



Terms of Reference (TOR) For Selection of suppliers for (Electric Transformer & Push Button Panel)

“FOR KISHANGARH MARBLE AND GRANITE CLUSTER, VILLAGE RALAWATA, DISTRICT
AJMER UNDER
SFURTI SCHEME OF MINISTRY OF MSME, GOVT.OF INDIA”

Cost of the Tender Document Fees: Rs 1000/-

Last date of Tender Submission 08-03-2024 till 10:00 A.M.

BID OPENING

- A.** Opening of Technical Bids will be opened on 08-03-2024 at 11:00 A.M at ---
Kishangarh Marble And Granite, Ralawata Tehsil Kishangarh Dist Ajmer (Rajasthan) Pin Code 305801
- B.** Opening of Financial Bids: - If the Technical Bid is found complete in all respect, then only Financial Bid will be opened, otherwise the financial bid will not be opened.

Background: Khadi and Village Industries Commission (KVIC) is a statutory body created by an Act of Parliament No. 61 of 1956 and as amended by Act. No. 12 of 1987 and Act No. 10 of 2006, established in April' 1957. It functions under the administrative control of the Ministry of Micro, Small and Medium Enterprises, Government of India. Broad objectives of KVIC are as follows:

The social objective of providing employment

- The economic objective of producing sale able articles, and
- The wider objective of creating self-reliance amongst the people and building up of a strong rural community spirit

KVIC, through its various schemes [Scheme of Fund for Regeneration of Traditional Industries (SFURTI) Scheme of Ministry of MSME (Mo MSME)] is supporting Khadi and Village Industries Institutions and entrepreneurs in the production of Khadi and various products of village industries. In view of the large employment generation



potential of the KVI sector, Government of India attaches significant support to this sector.

1. INVITATION TO TENDER

State office KVIC, Jaipur on behalf of Women Children Welfare and Rural Development Society (Implementing Agency) of Kishangarh Marble and Granite Cluster under SFURTI Scheme of Ministry of MSME, Govt. Of India) invites bids from eligible suppliers for supply of Electric Transformer & Push Button Panel for a period of One year as per the Specifications stated in the tender document.

Tenders are invited for Kishangarh Marble and Granite Cluster, proposed CFC at Vill. Ralawata, Tehsil Kishangarh & District Ajmer, Rajasthan being implemented by NGO- Women Children Welfare and Rural Development Society -Rajasthan (Implementing Agency) under SFURTI Scheme of Ministry of MSME, Govt. of India.

This is a fixed price contract and therefore, price quotation shall include interalia direct and indirect expenses, wages, over heads, cost of transport and cost of materials, GST etc.,

KVIC maintains very strict Quality Standards and service standard which the supplying party is deemed to be aware of and by submitting a tender, deemed to have declared their willingness to abide by BIS standards and KVIC Standards as detailed.

2. Tender Committee of Kishangarh Marble and Granite Cluster does not bind itself to grant the "Contract" to the lowest or any tenderer/Bidder, and is not obligated to acquaint any of the Bidders with reason(s) for refusal to award the tender to them.



TENDER FOR SUPPLY OF ELECTRIC TRANSFORMER & PUSH BUTTON PANEL FOR COMMON FACILITY CENTER (CFC) KISHANGARH MARBLE AND GRANITE CLUSTER DISTRICT AJMER, UNDER THE REVAMPED-SFURTI (KVIC & MSME, GOVT. OF INDIA)GUIDELINE

a) Address for Purchase, submission and opening of tender:

THE SECRETARY,K.C.HOUSE,MAHAVEER COLONY,IN
FRONT OF KATARIA TRANSPORT,MADANGANJ
KISHANGARH,AJMER,RAJASTHAN
MOBILE 9910790632
EMAIL ID :wardsksg@gmail.com

b.) Tender documents may be obtained from the above office by submitting an application and cost of tender documents by Demand Draft/cash (in favor of Revamped SFURTI Women Children Welfare and Rural Development Society Payable at Kishangarh) Alternatively, tender documents can be downloaded from the websites

(www.vgu.ac.in) and in such cases, the cost of tender documents shall have to be paid at the time of submission of offers with a DD/Cash of Rs. 1000/-

c.) Sansthan and KVIC take no responsibility for any delay/loss of documents or correspondence sent by courier or post.

d.) Part A of the bid will be opened first and scrutinized. Successful bidders in techno- commercial bid Part – A will only be considered for opening of Price Schedule i.e. Part – B

e.) Only Tenderers who have previous experience in the work of the nature and description detailed in this tender specification or related work/items are expected to quote for this work.

d.) Tenderers are advised to go through the project scope of work, site location etc and get them fully acquainted with the work place and prevailing working conditions before submitting the offer.

e.) The Tenderer should accept all terms & conditions of the tender unconditionally. In case the Tenderer wants to deviate from the tender conditions, such deviations shall be clearly specified in the offer. If no deviations are given in the offer, it will be assumed that the Tenderer accepts all terms and conditions of the tender.

f.) This is fifteen page documents. Contractor/bidder/tenderer has to sign all pages of this document and submit along with completed Part A.




Tender conditions

1. Registered Indian company/Firm/Subunit registered with MSME and NGO/ Cooperative Society/PMEGP/REGP Units of KVIC/KVIB engaged in trading/owning or manufacturing and maintaining related work.
2. Having Minimum 03 year of experience in Trading, manufacturing, owning or the related work
3. Have a valid Trading License/MSME Certificate as applicable.
Have registration with GST (Copy of registration certificate to be enclosed)
4. Have PAN allotted to bidder by IT Department (Copy of PAN card to be enclosed) Certificate of declaration
5. Financial Turnover: Minimum average annual turnover of the bidder during last three years should be at least twice of tender bid.

BID DOCUMENT

Bid document includes (Technical)

1. Bid Form-1
2. Letter of authorization for attending bid opening-Form-2
3. Certificate for Non-Participation of near relative-Form-3
4. Agency details-Form-4
5. Certificate of declaration-Form-5
6. Last 03 years balance sheet
7. PAN/Adhar Copy
9. GST Registration
10. Experience of last 03 year for related work

CA Certified Annual Turnover of last 03 years. The bidder is expected to examine all instructions, forms, terms and specifications in the Bid Document. Failure to furnish all the information required as per Bid Document or submission of the bids not substantially responsive to the Bid Document in every respect will be at the bidder's risk and may result in rejection of the Bid.

Tenderer must quote exact value (with GST if applicable). Tenderers shall certify in the Techno- commercial bid that rates for all the items have been quoted. No extra amount will be allocated once the tender is decided.

In case of dispute or arbitration of any of clause/condition, the decision of the Director SO, KVIC, Jaipur shall be final.



FORM-1 BID

FORM-1

T-D. Kishangarh Marble and Granite Cluster/Tender03/2023-24/Date:

To,

Dear Sir,

1. We, under signed, offer to supply of Electric Transformer & Push Button Panel with the conditions of contract and specifications for the sum shown in the schedule of prices attached here with and made part of this Bid.
2. We undertake, to enter in to agreement within one week of being called upon to do so and bear all expenses including charges for stamps etc. and agreement will be binding on us.
3. Forbid is accepted, we will deposit an amount equal to 5% of the contract sum in the form of Demand draft /Cash for due performance of the Contract.
4. We agree to abide by this Bid for a period of 30 Days from the date fixed for Bid opening and it shall remain binding up on us.
5. Bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.

Dated, this.....Day of2024

Signature of Incapacity of

Duly authorized to sign the bid for and on behalf of.....

Witness.....

Address.....

Signature

Shweta Laddha



FORM-2

LETTER OF AUTHORISATION FOR ATTENDING BID OPENING

TD. KISHANGARH MARBLE AND GRANITE Cluster/Tender-3/2023-24/Date: 08-03-2024

To

President/Secretary Women Children Welfare and Rural Development Society,
Kishangarh

Subject: - Authorization for attending bid_____ (date 08-03-2024)
opening on the Tender of Electric Transformer & Push Button Panel.

Sir,

Following persons are here by authorized to attend the bid opening for the tender mentioned above on behalf_____ (Bidder) in order of preference of given below.

Order of Preference	Name	Specimen Signatures
Preference I:		
Preference II:		
Alternate Representative:		
Signatures of bidder:		
_____ or Officer authorized to sign the bid documents on behalf of the bidder		

Note:

1. Alternate representative will be permitted when regular representatives are not able to attend.
2. Permission for entry to the hall where bids are opened may be refused in case authorization as prescribed above is not recovered.

Seal & Signature of Tenderer

Date



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FORM-3

CERTIFICATE FOR NON PARTICIPATION OF NEAR RELATIVE

Certificate on Non Participation of near relatives in the tender called for engagement of Agency for supply of Electric Transformer & Push Button Panel for Kishangarh Marble and Granite Cluster under SFURTI Scheme of Ministry of MSME, Govt. of India, as required for Biding.

I----- the Son of/ W/O R/O here by certify that none of my relative(s) is/are employed in KVIC unit as per details given in tender document. Incase at any stage, it is found that the information given by me is false/ incorrect, NGO Women Children Welfare and Rural Development Society (Implementing Agency of Kishangarh Marble and Granite Cluster)/ KVIC shall have the absolute right to take any action as deemed fit/without any prior intimation tome.

Signature:

For and on behalf of the Bidder

Name:_____

Position:_____

Date:_____



FORM-4
AGENCY DETAILS

(Including performance records, financial viability etc.) Name of Agency/Company:

Owner's name/Director's name:

PAN number:

Income tax A/C no. & amount of tax paid during last financial year

GST number of the agency/company:

Address:

Telephone/Mobile Nos.:

Banker's Name & Address:

Experience (years):

List of major clients (enclose copy of orders/ contracts along with item,item details Report)

Seal & Signature of Tenderer

Date

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FORM-5

CERTIFICATE OF DECLARATION

I _____ Son/Daughter of _____/
W/O _____ R/O hereby confirm and declare that my/our firm/company
M/s _____ is not blacklisted/delisted or debarred or on Holidaylist with
any company of Private/Public Ltd Or Government Company/Govt. deptt from participating in the
tender as on date.

In case at any stage, it is found that the information given by me is false/incorrect, NGO-
----- (Implementing Agency of -----

Cluster/KVIC-India shall have the absolute right to take any action as deemed fit/without any prior
intimation tome.

Sign:

For and on behalf of the Bidder Name:

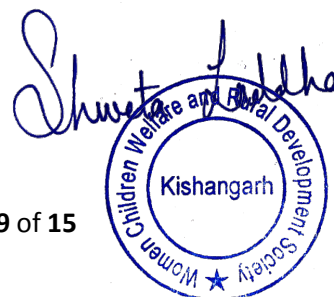
Position: _____

Date: _____

Seal & Signature of Tenderer

Date

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Procedure for preparing Quotation documents

It is a two-bid (Envelope-1 and Envelope-2) system. Envelope -1 would contain -PART – A
(Technical/Qualifying bid documents) and Envelope 2 would contain
PART – B (COST/PRICE bid documents)

Both the envelopes should be sealed separately and will be enclosed in one main envelope subscribing
on it as below:

QUOTATIONS FOR SUPPLY OF ELECTRIC TRANSFORMER & PUSH BUTTON
PANEL, FOR CFC AT KISHANGARH MARBLE AND GRANITE CLUSTER,
Ralawata, Kishangarh, Ajmer. RAJASTHAN

To The Secretary
Women Children Welfare and Rural Development Society,
Kishangarh, Rajasthan
Mobile : 9910790632 ,E-mail id: wardsksg@gmail.com.com



TENDER FOR SUPPLY OF ELECTRIC TRANSFORMER & PUSH BUTTON PANEL FOR COMMON FACILITY
CENTER (CFC) OF KISHANGARH MARBLE AND GRANITE CLUSTER DISTRICT AJMER, UNDER THE REVAMPED-SFURTI
(KVIC & MSME, GOVT.OF INDIA) GUIDELINE

Cost of Tender Document: Rs. 1000/-

Submission starts on 17-02-2024

Last date for submission: 08-03-2024, 10:00AM

Tender opening: 08-03-2024, 11:00AM

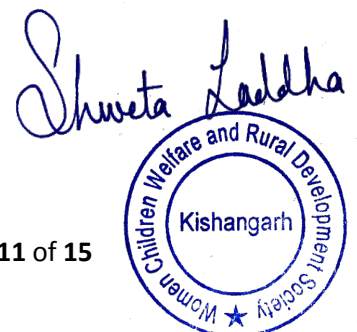
Name of the Firm / organization / company	
Registration detail of the firm / organization / company / GST / PAN	
Name and designation of Contact	Name
Person	Mobile no.
Registered Office	Address Phone Email Website
Details of Experience (Years) in related work	
Validity of Offer / rates quoted for six months from the date of opening of tender	YES NO
Payment details/DD	Rs. Ref. No. Date

This declaration is signed by the undersigned after having duly understood the detailed specifications given in the document, along the terms and condition of supply and qualifying conditions for bidder.

Seal & Signature of Tenderer

Date

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SUBJECT: TENDER FOR SUPPLY OF ELECTRIC TRANSFORMER & PUSH BUTTON PANEL FOR COMMON FACILITY CENTER (CFC) OF KISHANGARH MARBLE AND GRANITE CLUSTER DISTRICT AJMER, UNDER THE REVAMPED-SFURTI (KVIC & MSME, GOVT. OF INDIA) GUIDELINE

Women Children Welfare and Rural Development Society, the implementing agency under the Revamped-SFURTI (KVIC & MSME, Govt. of India) guideline, invites tenders for Supply of Stone Raw Material of the Common Facility Centre (CFC) at the KISHANGARH MARBLE AND GRANITE Cluster District Ajmer.

Qualifying Requirements of Tenderers :


- i. The tenderer should provide satisfactory evidence, acceptable to Sansthan to show that his organization has adequate capability and experience of Supply of Material for reputed Government/private organization.
- ii. The tenderer should have adequate financial stability and status to meet the obligations under the contract, for which he is required to submit detailed report of similar work done & proof of payments.
- iii. Execution of Work: The successful vendor will have to successfully complete the supply, of Electric Transformer & Push Button Panel within the given time (120 working days) as agreed by Sansthan from the date of issue of agreement.
- iv. VALIDITY OF OFFER: The offer shall be kept open for acceptance for a minimum period of Six Months from the date of opening of tenders.
- v. BID SECURITY/EARNEST MONEY DEPOSIT* The all bidder shall furnish, as part of the bid, an EMD of 2% of the Value Quoted in Tender (VQT) in DD/cash in the favor of "Revamped SFURTI Women Children Welfare and Rural Development Society" Unsuccessful tenderer will be refunded the EMD within 21 days from the last date of tender submission. KVIC reserves the right of forfeiture of EMD in addition to other claims and penalties in the event of the contractor's failure to fulfill any of the contractual obligations or in the event of termination of contract as per terms and conditions of contract.
*EMD Exempted MS Registered firm as per GFR rules 2017.<https://doe.gov.in/order-circular/general-financial-rules2017>

Seal & Signature of Tenderer

Date

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Shweta Laddha



- vi. **PERFORMANCE SECURITY DEPOSIT:** Upon acceptance of tender the successful tenderer must deposit the required amount of security deposit within time from the date of opening of tender for satisfactory completion of work. The total amount of security deposit shall be 5% of the contract value. Tenderer may submit DD in favor of "Revamped SFURTI Women Children Welfare and Rural Development Society " payable at Kishangarh, Ajmer as security deposit. Alternatively, contract for works, usually 5% of each running bill (periodic/interim payment) to be withheld as security deposit / retention money until final acceptance. The earnest money instead of being released may form part of the security deposit. KVIC reserves the right of forfeiture of security deposit in addition to other claims and penalties in the event of the contractor's failure to fulfil any of the contracts and obligations or in the event of termination of contract as per terms and conditions of contract.
- vii. Design, specification and quality of Electric Transformer & Push Button Panel should be exactly as per the details furnished by the bidder in Techno-Commercial bidding.
- viii. **WARRANTY:** The supplier/bidder must clearly mention the warranty period along with terms & conditions in the invoice.
- ix. **Terms of Payments:** 95 percent of the amount of material supplied will be paid on delivery and 05 percent will be paid on only after successful at site and handed over certificate by the bidder. Payment will be made within 15 working days receipt of goods

Shweta Laddha



Part A: CHECK LIST FOR TECHNICAL/ QUALIFYING BID

(TO BE RETURNED DULY FILLED IN AND SIGNED ALONG WITH OFFER)

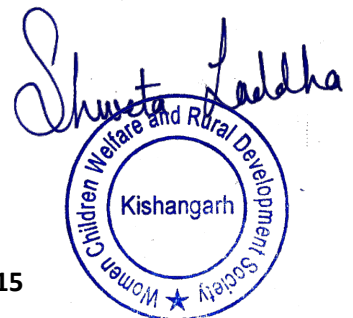
(Please enclose Supporting documents wherever necessary)

S No	Particular	Supporting Document should be submitted by the Bidder	Documents attached Yes/No (Page No.)
1.	Name of firm and year of establishment	Certified copy of the registration	
2.	Registered postal address of the firm/ Company / Org.	Address Proof	
3.	Name of the contact person		
4.	Phone No./mob. No. of the contact		
5.	Experience of same type of work	Enclose copy	
6.	Registration No	Please enclose Certified copy	
7.	GST/ TIN and PAN No.	Please enclose Certified copy	
8.	Turnover (last 03 years) 2022-23 2021-22 2020-21	Enclose CA Certified Balance Sheet	
9.	Scope of the work (as mentioned in Requirement section)		
10.	Guarantee limits (if any) enjoyed by the firm		
11.	Bank details	A/c No. Bank name Branch	

Seal & Signature of Tenderer

Date

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Part B: Price Bid

(TO BE RETURNED DULY FILLED IN AND SIGNED ALONG WITH OFFER)(OFFER IN INDIAN RUPEES)

(Please refer Part-C for detailed specification)

Supply of Electric Transformer & Push Button Panel

S No	Item	Type	Qty.	Amount (In Lac)
1	Electric Transformer & Push button panel	250 KVA & Push Button Panel (APFC Panel & Distribution Panel supporting 250 KVA)	1	

* Delivery location: CFC at KISHANGARH MARBLE AND GRANITE, Ralawata, Kishangarh, Ajmer, Rajasthan

*Estimated cost will be 10.34 lac

*GST and any other additional cost (please mention).

*Warranty conditions to be mentioned

Shweta Laddha

A circular blue ink stamp. The outer ring contains the text "Women Children Welfare and Rural Development Society" at the top and "Kishangarh" at the bottom, separated by a small star on the right. The center of the stamp is blank.