

E-TENDER NOTICE

CITCO invites E-tenders from the Reputed Parties/Agencies dealing in following for entering into contract for its prestigious Hotels/ Units of the Corporation in Chandigarh.-

Sr.No.	Name of the Tender	Last Date & Time of Uploading of Tenders	Date of opening of Tenders
1	Supply of English Vegetables	01.10.2018 Upto 6:55 P.M.	03.10.2018
2.	Supply of Linen Items	11.10.2018 Upto 6:55 P.M.	12.10.2018
3.	Installation and Operation of Centralized Laundry Plant	16.10.2018 Upto 6:55 P.M.	17.10.2018

Tender documents are available on Chandigarh Administration website: <http://etenders.chd.nic.in> for online participation.

M.D. reserves the right to accept or reject all or any tender without assigning any reason.

CHIEF GENERAL MANAGER



Chandigarh Industrial & Tourism Development Corporation Limited

CIN: U45202CH1974SGC003415

Regd. Office: SCO – 121-122, Sector 17-B, Chandigarh – 160017

Phone No. 0172 – 4644430-31-32-33-34, 2704761, Fax No. 0172-4644441

Email: info@citcochandigarh.com **Website:** www.citcochandigarh.com

E-Tender for the supply of English Vegetables to Hotels/Units of the Corporation

E-bids/tenders are invited for supply of English Vegetables to Hotels/Units of the Corporation. The interested Agencies/Bidders have to quote rates in the financial bid/ BOQ, strictly as per specifications mentioned in the BOQ. While quoting rates in the BOQ, Tenderers /Agencies are requested to careful while quoting the same.

Eligibility Criteria

- a) The tenderer/ bidder should have establishment / godown in any commercial area in tricity i.e.Chandigarh, Panchkula and Mohali from where the business is being carried out of sale / supply of English Vegetables including transportation arrangement. In this regard, tenderer will submit /upload the documentary proof.
- b) The tenderer should have atleast two year experience of having successfully completed similar contracts during the last seven years to the hotels/ hospitality industries or other consumption sector.

For the purpose, tenderer may provide/ upload list of Clients, copy of contract letter issued by the third party or bills regarding supply.

- c) The tenderer must have valid license to sell English Vegetables duly issued under Food Safety & Standard Act, 2006 alongwith list of items/products included in license.
- d) The tenderer/ bidders must have valid GST, PAN and Aadhar Number.
- e) the tenderer/ bidders have not blacklisted by any State or Central Government department or PSU in the past will be eligible to participate in the tendering process (enclosed signed and stamped undertaking / statement on the letter head of the company)

TERMS & CONDITIONS

1. The tender must be accompanied by earnest money of Rs.30,000/- (Rupees Thirty thousand Only) in the shape of Bank Draft / Pay Order of any Scheduled

Bank drawn in favour of "CITCO", payable at "Chandigarh". The amount of earnest money shall not be accepted through cheque. The amount of earnest money, if any, lying with the Corporation or any other pending amount will not be adjusted against the present tender. The earnest money of the successful tenderer(s) shall be converted into performance security and shall be refunded without interest after the faithful execution / completion of the contract. Tender without earnest money shall not be entertained.

2. Tender(s) should be uploaded upto the date and time as indicated in the Tender Notice.
3. The tender is invited online in two parts i.e. Technical Bid and Financial Bid. The Technical Bid and Financial Bid should be uploaded on the Chandigarh Administration website: <http://etenders.chd.nic.in> as indicated in the Tender Notice. The Technical Bid should contain the technical details like Address and Telephone No. of Shop / Factory from where the supplies are proposed to be made, details of EMD (DD / Pay Order No., date, amount etc.), storage and hygienic arrangements, clients list, experience and any other relevant information.
4. Financial Bid is contain only the Financial Bid for quote rates as per the BOQ. After assessing the technical details, CITCO will short list the parties fulfilling the technical criteria laid down for the purpose. The Financial Bid of only those technically short listed parties will be downloaded on suitable date after intimating such short listed parties. The decision of short listing of Technical Bids by MD, CITCO will be final and binding on all.
5. The Bidders has to the quote rates/ financial bid without including tax as the taxes will be extra as applicable. Further, the bidder has to quote rates/ financial bid of English Vegetables strictly as per product particulars/ packing/ specifications/ other details as mentioned in the BOQ. In case, the bidder has submitted basic rates/ financial bid including taxes, then CITCO will neither responsible for it nor entertain any request for the same.

Further, the successful bidder has to submit information regarding applicable GST/ Taxes in respect to each and every item mentioned in the BOQ, separately after the allotment of contract..

6. The approved rates will initially be valid for a period of 1 (one) year from the date of award of contract. The Corporation will not entertain any request for increase of rates on account of natural calamity, strike or other reasons during the contract period. However, any request for increase in rates due to increase in Govt. taxes/levies or any new tax imposed during the contract period will be considered.
7. The allotment of contract to the successful tenderer will be made at the sole discretion of the CITCO either:-
 - i.) On the basis of aggregate of lowest weighted average rates based on the tentative quantity consumed.

Or

- ii.) On the basis of lowest rates quoted by one or more tenderers/ parties, i.e. the contract could be allotted to multiple parties.

The decision of the management in this regard will be final and binding on all. The Corporation reserves the right to follow any of the above bases of allotment on case to case basis.

8. The validity of tender shall be for 90 days from the date of receipt.
9. The prospective supplier/vendor must have a GST registration and indent to pay tax and issue valid invoice under GST. The tax invoice shall be issued as per Section 31 of GST Tax and shall contain particulars as prescribed under GST Invoice Rules, 2017. The amount of GST shall be charged separately and clearly on the Invoice. Any discount provided by the prospective vendor should clearly be mentioned on the Invoice. The prospective vendor/supplier shall have to produce challans for the payment of GST in order to make CITCO eligible to avail the input credit.
10. The rates quoted should be F.O.R. Stores of the Hotels/Units or any other destinations in Chandigarh as fixed by the Corporation irrespective of quantity ordered.
11. The tenderer will supply the English Vegetables to the Hotels / Units between 10.00 A.M. to 1.00 P.M.

In case the supply is not received upto the time given above, the tenderer will have to pay Rs.200/- per hour as demurrage charges for delay upto 2.00 P.M. subject to the condition that the penalty will not exceed the value of supplies not received upto the stipulated / extended time (with penalty). Thereafter, the Hotels / Units shall be at liberty to make purchase of the items as per the requirement from the open market at the risk and cost of the tenderer without further intimation.
12. The Management reserves the right to reject the supply of items for which the contract is awarded, if it is not found as per prescribed standard, wholly or partly, and the rejected quantity shall be lifted / removed by the supplier immediately from the hotels premises / other units of the Corporation at their own expenses on being informed of the same. In case the tenderer fails to remove the rejected material or items, the Corporation reserves the right to dispose off the same at the cost of the tenderer and no claim whatsoever shall be entertained.
13. The number of items mentioned in the Tender Form BOQ is tentative/ indicative and can be increased / decreased as per requirement of the Corporation. The Corporation also reserves the right to withdraw any item mentioned in the Tender Form BOQ and no compensation shall be payable for the same.
14. The Corporation shall not be in any manner concerned with the internal affairs of the tenderers i.e. dispute and dissolution, etc. or affairs concerning any other (third) party that the supplier may be having.

- 15 In case of non-supply or inferior quality supply, CITCO reserve the right to purchase the material from open market at your risk and cost. In that eventuality, contract may also be cancelled and security deposit may also be forfeited. Further for providing inferior quality supply continuously, you will be liable to be debarred from participation in the tender of the Corporation for the next upto 3 years.
- 16 The Corporation shall be at liberty to purchase the items from Govt. approved agencies and also to allocate the supply of tendered items / brands to units / hotels as per requirement and the tenderer shall have no objection to it.
- 17 The tenderer shall be duty bound to effect the supply of items contracted for to the extent indented during the contract period.
- 18 Failure to discharge the contractual obligations by the tenderer will lead to Debarring of the firm for future tendering in the Corporation upto next three years and the security deposited shall be forfeited in whole.
- 19 Payments will be processed on fortnightly basis i.e. in batches of 1st to 15th and 16th to 30th / 31st of each month. Payment of each batch will be released within 15 days of close of each batch. Thus, while payment of bills from 1st to 15th of a month will be made upto 30th of the same month, payment of bills in the batch of 16th to 30th / 31st will be released before 15th day of next month.
- 20 As per the instructions of the Ministry of Finance, Govt. of India, New Delhi, Govt. Companies / PSUs have been directed to adopt e-payments as the preferred mode of payment w.e.f. 01.04.2013. For the purpose, tenderers are required to compulsorily furnish the following information to enable them receive payments in time:-

Sr. No.	Particulars	Information to be filled by Tenderer
1.	Name of the party (as appearing in their bank account).	
2.	Bank's Name	
3.	Bank's Address	
4.	Bank Account Number	
5.	IFSC Code of the Bank	
6.	Type of Bank Account	
7.	Enclose one cancelled cheque of the bank	
8.	Mobile No. of the tenderer on which SMS alerts for paym credited to their account is to be given	
9.	E-mail I.D. of the tenderer on which email notification for payment credited to their account is to be given	

On adoption of the above system, the payments will be remitted electronically under intimation to them by e-mail / SMS on submission of above said RTGS/NFET details, all the payment will be made through RTGS/NEFT to the contractor agency.

- 21 The Corporation can terminate the whole contract or part of it by withdrawing item/items from the list of approved items at any time without assigning any reason whatsoever even before the expiry of the contract period.
- 22 The aforementioned terms & conditions shall be binding and operative between the tenderer (supplier) and the Corporation.
- 23 M.D., CITCO reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.
- 24 In the event of dispute, the same shall be referred for arbitration to the Managing Director, CITCO, or any person appointed by him / her. The award of the Arbitrator shall be final and binding on both the parties. In the event of any question, dispute or difference arising out of the agreement and the solution of which is not expressly provided in this agreement, the same shall be referred to Sole Arbitrator i.e., Managing Director, CITCO or any other person appointed by him/her, accordance with the provisions of the Arbitration and Conciliation Act, 1996 or any amendments thereof and the parties agreed to shall abide by the decision of the Arbitrator. Subject to the arbitration clause, the Courts at Chandigarh shall have the exclusive jurisdiction.

Other than the arbitration clause, M.D, CITCO is the Competent Authority to dispose of the day to day issues/disputes with the contractor/ agency. All dispute is subject to the jurisdiction of Chandigarh only.

Chief General Manager

**CHANDIGARH INDUSTRIAL & TOURISM DEVELOPMENT CORPORATION
LIMITED**

**S.C.O. 121-122, SECTOR 17-B, CHANDIGARH
PH.NO. 2704761, 2704356, 4644430-34**

TECHNICAL DETAILS OF THE TENDERER

PART-A

1. Earnest Money Deposit.
2. Details of Tenderer- Name, Father's Name, Name of Firm, Complete Address, Date of Incorporation, Contact Number.
3. The tenderer/ bidder should have establishment / godown in any commercial area in tricity i.e. Chandigarh, Panchkula and Mohali from where the business is being carried out of sale / supply of English Vegetables including transportation arrangement. In this regard, tenderer will submit /upload the documentary proof.
4. The tenderer must have valid License to Sell English Vegetables duly issued under Food Safety & Standard Act,2006 alongwith list of items/ products included in License.

PART-B

5. The tenderer/Bidder must have valid GST, PAN and Aadhar Number
6. The tenderer/bidders have not blacklisted by any State or Central Government department or PSU in the past will be eligible to participate in the tendering process (enclosed signed and stamped undertaking / statement on the letter head of the company)
7. The tenderer should have atleast two year experience of having successfully completed similar contracts during the last seven years to the Hotels/hospitality industries or other consumption sector. For the purpose, tenderer may provides/upload list of Clients, copy of contract letter issued by the third party or bills regarding supply.

NOTE:-Please upload the scanned copy / copies of above said information online as a Technical Bid. Part A of the Technical Bid is mandatory and if not uploaded liable to be rejected.

Procedure for e-tendering

1. The Bids shall be received electronically only through the website etenders.chd.nic.in.
2. Bid Document can be downloaded from the website of Chandigarh Administration <http://etenders.chd.nic.in/nicgep>.
3. The Bidders shall have to submit their Bids (Technical Bid & Financial Bid) online in Electronic Format with Digital Signatures. For participation in the e-tendering process, the Bidders need to register themselves on <http://etenders.chd.nic.in/nicgep>. On registration they will be provided with a user ID and a system generated password enabling them to submit their Bids online using Digital System Certificate (DSC).
4. The Bids shall be uploaded in Electronic Format on the website <http://etenders.chd.nic.in/nicgep>. **Scanned copies of Earnest Money Deposit, Document and Eligibility Documents shall also be uploaded alongwith Technical Bid within prescribed time limit.**
5. EMD in original as uploaded by the Bidder shall be placed in the manner as described in the Bid Document and shall be submitted in person by the specified date and time in Commercial Cell, Head Office, CITCO, SCO 121-122, Sector 17-B, Chandigarh. The Agency who fails to submit the EMD as mentioned above, in physical form on or before the prescribed date will be declared as ineligible and the Bid submitted by them shall be declared as invalid.
6. The Agency has to produce the original documents as and when asked for by Commercial Cell, CITCO. The failure of the Agency to furnish the said original documents will entail rejection of its tender summarily.
7. Instructions to Bidders regarding e-tendering process:
 - a) Tenders without digital signatures will not be accepted by the Electronic Tendering system. **No Tender will be accepted in physical form and in case it has been submitted in the physical form it shall be rejected summarily.**
 - b) Bids will be opened online as per time schedule mentioned above.
 - c) Before submission of online Bids, Bidders must ensure that scanned copies of all the necessary documents have been uploaded with the Bid.
 - d) It will be mandatory for all the Bidders to upload all the documents mentioned under 'Tender Details' template.
 - e) **CITCO will not be responsible for any delay in online submission of the Bids due to any reason whatsoever.**
 - f) The details of EMD specified in the Tender documents should be the same as submitted online (scanned copies) otherwise tender will be rejected summarily.
8. For any technical issue related to Electronic Tendering Portal, Bidders may contract IT Cell, The Department of Information Technology (DIT), Additional Deluxe Building, 5th Floor, Sector-9, Chandigarh, or email at etender@chd.nic.in, Phone No.0172-2740641, 0172-2740003.