

**OFFICE OF DEPUTY DIRECTOR-CUM-PROJECT OFFICER
DISTRICT RURAL DEVELOPMENT AGENCY, CHAMBA**

No. DRDA-CHM-Tender(SBM)/2022- **1536-37**

Dated : **11**, July, 2023

NOTICE INVITING TENDER


Properly sealed covered tenders are invited from the reputed Manufacturers or their authorized dealers or other suppliers for providing **NEED BASED** machinery for establishing Plastic Waste Management Infrastructure Units at Block Level in the Distt. Chamba under Swatch Bharat Mission. Tender should reach in this office on or before 02/08/2023 upto 5:00 PM, thereafter no tender shall be entertained.


Tender Form containing specifications, terms and conditions can be purchased from the office of the undersigned on any working day between 10:00 AM to 5:00 PM up to 01/08/2023 at the cost of Rs. 1000/- (One thousand only) as tender fee (non-refundable). The complete tender documents can also be downloaded from our website **drdachamba.org**, however, such bidders shall be required to pay the cost of the tender document @ Rs. 1000/- in the form of demand draft in favor of Deputy Director-cum-Project Officer, DRDA Chamba along with their bids. Tender form requested through any other mode will not be acceptable.

S.No	Name of Component	Sale of Tender	Pre-Bid Meeting	Last date of receipt of Tender & time	Date of opening of Tender & time
1	Plastic Waste Management Units i.e. Plastic Shredder machine, Baling machine and Plastic dust remover	12/07/23 to 01/08/23	25/07/2023 At 11 AM	02/08/2023 Up to 5 PM	03/08/2023 At 11 AM

Endost. No. as above:- **1536-37** Chamba
Copy to:-

1. The Distt. Public Relations Officer, Chamba for publishing the NIT on DAVP rates in two leading newspapers i.e. Hindi, Divya Himachal & Dainik Jagaran on 12th July 2023).
2. Notice Board and for uploading on the website.


Dy. Director-cum-Project Officer
DRDA Chamba, Distt. Chamba (H.P.)
Dated:- **11**, July, 2023


Dy. Director-cum-Project Officer
DRDA Chamba, Distt. Chamba (H.P.)

DISTRICT RURAL DEVELOPMENT AGENCY, CHAMBA

TENDER ENQUIRY DOCUMENT FOR

Providing the need based machinery for establishing Plastic Waste Management Infrastructure Unit at Block Level in Distt. Chamba under Swachh Bharat Mission. Machinery consists of mainly three components i.e. Plastic Shredder machine, Baling machine and Plastic dust remover.

Sealed covered tenders are invited from reputed Manufacturers or their authorized dealers or other suppliers for providing need based Plastic Waste Management Machinery for establishing the Plastic Waste Handling Unit at block level in Distt. Chamba. The schedule of tender and the Terms and Conditions shall be as under: -

1. Schedule of Tender :-

Sale of Tender Document : From 12/07/2023 to 01/08/2023 on all working days (10:00 AM to 5:00 PM)

Last time and date for submission of Tender : Up to 5:00 PM on 02/08/2023

Pre-bid Meeting : 11:00 AM on 25/07/2023

Time and date for opening of Tenders for technical offers : At 11:00 AM on 03/08/2023. The financial bids will be opened after evaluation of technical bids.

Duly filled in Tender Document must be submitted to: Deputy Director-cum-Project Officer, Distt. Rural Development Agency, Chamba.

- The Tenders will be opened in the presence of bidders or their authorised representatives, if any.
- The Tender may be either modified or cancelled in part or full, at the discretion of the Deputy Director-cum-Project Officer, DRDA Chamba without assigning any reason thereof and the same shall be published on our website drdachamba.org.

2. INSTRUCTIONS TO THE BIDDERS

- (a) The tender for providing the machinery for establishing Plastic Waste Management Infrastructure Unit at Block Level in Distt. Chamba under Swachh Bharat Mission consists of mainly three components i.e. Plastic Shredder machine, Baling machine and Plastic dust remover.
- (b) The tender is to be submitted in two parts viz. 'Technical bid' and 'Financial Bid' in two separate sealed envelopes and should accordingly be super-scribed.
- (c) The cost of tender document is Rs. 1000/- (Rupees one thousand only) which is non-refundable. Payment of the same is to be made in cash at the time of obtaining the tender document from the office of Deputy Director-cum Project Officer, DRDA

Kumari
Deputy Director-cum-Project Officer
Distt. Rural Dev Agency
Chamba (H.P.)

Chamba. In case, the tender document has been downloaded from the website drdachamba.org, a Demand Draft of Rs. 1000/- in favour of Deputy Director-cum Project Officer, DRDA Chamba is to be attached with the tender document towards the cost.

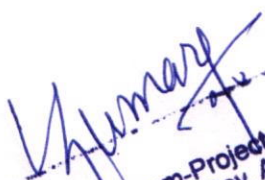
- (d) The EMD of all the bidders, except those whose technical bids have been accepted, shall be returned within 30 days of finalization of the technical bids. The performance security shall be obtained from the successful contractor on the award of the contract which shall be five percent of the value of the contract and retained for a period of sixty days from the date of completion of contract.
- (e) **Earnest Money deposited by the tenderer(s) shall be forfeited in the following events :-**
- a modification or withdrawal of tender after the deadline for submission of tenders and during the validity period ;
 - If the bidder indulges in Corrupt, Fraudulent, Collusive or Coercive practice(s) ;
 - If the successful bidder fails or refuses to accept/ execute the Supply Order when required.
 - In the case of a successful Bidder, if the Bidder fails within the specified time limit to furnish the required Performance Security, in accordance with T&C.
- (f) The duly filled-in tender documents along with Annexures attached with the tender form, are to be submitted on or before the specified last date and time of submission in sealed cover to :-

Deputy Director-cum Project Officer,
DRDA Chamba, Himachal Pradesh

- (g) **All the certificates issued by Chartered Accountant should have UDIN No. (i.e. Unique Document Identification Number). Certificates issued by Chartered Accountant bearing No Unique Document Identification Number (UDIN) will not be acceptable and technical bid will be rejected straightway.**

3. **QUALIFYING REQUIREMENTS AND DOCUMENTS TO BE FURNISHED**

- The **First Envelope** must contain the Technical proposal and must be super-scribed in bold letters as "**TECHNICAL BID**", and shall contain the following :
 - i) Anti-collusion certificate as Annexure-I be attached.
 - ii) Copy of valid ISO certificate issued in favour of bidding firm for the items desired in the tender may be enclosed.
 - iii) If the bidding firm is participating in the capacity of authorized reseller or dealer of the OEM, In that case the bidding firm is required to attach a valid authorization issued in his or her favour. The authorization should be unconditional and clearly in favour of the bidder. **The authorization should invariably be on their official letter head and contain the proper business address of the OEM/manufacture with contact details.**
 - iv) Catalogue of machines i.e. Plastic Shredder machine, Baling machine & Plastic Dust Remover should be attached as per the standard approved specifications in the tender. In case of authorized reseller or dealer participating in the tender, he or she will have to enclose the catalogue of the OEM only.
 - v) Copy of PAN & GST registration certificate allotted to the firm/bidder by the concerned Department.


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- vi) **Earnest Money Deposit** in the form of FDR duly pledged or Demand Draft for Rs. 1,00,000/- (Rupees One Lakh Only) payable to **Deputy Director-cum-Project Officer, DRDA Chamba** with minimum three month's validity. Tenders submitted without Earnest Money Deposit will be treated as invalid. No interest on EMD shall be payable to the bidders.
 - vii) Copy of registration with Directorate of Industries of any State Govt./ UT or copy of Udyam Registration Certificate issued by MSME or NSIC or GoI.
 - viii) Income Tax returns for the last two financial years i.e. 2020-21 & 2021-22.
 - ix) Annual Turn Over of the bidder should be Rs. 50.00 Lakh & above in any one of last three financial years i.e. 2019-2020, 2020-2021 and 2021-2022 (Document duly certified by Chartered Accountant be attached). This must be certified by the Chartered Accountant along with his UDIN.
 - x) The bidding firm must attach the copies of work order & proof of its completion undertaken with the Govt. Deptt./Boards/Corporation/ Public Undertakings/ Local bodies for any two years among the F.Y. i.e. 2020-21, 2021-22 & 2022-23.
 - xi) This tender document shall be submitted along with the technical bid, with each page thereof duly signed by the bidder and affixed with the seal of the firm **OR** an Declaration can be attached accepting all the terms & conditions mentioned in the tender document.
- The **Second Envelope** must contain only the financial proposal in **Annexure-2** and must be marked in bold letter as **"FINANCIAL BID"**. Both the above envelops should be placed in a third sealed envelope and must be marked in bold letter as **"TENDER FOR PWMU UNDER SBM (G)"**.

4. SCOPE OF WORK

The tender for providing the need based machinery for establishing Plastic Waste Management Infrastructure Unit at Block Level in Distt. Chamba under Swatch Bharat Mission. Machinery consists of mainly three components i.e. Plastic Shredder machine, Baling machine and Plastic dust remover.

5. VALIDITY OF RATES

The offered rates of successful bidder shall remain valid for the **F.Y. 2023-2024**.

6. TECHNICAL SPECIFICATION FOR PLASTIC WASTE MANAGEMENT UNIT

❖ PLASTIC SHREDDER MACHINE

- 5 HP Motor with 5 year warranty.
- All blades heavy duty
- All bearings are imported with heavy duty.
- Dimensions
 - Height 4Ft.
 - Width 2Ft.
 - Length 4.5 Ft.
- Movable trolley Size: 12X12
- 10 Grinder with 8 blades
- 6 Wheels
- Belt guards for belt and weigh pulley
- Motor starter wiring for plug and play
- One pressing shaft

Kumar
 Dy. Dir.-cum-Project Officer
 Distt. Rural Dev. Agency
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- 5 HP energy saving model
- All frames should be fabricated with best quality material and duly painted.
- Four fixes and two rotational blades with hard material.
- 3 years service warranty including spare parts.

❖ BALING MACHINE

- Single action scrap baling machine
- Chamber size: 20X15X40 inches.
- Bale size : 20X15X10 inches.
- Bale weight: 30 to 50 Kg
- Motor: 5 HP energy saving model with 5 years warranty
- Oil tank: 3 liters
- Cylinder pressing force: 15 tons
- Cylinder bore: 100mm
- Ram diameter: 50mm
- Hard chromed ram
- 2 Guided bars provided
- Working pressure: 180 to 210 kg/cm²
- Lever operated control
- Motor starter provided along the machine
- Starter
- 3 years service warranty including spare parts.

❖ PLASTIC DUST REMOVER

- Motor 5 HP three phase energy saving model with 5 years warranty
- 25 Pcs arrows
- Body MS 14 Gauge duly painted
- Suitable inlet outlet for waste
- Electrical panel for operation mounted within the machine.
- Bracket bearings
- V belts
- Drive pulleys
- 3 years service warranty including spare parts.


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7. GENERAL TERMS AND CONDITIONS

- a) The tender to be submitted in two parts viz. 'Technical Bid' and 'Financial Bid' in two separate sealed envelopes and should accordingly be super-scribed.
- b) Catalogue of desired machines should be provided in the technical bid.
- c) The rates quoted are to be F.O.R. at PWMU site within Chamba District. Rates are to be strictly quoted in **Annexure-2** of the tender document only; else it will be considered as invalid.
- d) The Tender should be accompanied with a FDR or Demand Draft of **Rs. 1,00,000/-** payable to the Deputy Director-cum Project Officer, DRDA Chamba as **Earnest Money Deposit**. Tenders submitted without Earnest Money Deposit will be treated as invalid.

- e) All pages of the tender document are to be signed and stamped by the tendering firm.
- f) Short-listing of a bidder do not confer any rights on any bidder, it only means that the offer made is under consideration.
- g) While submitting the bid, the bidder shall be deemed to have read, understood and accepted all the terms and conditions stated in this Tender Document.
- h) Conditional Tenders will be rejected straightway.
- i) Offers submitted by telex, telegram, mail or fax shall not be considered.
- j) In case of any dispute, Deputy Director-cum Project Officer, DRDA Chamba shall decide the issue and his decision will be final and shall be the binding on the parties.
- k) No legal proceedings to enforce any claim and no suit arising out of this work contract shall be instituted except in a court of competent jurisdiction over Chamba, Himachal Pradesh.
- l) The successful bidder shall furnish, a Performance Guarantee in favor of the Deputy Director-cum Project Officer, DRDA Chamba for an amount equivalent to 5% of the contract value. The performance Guarantee shall be in the form of Bank Guarantee/FDR issued by the Nationalized Bank. The Performance Guarantee must be submitted along with the letter of acceptance within the stipulated time. The performance guarantee shall be released after ensuring the complete and satisfactory installation of machinery.
- m) During the evaluation of Bids, purchaser may ask any Bidder for clarification on its Bid. The request for clarification and the response shall be in writing or by email. No change in the price or substance of the bid shall be sought, offered or permitted by way of such clarifications. The shortfall information/ documents provided as clarification relate only to the historic documents which pre-existed at the time of the tender opening and which have not undergone change since then. Any new document prepared on or after the date of tender opening will not be considered as valid reply toward the clarification sought during the evaluation of the Bid.
- n) The lowest bidder (L-1) shall be evaluated based on the item-wise price quoted by the bidder in their "financial bid". Rates quoted in the financial bid will only be considered during financial evaluation if there will be atleast three qualified participations quoting rates for all the items desired in the tender. In other words, full comparison by atleast three bidders is mandatory to decide the lowest bidder.
- o) In case, the multiple parties quote same price for any item/material, purchaser shall reserve the right to allot tender to any of them.
- p) Arithmetical errors will be rectified on the following basis:
If there is a discrepancy between "words" and "figure" of the unit rates, the unit rates offered in words will prevail. If bidder does not accept the correction of errors, its bid will be rejected and the bid security will be forfeited.
If the rates in the market are reduced for any machine mentioned in the tender document, then the concerned machine will be provided at the reduced rate by the vendor. In case of hike in rates of machines in the market, the same will be provided by the vendor at finalized rates through tender or negotiation.

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- r) The machine to be delivered by the successful bidder (i.e. L-1) will be examined strictly by the technical committee as per the standard specifications quoted in the tender. The machine of the successful bidder (i.e. L-1) will be accepted only if it is found to be in conformity with the technical specifications. Therefore, the award of work order to L-1 firm will be subject to this condition.
- s) Deputy Director-cum Project Officer, DRDA Chamba reserves the right without assigning any reasons thereof, to:
- i. Accept or reject whole or any part of an offer
 - ii. Reject any or all offers partly or wholly,
 - iii. Cancel or withdraw the Tender notice
 - iv. Accept or reject any deviations from these conditions

8. TIME SCHEDULE OF WORK

- Order should be delivered within 20 days of order confirmation.
- **Time is essence of this contract. Therefore, no extension of time for whatsoever reason shall be permitted in the above schedule.**

9. REGARDING CONTRACT

- a) If any part of the contract does not correspond or agree with any other part, or if any question arises as to the meaning of the terms of the contract or as to the performance of the work, the Deputy Director-cum Project Officer, DRDA Chamba shall determine the matter and his decision shall be final and binding upon the parties hereto.
- b) The contract when executed by the parties hereto shall constitute the entire contract between the parties in connection with the works covered, and shall be binding upon the parties hereto or upon either of them unless said modification shall be in writing and duly executed by Deputy Director-cum Project Officer, DRDA Chamba and the firm.
- c) The contract shall not be assigned or sublet in whole or in part by the firm. Any assignment or subletting of this contract by the firm will lead to cancellation of contract and forfeiture of performance guarantee.
- d) Deputy Director-cum Project Officer, DRDA Chamba has the powers to cancel the contract at one-week notice, if the services of the contractor are found unsatisfactory or otherwise.

10. PAYMENT TERMS

- a) No claim on account of Sales tax, GST, Service tax, VAT, work contract tax or any other taxes and duties presently in force for the material used for execution of the work awarded under the contract, will be entertained and all such taxes and duties shall be borne by the Contractor himself.
- b) The Deputy Director-cum Project Officer, DRDA Chamba shall deduct such taxes, duties and any other statutory levies imposed by the Government on such charges as may arise from the implementation of the contract.
- c) The payment is subject to TDS as per Income Tax Rules/Laws.


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- d) If the contractor violates any of the terms and conditions mentioned in the tender document, the Performance Guarantee shall be liable for forfeiture, wholly or partly, as decided by Deputy Director-cum Project Officer, DRDA Chamba and the contract may be cancelled.
- e) The payment as per the contract shall only be released after the complete and satisfactory installation of machinery and on verification by the Deputy Director-cum Project Officer, DRDA Chamba.

11. PENALTY

In case the successful bidder fails to execute the order within the stipulated time period, the work will be got done through some other supplier and the performance guarantee shall be forfeited. In case of any increase in the cost of machinery, the same shall be the liability of the successful bidder and he will be bound to execute the order on the rates finalized through the tender process.

The supplier has to accomplish the order within 20 days failing which delay in completion of work order will attract a penalty of Rs. 1000/- per day. In addition, the supplier may also be blacklisted for a period deemed suitable by Deputy Director-cum Project Officer, DRDA Chamba, in case the delay goes beyond a month.

12. SUBMISSION OF PROPOSAL

Financial and Technical bids should be sealed in two separate envelopes super-scribing on the top "**Financial Bid**" and "**Technical Bid**". Both envelopes should be again put in third large envelope and sealed thereafter. This third large envelope must be clearly super-scribed the words on the top of the cover as "**Tender for PWMU under SBM(G)**".

The proposal must contain no interlineations or overwriting except as necessary to correct errors made by the concerned themselves, in which cases such corrections must be initialed by the person or persons signing the proposal. The completed proposal must be delivered on or before the stipulated time and date. Tenders received by post after deadline will not be entertained.

13. PRICE FALL CLAUSE

If the L-1 price of the desired machines under this tender comes down at any later stage on account of any reasons, the same shall be applicable for the purchase orders due for execution and future orders as well.

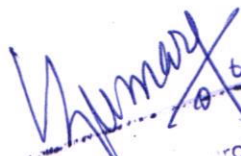
14. PRE-BID MEETING

The Pre-bid meeting will be convened at DRDA Conference Hall on 24/07/2023 at 11:00 AM to clarify any concerns the bidders may have regarding scope of work, queries related with tender documents and other details. Thereafter, no query related with the tender document will be entertained or acceptable.

15. EVALUATION OF PROPOSALS

(i) Stage -1 : EVALUATION OF TECHNICAL PROPOSAL

The technical proposal shall be opened and checking of qualifying documents submitted along with the technical bid shall take place. If the documents are not found attached as per the tender requirements, this will lead to rejection of the technical proposal in Toto.


Deputy Director-cum Project Officer
Dist. Rural Dev. Agency
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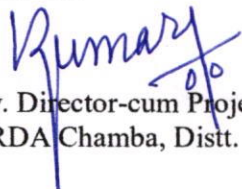
(ii) **Stage -2 : EVALUATION OF FINANCIAL PROPOSAL**

At this stage, only the financial proposals of technically qualified successful bidders shall be opened and lowest rate quoted shall be declared as L-1. The evaluation committee will determine if the financial proposals are complete and without computational errors. Work will be awarded/assigned to L-1 bidder after negotiation.

16. NEGOTIATION CLAUSE

In case of bidder decided L-1 is unable to provide the total supply of machinery, Negotiation will be held with the other technical successful bidder i.e. L-2, L-3, L-4 & so on at the rates decided with the L-1 after negotiation. The tender opening committee shall not be bound to accept the lowest tender and reserves the right to cancel the tender, accept or reject any or all tenders without assigning any reasons thereof, either in full or in part, even after opening of Technical bid or financial bid.

Note:- Bidder must go through these terms and conditions very carefully and put his signature along with stamp in token of acceptance of these terms and conditions. It shall be noted that any further change in the tender documents shall be published only through website i.e. drdachamba.org of this Institution.


Dy. Director-cum Project Officer,
DRDA Chamba, Distt. Chamba.

ANTI-COLLUSION CERTIFICATE

I/We hereby certify and confirm that in the preparation and submission of this Bid, I/we have not acted in concert or in collusion with any other Bidder or other person(s) and also not done any act, deed or thing which is or could be regarded as anti-competitive. We further confirm that we have not offered nor will offer any illegal gratification in cash or kind to any person or agency in connection with the instant Bid.


Dated :

Name of the Bidder : _____

Signature of the Authorised Person : _____

Name of the Authorised Person : _____

Note: To be executed by all the partners in case of partnership firm•


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FINANCIAL BID

Annexure – 2

Sl. No.	Items	Specification	Quoted Rates (Including all taxes/duties)	
			Rate per unit (Rs)	Rate per Unit (Rs)
			(In figures)	(In words)
1.	Plastic Shredder Machine	<ul style="list-style-type: none"> • 5 HP Motor with 5 year warranty. • All blades heavy duty • All bearings are imported with heavy duty. • Dimensions <ul style="list-style-type: none"> ○ Height 4Ft. ○ Width 2Ft. ○ Length 4.5 Ft. • Movable trolley Size: 12X12 • 10 Grinder with 8 blades • 6 Wheels • Belt guards for belt and weigh pulley • Motor starter wiring for plug and play • One pressing shaft • 5 HP energy saving model • All frames should be fabricated with best quality material and duly painted. • Four fixes and two rotational blades with hard material. 		
2.	Baling Machine	<ul style="list-style-type: none"> • Single action scrap baling machine • Chamber size: 20X15X40 inches. • Bale size : 20X15X10 inches. • Bale weight: 30 to 50 Kg • Motor: 5HP energy saving model with 5 years warranty • Oil tank: 3 Litres • Cylinder pressing force: 15 tons • Cylinder bore: 100mm • Ram diameter: 50mm 		

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Dy. Dir.-cum-Project Officer
Distt. Rural Dev. Agency
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		<ul style="list-style-type: none"> • Hard chromed ram • 2 Guided bars provided • Working pressure: 180 to 210 kg/cm² • Lever operated control • Motor starter provided along the machine • Starter. 		
3.	Plastic Dust Remover	<ul style="list-style-type: none"> • Motor 5HP three phase energy saving model with 5 years warranty • 25 pcs arrows • Body MS14 Gauge duly painted • Suitable inlet outlet for waste • Electrical panel for operation mounted within the machine. • Bracket bearings • V belts • Drive pulleys 		

Note:

- The rates quoted shall be inclusive of all taxes/GST/Sales Tax/CST/GST/VAT/Excise etc. and FOR O/o Deputy Director-cum Project Officer, DRDA Chamba.
- It is certified that the prices as quoted above are inclusive of all taxes/duties etc. and nothing above shall be charged over and above this cost.

**(Signature of Bidder)
With Seal of the Firm**

Summary
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Dy. Dir.-cum-Project Officer
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Chamba (H.P)