

Tender for supply, installation, testing & commissioning of free burning trash destructor in the Embassy of India, Kathmandu

LIST OF DOCUMENTS IN THE TENDER FORM

S. No.	Items	Page No.
i.	Index and important dates	1
ii.	Application Form	2-3
iii.	Notice Inviting Bids	4
iv.	Scope of work	5
v.	Instructions to bidders and Terms & Conditions	6-8
vi.	Declaration by the Bidder	9

Important dates relating to the tender are as follows:

S. No.	Particulars	Date
i.	Bid Document Download start date	29.10.2019 (1630 hrs)
ii.	Clarification Start Date	29.10.2019 (1630 hrs)
iii.	Clarification End Date	18.11.2019 (1700 hrs)
iv.	Bid Submission Start Date	30.10.2019 (1000 hrs)
v.	Bid Submission End Date	19.11.2019 (1300 hrs)
vi.	Technical & Financial Bids Opening Date	19.11.2019 (1530 hrs)

**APPLICATION LETTER
(Specimen)**

To

**Head of Chancery
Embassy of India
Kapurdhara Marg,
Kathmandu, Nepal**

Subject: Supply, Installation, Testing and Commissioning of free burning trash destructor in the Embassy of India, Kathmandu.

Dear Sir,

In response to your Tender Notice No. Kat/Estt/885/02/19 (Pt) dated 29.10.2019 for the above mentioned contract, I/We, a Private/Public Ltd Company / Partnership / Sole Proprietor submit the bids with the following particulars:

S. No.	Description	Particulars
1	Name of the Firm	
2	Year of establishment	
3	Registration No with a copy of registration certificate	
4	Registered Postal Address	
5	(a) Telephone No. (office) (b) email (c) Mobile No. (d) Website address, if any	
6	Address of branches , if any	
7	Name and address of proprietor executive director of the company (a) Mobile No. (b) email	
8	(a) Name & designation of authorized signatory (b) Address for communication (c) Contact details (Mobile, email etc)	
9	Annual Turnover for last three financial years	

(i)		
(ii)		
(iii)		
10	List of major clients	
(i)		
(ii)		
(iii)		
(iv)		
(v)		
10	Any other information or document which may help in assessing bidder's abilities	

Having acquired the requisite information related to the subject work after site inspection and examining the form of contract, nature, quantum of work as affecting the tender invited by on behalf of the Embassy of India, Kathmandu; I/We, the undersigned hereby offer for Supply, Installation, Testing and Commissioning of free burning trash destructor in the Embassy of India, Kathmandu, strictly in accordance with the terms and conditions as indicated by you in the said document. I/We have read the tender conditions thoroughly and agree to them.

Thanking you,

Yours faithfully

(Bidder's name & signature with stamp)

**Embassy of India
Kathmandu**

NOTICE INVITING BIDS

Embassy of India invites sealed tenders from established/reputed agencies for Supply, Installation, Testing and Commissioning of free burning trash destructor in the Embassy of India, Kathmandu.

2. The last date of receipt of offer in sealed envelope is on or before **19 November, 2019** up to 13:00 hrs. Tender documents are available on our website www.indembkathmandu.gov.in and www.eprocure.gov.in. Details can also be collected from ASO(Estt), Tel 01-4411851.

3. The quotation shall remain valid for 180 days from the last date of submission of bids. Any future clarification and /or corrigendum(s) shall be communicated through '**Tender Notice**' section on the Embassy website <http://www.indembkathmandu.gov.in>

4. The Embassy of India reserves the right to reject/cancel any or all bids without assigning any reason.

Kat/Estt/885/02/19 (Pt) dated 29 October, 2019

Sd/-
Head of Chancery

Scope of work:

Supply, Installation, Testing and Commissioning of one unit of free burning trash destructor in the Embassy of India, Kathmandu with following specifications:

- (a) One combustion chamber
- (b) Free burning, requiring no fuel or electricity
- (c) Atleast 1.25 meter refractory lined chimney
- (d) Smut arrester
- (e) Ash rake
- (f) Burn rate of 15 Kg/h
- (g) Made in India product shall be preferred

INSTRUCTIONS TO TENDERER

1. Tender documents should be contained in a envelope and superscribed as "Tender for Supply, Installation, Testing & Commissioning of free burning trash destructor in Embassy of India, Kathmandu (Nepal)"
2. All relevant documents must be self attested and stamped.
3. The agency shall attach detailed specifications, model No and one photograph of the proposed incinerator.

4. Eligibility criteria:

Sl	Particulars	Details
(i)	Experience	(a) The company/contractor should have minimum three years' experience in the field. Preference will be given to those agencies which are original manufacturer of the equipment or authorized dealer of the product in the country. Documents regarding dealership shall be required to be attached. (b) Preference will also be given to those company/contractor which has experience in working with Diplomatic Missions/Govt. Departments/ reputed Hotels etc. Satisfaction certificates from such organizations are essential.
(ii)	Registration No.	The company/contractor should have a valid Registration Number either in India and/or Nepal
(iii)	VAT	Certificate that company/contractor pays VAT regularly and their VAT dues are cleared either in India and/or Nepal for the last financial year.
(iv)	Declaration for non blacklisted company	The bidder shall give a declaration that it is not blacklisted by any of the government organizations in Nepal or in India.(v)
(v)	Maintenance & Service Center	The bidder shall attach details of its service centers or support staffs in Nepal only.
NOTE: Unprecedented situation: If after opening of financial bids it is found that there are more than one lowest bidders, in that case preference will be given to those contractor which scores more evaluation marks in the technical bids.		

5. Local Conditions:

It shall be the responsibility on part of each tenderer to fully informed/acquainted/familiarized itself with local conditions and factors, which may

have any effect on the execution of services to be rendered under the contract.

The Embassy shall presume that the tenderer has understood and agreed that all the relevant factors have been kept in view while submitting the bid. No financial adjustment arising thereof shall be permitted by Embassy, on the basis of any non-clarity of information about local conditions being pleaded by the tenderer. Further, no claim for financial adjustment being made by the contract awarded on these tender document will be entertained by the Embassy.

6. Validity:

6.1 Quoted rates must be valid for a period of 180 days from the last date of submission of bids. However, the tenderer should have no objection to extend it, if required by the Embassy.

6.2 The overall offer for the assignment and tenderer(s) quoted price shall remain unchanged during the period of validity. There should be no alteration later after submission of bids.

7. Installation & Commissioning:

After finalization of the tender, purchase order shall be issued by the Embassy. The product shall be supplied, installed and commissioned within four weeks from the date of issue of this letter.

8. Payment Terms & Conditions:

The payment shall be released to the contractor after successful supply, installation, commissioning and testing of the equipment at the site after ensuring desired quality and specifications of the articles. No advance payment shall be made to the agency.

9. Guarantee period: The following warranty will form part of the contract placed on successful Bidder-

Except as otherwise provided in the invitation tender, the Supplier hereby declares that the goods, stores articles sold / supplied to the Embassy under this contract shall be of the best quality and workmanship and new in all respects and shall be strictly in accordance with the specification contained in the contract. Any breakdown during a period of first 12 months shall be rectified without any charge. To obviate any breakdown, the supplier shall ensure preventive maintenance from time to time during first year of operation.

10. Financial Bid:

10.1 The rates should be quoted in Nepalese Rupees (NPR) inclusive of all taxes/duties, transportation, installation and other charges, if any.

11. Force Majeure:

Any delay due to Force Majeure will not be attributable to the bidder. Force Majeure events shall mean one or more of the following acts or events: Acts of God or

events beyond the reasonable control of the Affected Party which could not reasonably have been expected to occur, exceptionally adverse weather conditions, lightning, earthquake, cyclone, flood, volcanic eruption or fire or landslide; Radioactive contamination or ionizing radiation; Strikes or boycotts (other than those involving the Supplier or its employees / representatives or attributable to any act or omission of any of them) interrupting supplies and services of the Project for a period exceeding a continuous period of 7 (seven) days; An act of war (whether declared or undeclared), invasion, armed conflict or act of foreign enemy, blockade, embargo, riot, insurrection, terrorist or military action, civil commotion or politically motivated sabotage which prevents rendering of supplies or specified services by the Supplier for a period exceeding a continuous period of 7 (seven) days.

12. Arbitration:

In case of any dispute or difference arising out of or in connection with the tender conditions / order and Contract, the Embassy and the Supplier will address the dispute / difference on a mutual resolution and failing which, the matter shall be referred for arbitration to a sole Arbitrator to be appointed by the Embassy. The Arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the venue of arbitration shall be at New Delhi only. The resolution of the Arbitrator shall be final and binding on both the parties.

13. Jurisdiction:

The courts at New Delhi alone will have the jurisdiction to try any matter, dispute or reference between parties arising out of this tender / contract.

14. Clarification:

The prospective tenderer(s) requiring any clarification regarding the tender document are requested to contact Establishment Section (Phone: +977-1-4411851 and email id: estt.kathmandu@mea.gov.in).

At any time prior to the deadline for submission of bids, the Embassy may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective tenderer(s), modify the tender document by amendment.

The amendment will be published on Embassy website. In order to afford prospective tenderer(s) reasonable time to take the amendment into account and preparing their bid, the Embassy may, at its discretion extend the deadline for the submission of Tender.

Declaration by the Firm/Agency

This is to certify that I/We are original manufacture or authorized distributor of the proposed trash destructor and its accessories. We have not been debarred and blacklisted by any government agency or organization in Nepal or in India. Further, before signing this tender, It is certified that I/we have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

Signature of authorized person with firm's seal

Name:

Address:

Phone No (O):

email:

Date:

