURE OF BASKETBALL PIT

### BASKETBALL POST SYSTEM:

**Below, mentioned 30MM Moveable Basketball Post System has been used in the Basketball Senior & Junior Championships from last 7 years.**

S. No.	Description	Qty
1.	 <p><b>Basketball posts (Foldable &amp; Roll able)</b> with <b>30mm</b> Transparent Acrylic Back Board with International Standard <b>Double Die Made frame Aluminum Anodized / Steel Powder Coated</b> with built in Brackets for Mounting, <b>Dunking Rings</b> with three Springs Mechanism, <b>3.2mtrs</b> projections from the base pole, special <b>No harm floor polish wheels</b> height adjustable with state of the art easy Operation Technology. All System based on "<b>Shield</b>", <b>Belgium</b> pattern indigenously made with the help of best material.</p>	pair

**GENERAL TERMS and CONDITIONS**

**Annexure-II**

- (1) Price may be quoted in foreign currency for imported items. Manufacturer/Indian Agents of OEM should submit *two*-parts bid, Technical and Commercial bid in separate sealed envelopes. The Technical bid should have a copy of commercial bid with prices masked. Modules to be supplied by the Indian Agent from Indigenous sources must be with ISO 9001 or equivalent certification and unit prices of such modules must be given in Rupees. The main equipment as well as the Modules should have **warranty of minimum three years.**
- (2) Only those manufacturers/their Indian Agents are eligible to quote who have supplied and installed at least ten such equipment in India during the past two years. The bids must accompany copies of authentic users certificates on successful installations in India. IIT Kharagpur reserves the right to verify confidentially the information in this regard from the users) and
  - (a) Provide the name of the Indian Agent who will be responsible for maintaining the equipment during the entire period under warranty and CMC
  - (b) Provide names of service engineer who are posted in India; the service engineers should have been trained at Original Equipment Manufacturers (OEM's) own unit.
- (3) While submitting the technical bid, the company must undertake to ensure continued availability of adequate number of technically qualified Service Engineers for the Equipment during the period of supply, installation and throughout the warranty period.
- (4) Period of validity: Bids shall remain valid for acceptance for a period of **Four months(120 days)** from the date of opening of **Price Bids.**
- (5) Conditional offer will not be accepted.
- (6) Late Tenders:- Tender received after the due date and time of submission as mentioned below shall not be accepted.
- (7) Indian Agents of Bidders or Indian Agents who are bidding on behalf of their principals are to enclose the following documents:
  - (a) Current Sales Tax clearance certificates and PAN No.
  - (b) Banker's Solvency Certificate (10 Lakh).
  - (c) Summary of Audited statement of Accounts for the last three years to be enclosed and financial highlights and the key performance during the last three quarters to be enclosed as per format:

Company's Key Performance

Description.	April to June	July to Sept.	Oct. to Dec.
Gross Revenue			
Profit Before Tax			
Profit After Tax			
Return on Invested Capital (ROIC)			

- (8) (a) Name and Address, phone and e-mail address of minimum five clients, out of which at least One should be in India to whom such/similar equipment have been supplied during the past two years should be mentioned.  
 (b) Customer satisfaction certificate from one such organization is to be attached with the technical bid.
- (9) All Tenders (unless otherwise specified) are to be submitted/handed over to *The President, Technology Students' Gymkhana, IIT Kharagpur-721 302* and acknowledgement to be obtained.
- (10) The person attending the bid opening session should be delegated with appropriate Power of Attorney (duly endorsed by a Notary Public) by the Chief Executive Officer of the Company to sign such documents. **Only one person on behalf of each Company will be allowed to participate/attend the Bid opening session.**
- (11) Bid once submitted shall be the property of IIT Kharagpur and shall not be returned to the vendor at any time.
- (12) A bid submitted with false information will not only be rejected but the vendor may also be debarred from participation in future tendering process.

- (13) Canvassing in any form not only invites disqualification in this tender but may also result in debarring the vendor from participation in the future tendering process.
- (14) The vendor may be required to give presentation. Demonstration on the systems offered where vendor has installed and integrated similar solution may need to be arranged by the vendor at their own cost.
- (15) The Company must be able to provide an all-inclusive Comprehensive Annual Maintenance Contract for the equipment beyond the Warranty Period. The Institute would like to enter into Comprehensive Maintenance Contract beyond initial warranty Period with the manufacturer. **No Advance payment towards CMC without submission of equivalent amount of Bank Guarantee is admissible.**
- (16) The installation must be completed within 15 days from the date of receipt by this institute. The presence of Service Engineer from the principal at the time of installation is essential.
- (17) The Company must ensure the Institute about the 95% uptime during the operational period at the Institute with suitable spares and consumable at IIT Kharagpur. However, IIT Kharagpur may allow maximum time of 48 hours for the consumable available in India and for other items maximum of 05 working days from the date of lodging of report. A penalty of Rs. 5000/- (five thousand rupees only) per day shall be imposed for delay beyond 5 days. Similar penalty will be applicable for installation delay beyond 15 days from the receipt of the instrument at site.
- (18) Change of Indian Agent: Prior intimation is required for this change. The new Agent should undertake to submit fresh performance guarantee first.
- (19) Documents to be furnished by the concerned Indian Agents:
- (a) Foreign Principal's proforma invoice indicating the commission payable to the Indian agent and nature of after sales service to be rendered by the Indian agent.
  - (b) Copy of the agency agreement with the foreign principal and the precise relationship between them and their mutual interest in the business.
  - (c) The enlistment of the Indian agent with Director General of Supplies and Disposals under the Compulsory Registration Scheme of Ministry of Finance.

SIGNATURE OF TENDERER  
ALONG WITH SEAL OF THE  
COMPANY WITH DATE

### **Minimum Eligibility Criteria:**

1. Bidder shall have a minimum 5 (five) years experience in supplying and commissioning of Basketball post in a government organization (at State/National/International level) as on tender submission deadline. Name, address/ contact details of the present and past satisfactory clients to be provided.
2. Experience of having successfully installed and commissioned of similar works at any IIT/NIT/Universities/IIM/IISER or any Institute of National Importance in India during the last 03 (three) years as of tender submission deadline, as per the following details:
  - (a) Three similar completed works costing not less than the amount equal to 40% of estimated cost; OR
  - (b) Two similar completed works costing not less than the amount equal to 50% of the estimated cost; OR
  - (c) One similar completed work of aggregated cost not less than the amount equal to 80% of the estimated cost;
3. The bidder must have minimum annual average turnover of Rs. 50 Lakh for the last three years. All bidders should submit copies of audited statement of Accounts for the last three years.
4. Solvency certificate minimum of Rs. 10 Lakh is required from any scheduled bank.
5. Proof of Registration of the bidder under relevant law, such as Companies Act, and / or Shops & Establishment Act of Trade License from appropriate authority etc.
6. All bidders should submit copies of PAN Card, GST Registration certificates.
7. A certificate (Affidavit ) to be signed by MD/CEO of the company that they haven't been debarred or blacklisted for any services, supplies of products dealing in, by any organizations of educational Institute/ University or state/central government.
8. The bidder must submit copies of acknowledgement of Income Tax return for the last three years.
9. Filled in declaration as per the Annexure – VI
10. Clear image, brand name and model number of the movable basketball post must be attached with technical bids.

## ANNEXURE – III

### **INSTRUCTIONS & SPECIAL CONDITIONS**

#### **(To be returned by Tenderer along with the Tender duly signed)**

##### **1. GENERAL:**

Tenderer(s), who are Indian Agents of OEMs should furnish a clear declaration as follows:

We declare that I am/we are Accredited Agents of the suppliers aboard;

##### **2. DEVIATION FROM SPECIFICATIONS:**

It is in the interest of the tenderer to study the specifications in the tender schedule thoroughly before quoting so that, if the tenderer makes any deviations, the same are prominently brought out in the body of the tender. If you need to add any optional items to your system in order to meet our specifications, you are requested to quote for the total including the option required to suit our requirements; otherwise, your tender will not be considered at all.

##### **3. PRICE:**

For imported items both F.O.B. & C.I.F. Kolkata price by Air to be quoted. The price should be without Customs Duty and Excise Duty since IIT Kharagpur is exempted from the payment of Customs & Excise Duties. The Institute if required will provide certificates for Import Items: The order acknowledgement should be issued by Fax within 3 days, and the item should be airlifted within 30 days from the date of receipt of the Letter of Credit copy / copy of DD, as the case may be.

- (i) Agency Commission, if any will be paid to the Indian agents in Rupees on receipt of the equipment and after satisfactory installation. Agency Commission will not be paid in foreign currency under any circumstances.
- (ii) The unit prices should be for the same unit as indicated in the Schedule to tender enquiry and not for any other unit.
- (iii) Prices quoted should be for supply, installation and commissioning at I.I.T. Kharagpur.
- (iv) Discount, if any, should be indicated separately / prominently.
- (v) Offers should normally be on fixed and firm price basis. Any clause making price variation will not be acceptable.
- (vi) Where tenderer intends to quote in Indian Rupees, for imported items, the price should be quoted "FOR Destination" basis. Offer should be on "High Sea Sales" basis. No sales tax can be charged. Customs Duty applicable against **Declaration in Terms of Government of India Notification No.51/96-Customs dated 23.07.96 will be paid. Vendor will arrange payment of customs duty during clearance and the same will be reimbursed at actual against proper documents. Way Bill will be issued on request.** Seller has to undertake the responsibilities of customs clearance. All necessary supporting documents will be provided by the IIT Kharagpur. An agreement can be made in this regard, if the seller wishes, before customs clearance.

##### **4. TRANSIT NSURANCE:**

The Purchaser will not pay separately for Transit Insurance.

##### **5. PAYMENT:**

- i) Payment for indigenous items quoted in Indian Rupees will be made only after completion of supply, installation and commissioning of the Systems to the entire satisfaction of the Purchaser. **No Advance Payment will be made for Indigenous Purchase.**
- ii) Where items are imported and the payment is desired to be made to their foreign Principals directly, the same will be made against Irrevocable Letter of Credit only.

##### **6. TENDERERS SHALL SUBMIT ALONG WITH THEIR TENDER:**

- i) Complete address and tele links for contact persons in principals and Indian agent offices dealing with this purchase.
- ii) Name and full address of the OEM's Banker and their swift code.
- iii) Proof of having ISO 9001 or other equivalent certification given by appropriate authorities.

**7. EARNEST MONEY DEPOSIT: TENDERER MUST SUBMIT AN EMD OF RS.20,000/- (REFUNDABLE) IN THE FORM OF BANK DRAFT/BANK GUARANTEE IN FAVOUR OF "INDIAN INSTITUTE OF TECHNOLOGY, KHARAGPUR". It should be placed in the cover containing of Technical Bid. No interest will be paid of successful or unsuccessful bidders for the EMD until return.**

**8. TENDER FEE: TENDER FEE OF TOTAL RS. 500/-(non-refundable) IN THE FORM OF BANK DRAFT (in favour of "INDIAN INSTITUTE OF TECHNOLOGY, KHARAGPUR") MUST ACCOMPANY THE TENDER. It should be placed in the cover containing the Technical Bid.**

**9. PERFORMANCE BANK GUARANTEE:**

On behalf of the Principal Indian Agent must be able to provide Performance Bank Guarantee of the amount equivalent to the 10% of the cost of equipment from any Nationalized Bank. The Performance Bank Guarantee is required for the entire period of Warranty. Performance Bank Guarantee must remain valid for a period sixty days beyond the expiry of the Warranty Period.

**10. GUARANTEE:**

The tenderer has to declare that the goods sold to the buyer under this contract shall be of the best quality and workmanship and shall be cover for a period of **three years onsite warranty** after the installation of equipments and to strictly maintain also in accordance with the specifications.

**11. JURISDICTION:**

All questions, disputes, or differences arising under, out of or in connection with the contract, if concluded, shall be subject to the exclusive jurisdiction at the place from which the acceptance of Tender is issued i.e. Jurisdiction of KOLKATA HIGH COURT. Acceptance to this effect is also necessary at the time of opening of Technical Bid.

**12. ACKNOWLEDGMENT:**

It is hereby acknowledged that we have gone through all the points listed under "Instructions & Special Conditions" outlined above, and those in the accompanying note on "Important Conditions", and we agree to abide by them under the penalty of permanent disqualification for Tender participation and for related penal actions for non-abidance of the conditions.

13. It should be approved by the Basketball Federation of India or FIBA, Grade level-1. Concern certificate must be attached with technical documents.

14. Interested vendors must be able to supply adequate spares and consumable during three year onsite warranty. Vendor should also ensure trouble free service and performance for another three years beyond one year Comprehensive Warranty Period with adequate spares and accessories.

SIGNATURE OF TENDERER  
ALONG WITH SEAL OF THE  
COMPANY WITH DATE



NOTE: ONE AGENT CANNOT REPRESENT TWO SUPPLIERS OR QUOTE ON THEIR BEHALF AT ONE TIME. In case of import all the particulars required for opening Letter of Credit (L/C) should be furnished in clear terms. After opening of L/C, based on our tender, no more request for amendment of L/C will be entertained. Total price including supply, installation and commissioning at I.I.T., Kharagpur, should be quoted. The cost of items that may be supplied from indigenous resources and also installation part if installation is done by Indian Agents should be stated in Indian Rupees.

1. In case of Import, bidders are requested to quote FOB price mentioning Freight & Insurance charges separately. No Ex-Works pricing is considered.
2. Warranty should be valid for six months for all items including third party items.
3. Quotations should be submitted in Separate Sealed Cover (with Sealing Wax). The quotation should be in typed format. No manual entries are allowed and any manual entry will entail rejection at the opening stage itself.
4. Before submitting vendor should ensure that they have submitted the following in the technical bid the documents as mentioned hereunder: Technical Literature, Specification documents, **Point-by-point Compliance Statement**, General Terms & Conditions, Acceptance of Kolkata High Court Jurisdiction, Name and address of 5 organizations of which 1 must be India where the OEM has installed 1 such equipment in the last 2 years and a copy of Price bid with prices masked.

***The Commercial bid shall have all the commercial documents, agreements and Price bid. Prices should be given component wise to enable the Institute to decide the final configuration.***

**Important:**

1. The institute may accept or reject any or all the bids in part or in full without assigning any reason and does not bind him to accept the lowest bid. The Institute at its discretion may change the quantity/upgrade the criteria/drop any item or part thereof at any time before placing the Purchase Order.
2. In case of any dispute, the decision of the DIRECTOR of this Institute shall be final and binding on the Bidders.
3. For any query pertaining to this Bid document correspondence may be addressed to :-

***President, Technology Students' Gymkhana,  
Indian Institute of Technology, Kharagpur-  
721302 [Ph.: 91-3222-281186] ]***

**N.B.: In case the due date for opening tender happens to be a holiday, the same will be opened on the next working day. The timings will however remain unchanged. Please Note that the Institute remains closed on Saturday & Sunday.**

## Annexure-IV

### TECHNICAL BID DOCUMENT

FORMAT TO BE FILLED BY THE MANUFACTURERS / INDIAN AGENTS (ON BEHALF OF THEIR FOREIGN PRINCIPLES) OR THEIR AUTHORIZED COUNTRY DISTRIBUTORS/ REPRESENTING DEALERS/ REGIONAL AGENCIES, SUBMITTING TENDER FOR SUPPLY of MOVABLE BASKETBALL POST FOR IIT KHARAGPUR

1. Name of the Tenderer & Address with Mobile No: :
2. Status of the Tenderer :  
(attach documents, if registered  
company/partnership/proprietyship)
3. Whether OEM/representing foreign principle :  
(attach copy of certificate/authorization)
4. Details of key top official/authorized official :  
(Attach details)
5. Details of tie-ups for supply/services, if any :  
(Attach details, agreements, escalation matrix)
6. Income Tax and Service Tax returns of previous :  
three years (copy)
7. Annual statement/turn over certificate of last :  
three years
8. Current list/address of clients where similar material :  
has been supplied and successfully working
9. Name of the vendor's three largest clients, to whom :  
similar products and services were extended & amount  
of transaction/annual bills to such clients
10. Income Tax Permanent A/c No. (attach copy) :
11. GST no (Attached paper) :
12. Bank Solvency certificate of Rs. 10 Lakh of any scheduled bank :
13. **Details of EMD/Bank Draft No., issuing branch and date** :
14. Filled in declaration as per the Annexure- VI :
15. Brand name, Model No & image of movable basketball post attached :
16. FIBA approval certificate (Copy enclosed) Yes / No :

---

Dated signature & seal of the Authorized  
person of OEM/Vendor

**NOTE:** This is must be submitted in a separate sealed envelope super scribing  
“TECHNICAL BID”,

**FORMAT FOR PRICE BID**

Sl. No.	Items	Unit	Rate/ unit	GST %	GST (Rs.)	Total (Rs.)
1.	<b><u>Movable Basketball Post</u></b> <b>(Foldable &amp; Roll able with Hydraulic system)</b> <b>Brand name:</b> <b>Model No:</b>	Pair				
<b>Grand Total : (in figure)</b> <b>(In words) :</b>						

-----  
Date, signature & seal of the OEM/Vendor

**DECLARATION**

1. I, -----Son /Daughter of Shri -----  
-----Proprietor/Partner/CEO/MD/Director/  
Authorized Signatory of M/s. ----- a m 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. A certificate (Affidavit) to be signed by MD/CEO of the company that they haven't been debarred or blacklisted for any services, supplies or products dealing in, by any organizations or educational Institute/University or state /Central government.
4. The information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief.
5. I/ we/ am are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
6. Each page of the tender document and papers submitted by my Company is authenticated, sealed and signed, and I take full responsibility for the entire documents submitted.

-----  
Signature of the Authorized Person

Date: -----

Full Name : -----

Place: -----

Company Seal : -----

**MODEL BANK GURANTEE FORMAT FOR FURNISHING BID SECURIY (EMD)**

Whereas .....hereinafter called the “tender” has submitted their offer dated.....for the supply of ..... (Hereinafter called the “tender”) against the Purchaser’s tender enquiry No..... MNOW ALL MEN by these present that

We .....of .....having our registered office at.....are bound unto Indian Institute of Technology Kharagpur (hereinafter called the “Purchaser”) in the sum of .....for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common seal of the said Bank this.....day of.....20.....

**THE CONDITIONS OF THE OBLIGATION ARE:**

- 1) If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- 2) If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity:-
  - a) If the tenderer fails to furnish the performance security for the due performance of the contract.
  - b) Fails or refuses to accept/execute the contract.

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the purchaser (Indian Institute of Technology Kharagpur) having to substantiate its demand, provided that in its demand the purchaser will note that the amount claimed by it is due to it owing the occurrence on one or both the two conditions. Specifying the occurred condition or conditions.

This guarantee will remain in force up to and including 60 days after the period of tender validity and any demand in respect thereof should reach the bank not later than the above date.

Signature of the authorized officer of the bank

Name and designation of the officer

Seal, name and address of the Bank and address of the Branch.