

TENDER DOCUMENT

THE JIND CENTRAL CO-OPERATIVE BANK LTD.

JIND, HARYANA

E-Tender Document

**For
Supply of Split Air Conditioner Items
To**



**“THE JIND CENTRAL CO-OPERATIVE BANK LTD”
Situated in JIND District**

Date of Downloading Tender from	09.06.2021 from 04:00 P.M To 18.06.2021 upto 06:00 P.M.
Last Date for online submission of Tender	18.06.2021 Upto 06:00 P.M.
Date of opening of Technical Bid	19.06.2021 at 11:00 A.M.
Date of Opening of Financial Bid	19.06.2021 at 02:00 P.M.
Venue of Opening of Bid	Bays No 1-4 Huda Complex District Shopping Centre, Jind-126102 Haryana

E-mail: cbsjind.haryana@gmail.com

Website: www.jinddccb.com

Short Term Notice Inviting E-Tender

E-Tender Notice

The Jind Central Co-operative Bank Ltd. invites online e-tendering under two bids system i.e. technical and financial. Tender for Supply of Air Conditioners from Authorized Dealer/ Manufacturer / Supplier of Haryana State only. Bank reserves the right to accept or reject any application without assigning any reason(s).

TENDER DOCUMENT

THE JIND CENTRAL CO-OPERATIVE BANK LTD.

JIND, HARYANA

<u>Sr.No.</u>	<u>Particulars</u>	<u>Date & Time</u>
1	Downloading of Tender Document and online Bid preparation/ submission(date & time)	09.06.2021 from 4:00P.M. to 18-06-2021 upto 06:00 P.M.
2	Submission of online payment(EMD and Tender document fee + E-service Fee)	18-06-2021 upto 04:00 P.M.
3	Opening of Technical Bid(date & time)	19.06.2021 at 11:00 A.M.
4	Opening of Financial /Price Bid(date & time)	19.06.2021 at 02:00 P.M.

*Hard copies of Technical Bids and Financial Bids in sealed covers be also sent separately up to 18-06-2021 in the Head office of this bank situated in Bays No 1-4 Huda Complex District Shopping Centre , Jind-126102 Haryana The Tender forms (non-transferable) containing terms & conditions and specifications description of the above mentioned items may be downloaded from Website: <https://etenders.hry.nic.in> and www.jinddccb.com

Technical & Financial bid will be opened at Head Office, Bays No 1-4 Huda Complex District Shopping Centre , Jind-126102 Haryana.. Bank reserves the right to reject any/ all the tenders without assigning any reason.

GENERAL MANAGER

TENDER DOCUMENT

THE JIND CENTRAL CO-OPERATIVE BANK LTD,

JIND, HARYANA

OTHER DETAILS:

E-Tender is invited for below mentioned work in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):

Sr. No.	Quantity and Name of Air Conditioner Items	Qty.	EMD to be deposited for all items	Tender Estimated Value for all items	Tender Document Fee and E-Services Fees for all items	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid Preparation & Submission
1	O'General 2 Ton 3 Star High wall Split AC (MODEL :-ASGA24FUTC) Non-Inverter With Installation and Commissioning Application : AC up to 2.0Ton (Three Star)	8 Pcs.	Rs.75,000/- (Rs. Seventy Five Thousand Only)	Rs.750000 /- (Rs. Seven Lakh Fifty Thousand Only)	Rs.1000+ Rs.1000 = Rs.2000/- (Rs.Two Thousand Only)	09.06.2021 At 04.00 P.M	18.06.2021 At 06.00 P.M
2	O'General 1.5 Ton 3 Star High wall Split AC (MODEL:-ASGA18FUTD) Non-Inverter With Installation and Commissioning Application : AC up to 1.5Ton (Three Star)	3 Pcs.					
	Total	11 Pcs.					

Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ / Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

1. The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards or Internet Banking. Accounts and the payment for EMD can be made online directly through RTGS/NEFT or OTC Please refer to "Online Payment Guideline" available at the Single e-Procurement portal of GOH (Govt. of Haryana) and also mentioned under the Tender Document.
2. **SUBMISSION OF TENDER:-**Tenderer shall submit their offer in electronic format on the above mentioned website on or before the scheduled date and time as mentioned above. No offer in physical form will be accepted and any such offer, if received by The Jind Central Co-operative Bank Ltd; Jind will be out rightly rejected.

TENDER DOCUMENT

THE JIND CENTRAL CO-OPERATIVE BANK LTD,

JIND, HARYANA

3. No definite volume of work to be performed during the currency of the contract can be guaranteed by The Jind Central Co-operative Bank Ltd; Jind. No claim shall lie against Bank on this account.
4. The Jind Central Co-operative Bank Ltd; Jind reserves the right to accept / reject any/all the tenders without assigning any reason; the decision of the Bank shall be final and binding on tenderer.
5. NIT is the part of Tender Document and therefore bidders are requested to read the complete tender document and complete all the conditions mentioned therein. Bidders are requested to go through the tender document carefully before submitting the online bid and can visit the bank on any working day with prior intimation to inspect the specimen of the requisite items.
6. If the day fixed for opening of tender is subsequently declared a holiday, the tenders will be opened on the next working day following the Holiday but there will be no change in the time for opening indicated above.
7. Intending bidders will be mandatory required to online sign-up (create user account) on the website <https://etenders.hry.nic.in/> to be eligible to participate in the e-Tender. The tenderer shall deposit a sum of Rs. 75,000/- (Rupees Seventy Five Thousand only) as Earnest money and the receipt so obtained may be submitted along with the Technical Bid. The EMD of the successful bidder would be converted into Security Deposit and shall not carry any interest and be refunded after successful completion of tender period. The intended bidder who fails to pay EMD fee under the stipulated time frame shall not be allowed to submit its bids for the respective event / Tenders.
8. The interested bidders shall have to pay mandatory e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic payments gateway is an online interface between bidders and online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards or Internet Banking.

The interested bidders must remit the funds at least T+1 working day (Transaction + One working Day) in advance before the expiry date & time of the respective events. And make payment via RTGS/NEFT to the beneficiary account number specified under the online generated challan. The intended bidder / Agency thereafter will be able to successfully verify their payment online, and submit their bids on or before the expiry date & time of the respective events/Tenders at <https://etenders.hry.nic.in/>

TENDER DOCUMENT

THE JIND CENTRAL CO-OPERATIVE BANK LTD,

JIND, HARYANA

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

Key Dates

Sr. No.	Details	Bidder's Stage	Start date and time	Expiry date and time
1.	Release of Tender	-	09.06.2021 (04:00P.M.)	18.06.2021 (upto 06:00 P.M.)
2.	-	Downloading of Tender Document/Online Bid Preparation/Submission	09.06.2021 (04:00 P.M.)	18.06.2021 (upto 06:00 P.M.)
3.	Opening of Technical Bid Envelope	-	19.06.2021 (11:00 A.M)	---
4.	Opening Financial Bid	-	19.06.2021 (at 02:00 P.M)	

Important Note:

- 1) The Applicants/bidders have to complete “Application / Bid Preparation & Submission” stage on scheduled time as mentioned above. If any Applicant / bidder remained fail to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as “Applications / bids not submitted”.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of “Application/Bid Preparation & submission stage” (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/ Bidder Stage.

GENERAL MANAGER

The Jind Central Co-operative Bank Ltd; Jind

TABLE OF CONTENTS

Introduction.....	7
<i>Annexure-I</i>	
<i>Service Agreement.....</i>	<i>9</i>
<i>Annexure 2</i>	
<i>Self-Declaration on not being blacklisted.....</i>	<i>11</i>
<i>Annexure 3</i>	
<i>Format of Net Worth and Annual Turnover.....</i>	<i>12</i>
<i>Annexure 4</i>	
<i>Technical Bid.....</i>	<i>13</i>
<i>Annexure 5</i>	
<i>Checklist to be enclosed with Technical bid (Eligibility Criteria).....</i>	<i>14</i>
<i>Annexure 6</i>	
<i>Financial Bid.....</i>	<i>17</i>

1. INTRODUCTION

The Jind Central Co-operative Bank Ltd; Jind having its registered Head Office, Bays No 1-4 Huda Complex , District Shopping Center Jind. The area of operations of this Bank is whole district of Jind. The bank is governed by its members (Board of Directors) through the Bye-Laws according to the Haryana cooperative societies Act, 1984 and the Haryana cooperative societies Rules 1989. It has its independent Board of Directors.

Important Information

1.	Tender Inviting Authority Designation and Address	General Manager The Jind Central Co-operative Bank Ltd; Jind Bays No 1-4 Huda Complex District Shopping Centre , Jind-126102 Haryana .
2.	a) Name of the Work	(Supply of Air Conditioner Items to Head Office) The Jind Central Co-operative Bank Ltd; Jind situated in Jind District.
	b) Tender reference	e-Tender/ Air Conditioner-Items
	c)Place of Execution	Head office of The Jind Central Co-operative Bank Ltd; Jind .
3.	a) Tender document availability	Tender document is available at https://etenders.hry.nic.in/ , www.jindccb.com
	b) Processing fee for tender.	The payment of Tender Document Fee INR 1000/-(One Thousand Rupees Only)(Non-refundable) and eService Fee Rs. 1000/-(Rupees one thousand only) (Non-refundable) can be made by eligible bidders/contractors online directly through NEFT/RTGS.
6.	Email address for communication for any queries / clarification	cbsjind.haryana@gmail.com
7.	Earnest Money Deposit(EMD)	The Payment for EMD of Rs. 75,000 (Rs. Seventy Five Thousand Only) can be made online directly through RTGS/NEFT and the bidder would remit the funds at least T+1 working day (Transaction + One working day) in advance to the last dy and make the payment via RTGS/NEFT to the beneficiary account number as mentioned in the challan.

TENDER DOCUMENT

THE JIND CENTRAL CO-OPERATIVE BANK LTD,

JIND, HARYANA

8.	Last date and time for submission of e-Tender.	18.06.2021 at 6:00 P.M.
9.	Last date and time for submission of EMD Payment	18.06.2021 at 4:00 P.M
10.	Date and Time of Opening of Technical Bids.	19.06.2021 at 11:00 A.M.
12.	Date and Time of Opening of Commercial/ Financial Bids.	19.06.2021 at 02:00 P.M.
<p>i. Eligibility Criteria: Please refer to further of the Tender Document. Two Bid System i.e. Stage-1 Technical Bid; Stage-2 Financial Bid. Bids are to be submitted in electronically on https://etenders.hry.nic.in/. However, a hard copy of technical bid should also be submitted to The Jind Central Co-operative Bank Ltd; Jind</p> <p>ii. after successful submission of e-bid.</p> <p>iii. Tenders received after due date and time will be summarily rejected.</p> <p>iv. Any Bid not conforming to the format will be summarily rejected.</p>		

Annexure 1

SERVICE AGREEMENT

This agreement of **Supply of Air Conditioner Items** made on between M/shaving its office at through its Director /Proprietor..... (Who is authorized to sign the agreement) herein after called 1st party i.e. company and The Jind Central Cooperative Bank Ltd, Jind through its General Manager authorized representative herein after called the 2nd party.

The Jind Central Cooperative Bank Ltd, Jind, acting through the General Manager, herein after referred to as the other part whereas the said contractor has agreed with the Bank, for supply of required items in conformity with the requirements & specifications.

Now this indenture witness that in consideration of the promise, it is mutually agreed and declared between parties hereto as follows:-

1. Both the parties are competent to sign this agreement.
2. The supplier agrees to undertake to supply the Air Conditioner items as referred in Tender No. **e-Tender/Air Conditioner Items** as per the requirement. This is in respect to their bid letter no. dated_____ at the rates quoted by contractor. The prices are inclusive of all the levies taxes like excise duty freight and Labour etc., but exclusive of GST.
3. The supply of the Air Conditioner Items which are not in conformity with the requirements are liable to be rejected.
4. In consideration of the payments to be made to the supplier as hereinafter provided the supplier shall upon and subject to the said conditions execute the works as mentioned in “Description of Items list” and according to the conditions described in the said tender specifications and the said price schedule of quantities with due care and attention.
5. Payment would be made after each successful execution of order.
6. The Security deposit is liable to be forfeited by the Bank without any prejudice to any other rights and remedies of the Bank in case the supplier fails to supply the item , as per the item orders and as per the terms and conditions given in tender schedule during the term of the contract including the extended period if any.
7. Notwithstanding what are stated in the tender specifications and conditions hereinabove stated, the Bank reserves to itself the right to place the order for quantity of material to

TENDER DOCUMENT

THE JIND CENTRAL CO-OPERATIVE BANK LTD,

JIND, HARYANA

be supplied, of adding to or omitting any quantity of materials and variations shall be carried out without prejudice to this contract.

8. If any loss is caused to the Bank on the part of the supplier, then the loss would be indemnified by the supplier. by negligence
9. The said conditions shall be read and be treated as forming part of this agreement and the parties hereto will respectively be bound hereby and to abide by and submit themselves to the conditions and stipulations and perform the same on their parts to be respectively observed and preferred.
10. That the above terms and conditions can be amended / modified with the consent of both parties at any time.
11. That if terms and conditions mentioned above are breached by any of the party the agreement shall stand cancelled and the loss will be borne by the party who breaches the contract.
12. Any dispute arising under this agreement shall be referred to a sole arbitrator appointed as per the provisions of Arbitration and Conciliation Act, 1996 with consent of the Bank and the supplier. The award of the arbitration shall be final and binding on both parties.
13. All disputes shall be settled within District Jind jurisdiction.

(Signature of the authorized person of the bidders)

.....

(Name and address of the bidders)

.....

(Seal of the bidders)

(First Party)

General Manager

The Jind Central Co-Operative Bank Ltd.

(Second Party)

Annexure 2

Self-Declaration on not being blacklisted

Date:

From

**To
The General Manager,
The Jind Central Co-op Bank Ltd.,
Bays No 1-4 Huda Complex
District Shopping Centre ,
Jind-126102 Haryana**

I, _____ son of Sh. _____ resident of _____ do hereby solemnly affirm and declare as under:-

That we _____ hereby confirm that we _____ has not been blacklisted by any State Government/ Central Government/ Public Sector Undertakings during the last three years and further confirm that our EMD/ / SD/Performance bank guarantee has not been forfeited by any State Government / Central Government Public Sector Undertakings during the last three years due to our non-performance, non-compliance with the tender conditions etc.

That we _____ hereby declare that all the particulars furnished by us in this Tender are true to the best of my/our knowledge and I/We understand and accept that if at any stage, the information furnished is found to be incorrect or false, I/We am/ are liable for disqualification from this tender and also are liable for any penal action that may arise due to the above.

That we _____ certify that no refurbished components are used in the manufacturing and supply of Quoted Items and its related accessories / tendered items.

That in case of violation of any of the conditions above, We _____ understand that We _____ are liable to be blacklisted by the Bank for a period of three years from participating any tender published by Haryana Government.

DEPONENT

Verification:

Verified that the contents of the above affidavit of mine are true and correct to the best of my knowledge and nothing has been concealed therein.

DEPONENT

Annexure 3

Format of Net Worth and Annual Turnover

The Net Worth of Mr./Ms./M/s..... for last Financial Yearis Rs..... lakhs as per his/her/their books of Accounts.

(Note: Net Worth means sum total of paid up share capital plus free reserves. Further any debit balance of Profit and Loss Account and Misc. Expenses to the extent not adjusted/or written off, if any, shall be reduced from Reserves and Surpluses).

Requirements: The Average Annual Turnover to be provided in the following format for the last 3 Financial Years (2018-19, 2019-20 & 2020-21).

Financial Information			
Financial Year	2018 - 19	2019-20	2020-21
Annual Turnover (in INR)			
AVERAGE ANNUAL TURNOVER			
Note: Annual turnover should be certified by CA/Statutory Auditors.			

Signature of Chartered Accountant:-

Name:-

Membership No.:-

Seal:-

Annexure 4**Technical Bid****(BIDDERS PROFILE FOR PROVIDING SUPPLY & DELIVERY OF AIR CONDITIONER ITEMS)**

Sr.No.	BIDDER INFORMATION	DETAILS
1	Name of the Organization/PSA & Year of Establishment	
2	Address, Contact Number of Head office	
3	Email	
4	Status of Firm (whether Pvt. Ltd. Company/Public Ltd Company/Partnership firm(Attach Proof)	
5	Name of Directors/Partners	
6	<i>Details of EMD</i>	
7	<i>Details of cost of Tender document</i>	
8	Whether assessee of Income Tax. Mention PAN Number, furnish copy of income tax return for last three years.(Attach)	
9	<i>GST Registration(Attach Proof)</i>	
10	<i>Affidavit of Non-blacklisting during last three financial years (Attach Proof)</i>	
11	<i>Certificate of at least 3 years' Experience in Business.(Attach Proof)</i>	
12	<i>Audited Balance Sheet/ P&L Statement for last 3 years(Attach Proof)</i>	
13	<i>Income Tax Return: Proof of payment of Income Tax for the last 3 years- Income Tax</i>	
14	<i>Similar Work Experience (Provide copy of work order of any Govt./Co-operative department)</i>	
15	<i>Annual Turnover for last three Years FY-2018-19,2019-20 , 2020-21(Attach Proof)</i>	

Note: Visible Photocopies of all necessary documents duly self attested must be attached for verification of the information provided.

(Signature of the bidder)

Name and Address (with seal)

Annexure 5**Eligibility Criteria for Technical Bid****(Checklist to be enclosed with Technical bid)**

We M/s _____ has enclosed documentary evidence for fulfilling the Eligibility in the Technical Bid and other requirement laid in the tender document.

S.No	Clause	Documents required	Documents Submitted (yes/No)
1.	b) Processing fee for Tender should have been submitted.	The payment of Tender Document Fee INR 1000/-(One Thousand Rupees Only) (Non-refundable) and eService Fee Rs. 1000/-(Rupees one thousand only (Non-refundable) can be made by eligible bidders/ contractors online directly through debit cards or Internet Banking Accounts.	
2.	Earnest Money Deposit(EMD)	The Payment for EMD of Rs. 75,000 (Rs. Seventy Five Thousand Only) can be made online directly through RTGS/NEFT and the bidder would remit the funds at least T+1 working day (Transaction + One working day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.	
3.	The Bidder should be a private/public limited Company registered in India under the Indian Companies Act, 1956/ Partnership firm/sole proprietorship firm/Co-operative society existing for the past 3 years.	The bidder shall provide the Certificate of Incorporation for Registered Companies, Partnership Deed for Partnership Firms/VAT or GST Registration Certificate for Sole Proprietorship Firms.	
4.	The minimum cumulative Turn-over of the bidding company during last three audited financial years should be minimum Rs.10.00 Lakh (FY2018-19 , FY2019-20 & FY2020-21)	Audited Balance sheet of the Bidder for each of the last 3 financial years.	

TENDER DOCUMENT

THE JIND CENTRAL CO-OPERATIVE BANK LTD,

JIND, HARYANA

5.	The Bidder should have positive net worth (measured as paid-up capital plus free reserves) and should be profit making company for at least two years out of the last three audited financial years(FY 2018-19 , FY 2019-20 & FY 2020-21)	Audited Balance sheet and Profit & Loss account statement of the Bidder for each of the last 3 audited financial years.	
6.	Bidder should be in the business of supply and delivery of Air Conditioner Items for a minimum period of 03 (Three) year in India as on date of submission of the proposal.	Copy of Purchase Order issued/Agreement in the name of bidder.	
7.	Should not have been black listed by any central/State Government Department/ Organization for breach of any applicable law or violation of regulatory prescriptions or breach of agreement as on date of submission of Bid.	An affidavit as per the Annexure-2 to be submitted by bidder.	
8.	The Bidder must have Satisfactorily completed at least three orders for supply and delivery of Items in any Government Department/PSUs/Nationalised Banks/Private Bank/Cooperative Banks of value not less than Rs. 5.00 Lakh as on date of submission of financial offer during last 3 years.	Copy of the contract order/a certified letter from the concerned client confirming the date of engagement and successful completion of order.	
9.	The Bidder should have valid Trading License issued by Municipal/ Local District Council Authorities, all necessary permissions, consents, NOCs, approvals as required under law for carrying out its business. The Bidder should have currently valid	Copy of valid Trading License. Copies of GST/Service Tax Certificate & PAN No.	

TENDER DOCUMENT

THE JIND CENTRAL CO-OPERATIVE BANK LTD,

JIND, HARYANA

	GST/Service Tax Registration Certificate and PAN No.		
--	------------------------------------------------------	--	--

Any Bid failing to meet the above stated Qualification criteria shall be summarily rejected and will not be considered for Financial Evaluation

Yours faithfully,

Authorized Signatory (ies)[In full and initials]: _____

Name and Title of Signatory (ies): _____

Name of Bidding Company/Firm: _____

Address: _____ (*Affix the Official Seal of the Bidding Company*)

Annexure 6

Financial Bid

It is mandatory for the bidders to quote rates for each items for the unit indicated in the below list. No item needs to be kept blank. The rates include all applicable taxes (but exclusive of GST), insurance, transportation & labour etc.

Estimated quantity of items required mentioned in the **Description of Items List** however it should be clearly noted that Bank shall place the order as per the requirements of the Bank.

Description of Items List:-

Sr. No.	Name of Items	Quantity Required	Rate (in Rs)		
			Per Unit	GST	Gross Amount
1.	O'General 2 Ton 3 Star High wall Split AC (MODEL -ASGA24FUTC) Non-Inverter With Installation and Commissioning Application : AC up to 2.0Ton (Three Star)	8Pcs.			
2.	O'General 1.5 Ton 3 Star High wall Split AC (MODEL :- ASGA18FUTD) Non-Inverter With Installation and Commissioning Application : AC up to 1.5Ton (Three Star)	3 Pcs.			
	TOTAL	11 Pcs.			

In words :(Rupees.....only)

I have gone through the quotation paper thoroughly and clearly understood the specifications, terms and conditions mentioned in the Description of Items List. My quoted price is inclusive of all taxes, expenses freight, Labour etc. but exclusive of GST.

Signature: Name of the Authorized Person

Designation:

Seal of the firm: