

सरदार वल्लभभाई पटेल राष्ट्रीय पुलिस अकादमी  
SARDAR VALLABHBHAI PATEL NATIONAL POLICE ACADEMY  
(भारत सरकार : गृह मंत्रालय)  
(Government of India : Ministry of Home Affairs)  
हैदराबाद - 500 052 Hyderabad - 500 052

**NOTICE INVITING TENDER**  
**(e-Tender – Open Tender)**

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                          |                                                                                                                                        |                                   |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| 1. | SVP National Police Academy, Shivrampally, Hyderabad, invites <b>e-bids</b> under Two- bid system (Technical Bid & Financial Bid) in <b>open tender</b> enquiry from reputed firms/vendors/registered supplier/stockiest for supply of following Chemical for routine use of Swimming Pool of SVP National Police Academy Hyderabad for the year 2017-18 which is to be supplied on monthly basis as per quantities indicated below :- |                                          |                                                                                                                                        |                                   |
|    | S/<br>No                                                                                                                                                                                                                                                                                                                                                                                                                               | Description                              | Total Qty to be<br>supplied in the entire<br>year                                                                                      | Qty to be supplied<br>every month |
|    | a                                                                                                                                                                                                                                                                                                                                                                                                                                      | Trichloroisocyanuric Acid<br>90 (TCCA)   | 4800 Kgs                                                                                                                               | 400 Kgs                           |
| 2. | Salient features of the tender enquiry are as follows:-                                                                                                                                                                                                                                                                                                                                                                                |                                          |                                                                                                                                        |                                   |
|    | a)                                                                                                                                                                                                                                                                                                                                                                                                                                     | Tender No.                               | 30011/08/2017-18/HS.SG (ii)                                                                                                            |                                   |
|    | b)                                                                                                                                                                                                                                                                                                                                                                                                                                     | Type of Tender                           | Open Tender                                                                                                                            |                                   |
|    | c)                                                                                                                                                                                                                                                                                                                                                                                                                                     | Bid System                               | Two Bid System<br>(two cover - Technical Bid & Commercial Bid)                                                                         |                                   |
|    | d)                                                                                                                                                                                                                                                                                                                                                                                                                                     | Earnest Money Deposit.                   | Demand draft of Rs 15,000/- drawn in favour<br>of 'The Director, S.V.P. National Police<br>Academy, Hyderabad'.                        |                                   |
|    | e)                                                                                                                                                                                                                                                                                                                                                                                                                                     | Delivery schedule /<br>completion period | Delivery should be completed by 1 <sup>st</sup> week of<br>every month from the date of receipt of<br>purchase order from the Academy. |                                   |
|    | f)                                                                                                                                                                                                                                                                                                                                                                                                                                     | Terms of Delivery                        | Free on Rail / Road (F.O.R.) Destination, SVP,<br>NPA, Hyderabad.                                                                      |                                   |
|    | g)                                                                                                                                                                                                                                                                                                                                                                                                                                     | Bid validity                             | Bid should be valid for <b>180 days</b> from the<br>date of opening of bid.                                                            |                                   |
|    | h)                                                                                                                                                                                                                                                                                                                                                                                                                                     | Address of<br>correspondence             | The Administrative Officer (Admn)<br>SVP National Police Academy, Shivrampally,<br>Hyderabad, Andhra Pradesh - 500 052                 |                                   |

3. Important dates related to this e-Tender are furnished below for information:-

| S No | Particular                                                   | Date       | Time     |
|------|--------------------------------------------------------------|------------|----------|
| a)   | Date of online publication of tender                         | 01/06/2017 | 1200 hrs |
| b)   | Starting date for downloading tender documents               | 01/06/2017 | 1300 hrs |
| c)   | Bid submission starting date                                 | 01/06/2017 | 1400 hrs |
| d)   | Bid submission closing date                                  | 22/06/2017 | 1700 hrs |
| e)   | Closing date & time for submission of original copies of EMD | 22/06/2017 | 1700 hrs |
| f)   | Opening of bid                                               | 23/06/2017 | 1700 hrs |

4. Interested manufacturers/ authorised dealers/stockists/suppliers dealing with above item can download the tender document from CPP Portal ([www.eprocure.gov.in](http://www.eprocure.gov.in)) and bid can only be submitted through the same website. Bid submitted other than on CPP Portal will not be accepted. The eligible bidders should have the digital signature certificate (DSC) issued from any agency authorised by controller of certifying authority (CCA), Govt. of India.
5. The bids are invited online under two cover system (Technical bid – Cover-1) and price bid/bill of quantity (BOQ) (Cover-2) from eligible bidders.
6. Bidders can access and download the tender documents from CPP Portal and can fill them with all relevant information and submit the completed tender documents online on the website: <http://www.eprocure.gov.in>. The downloading of tender documents shall be carried out strictly as provided on the website. No editing, addition, deletion of matter shall be permitted. If such action is observed at any stage, such tenders are liable for outright rejection.
7. Tender shall be submitted online only at CPPP website. Bidders are advised to refer the Bidders manual kit for e-submission of the bids online through the Central Public procurement portal available at the website: <http://www.eprocure.gov.in>. Aspiring Bidders/ Suppliers who have not enrolled/ registered in e-procurement should enrol/register before participating through the website <http://www.eprocure.gov.in>. The portal enrolment is free of cost.
8. All the documents as per tender requirement should be uploaded online and further, no documents will be accepted offline. However, Demand Draft (EMD-Earnest money deposit) hard copy should be sent to SVP National Police Academy before the due date of opening. Bidders who are not submitting any of the required documents online will summarily be rejected.
9. The details of the Tender documents and EMD should be filled and uploaded online. Earnest Money Deposit (EMD) for Rs 15,000/- (Rupees fifteen thousand) only should be deposited in form of Demand draft drawn on any nationalized bank in favour of 'The Director, S.V.P. National Police Academy, payable at SBI, Shivarampally, Hyderabad. **Bids without EMD will not be considered.** Tender Reference Number of details should be mentioned on the backside of the original Demand Draft and the same should be sent to SVP National Police Academy, Hyderabad before due date of opening of the tender.

## **Terms and Conditions**

1. The TIA (Tender inviting authority) will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders at the eleventh hour. For any queries regarding e-tendering process, the bidders are requested to contact over phone : 7799289911 or 8826246593 or send a mail over to [cppp-nic@nic.in](mailto:cppp-nic@nic.in).
2. Following scanned documents in PDF/Excel file format must be uploaded in respective covers duly sealed and stamped.

### **First cover (In PDF)**

- a) Duly signed and stamp of tender documents
- b) The firm must enclose the attested copy of their **firm's Registration, TIN of the Firm, Pan Card of the firm, Income Tax Return – Last three year, VAT/Sale/Service Tax Returns for the last year, copies of earlier supply orders, bankers details of firm & LOB (Letter of bid)** with the quotation. All these documents are to be attached only with Technical Bid.
- c) The Technical Bid containing the specifications viz. Make, Brand and other information leaflets of the proposed brand which the bidder intends to deliver and the delivery schedule by the bidder, **shall be enclosed with the technical bid.**
- d) Scanned copy of EMD for Rs 15,000/- (Rupees fifteen thousand) only in the form of Demand draft drawn on any nationalized bank in favour of 'The Director, S.V.P. National Police Academy, payable at SBI, Shivarampally, Hyderabad be submitted in portal followed by original copy before closing of tender date at the address of The Administrative Officer (Admn), SVP National Police Academy, Shivarampally, Hyderabad. **Offers received without the prescribed EMD, will be rejected summarily.**

### **Second Cover :-**

- a) The Financial bid (In excel file like BoQ) :- The rate i.e. unit rate of chemical and total amount including all taxes, transportation charges, labour charges if any, are to be quoted explicitly both in words and figures. The Price Bid/BOQ template may not be modified or replaced by the bidder; else the bid submitted is liable to be rejected for this tender. No excess amount beyond the quoted amount will be considered.
- b) The prices once accepted by the purchaser shall remain valid till the successful execution of the complete order to the satisfaction of the purchaser. The Purchaser shall not entertain any increase in the prices during the period. In the event there is a reduction or increase in Government levy/duties during the period of execution of the order, the rates shall be suitably adjusted with effect from the date notifying the said reduction or increase in the Government levy/ excise duty. However, the purchase is not liable to any claim from the supplier on account of fresh imposition and/or increase of Excise duty, Customer duty, sales tax etc. on raw materials and/or components used directly in the manufacture of contracted goods taking place during the pendency of contract.

- c) The Financial Bid shall comprise the price component indicating the unit price including all taxes and installation charges. The unit price thereof shall not be overwritten.
  - d) The quoted price **shall be exclusive of all the Taxes** and taxes should be shown separately as applicable. No excess amount beyond the quoted amount will be considered.
  - e) Quoted prices **should be inclusive of freight** and forwarding charges, handling charges, loading and unloading charges, insurance charges, etc.
  - f) Prices shall be quoted in Indian rupees only.
3. The Bid / Tender submitted shall necessarily remain valid for 180 days after the date of commercial bid opening. If any bidder withdraws his tender before the said period, SVP NPA shall-without prejudice to any other right or remedy, be at liberty to forfeit the Bid Security submitted along with the bid.
  4. No interest will be paid on Earnest Money Deposit. EMD of unsuccessful tenderers will be returned in due course of time. If the quotation is accepted and the contracted firm fails to undertake the supply contract, their EMD will be forfeited without any further notice.
  5. The Director, SVP National Police Academy **reserves the right to order full or part thereof** of the items enclosed or accept/reject any or all the bids without assigning any reason.
  6. The bidding firm should note that they would adhere strictly to the delivery schedule indicated in this tender document failing which they would be penalised with a penalty **of 0.5% per week or part thereof** for the supply contract value for every week period's delay.
  7. The Tender Processing Committee of the Academy may visit the site wherever the stores placed or the manufacture to verify the quality of chemical. The Tender Processing Committee may also require the bidders to give a demo either at NPA or at a place of their convenience.
  8. **SAMPLE** The Tender Processing Committee of the Academy may require the bidders to provide physical samples of the above chemical to be seen during the opening of technical bid and to test quality of chemical. Bidder is self responsible on his own expenditure for showing the sample before board at SVP NPA Hyderabad. Failure to produce sample will entail rejection of the said bidder forthwith.
  9. Liability of the work order getting cancelled, if the quality / progress of the work is found to be not satisfactory or if there is an inordinate delay of more than 1 week in completing the supply/work, than the prescribed delivery schedule by 1<sup>st</sup> week of every month.

10. The bidder will be blacklisted by the Academy in case of (column-09) above being invoked.
11. The SVP NPA reserves the right to increase or decrease the quantity of supply / items.
12. The Director SVP NPA reserves the right to cancel the order without pre notice, forfeit the security deposit or recover any damages for any breach of contract.
13. Notwithstanding any of the conditions and clauses indicated in the Tender form, the Director has whole and sole right to accept or reject either the lowest or any other valid bid and or **split up the order** for supplying of above items to more than one bidder or to cancel the Tender without assigning any reasons thereto.
14. The quantities required shall be subjected to change in the mid of the year as per the needs of the Academy.
15. The quantities contracted and amended from time to time shall be strictly adhered to.
16. The makes/brands of the items offered and accepted by the Academy shall not be subjected to change, until and unless agreed to by the competent authority of the Academy.
17. The supplies shall be made on monthly basis as per the quantities indicated in 01 para of the NIT.
18. **Performance Security Clause :-** The successful bidder on receipt of supply order should submit a Bank Guarantee (5% of the order value) issued by any Nationalized Bank in favour of the Director, SVP National Police Academy, Hyderabad payable at SBI Shivrampally, Hyderabad within 15 days of the placement of supply order for due performance as per the provisions contained in GFR-158. Failure on the part of the firm to deposit the performance security within stipulated time the purchase reserves the right to cancel the supply order. Performance security submitted by the bidder will remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations. No interest will be payable for "Performance Security".
- 19 **Opening and Evaluation of Technical Bids:**
  - a) The Tender Committee appointed by the Competent authority of Academy will open all Technical Bids in the first instance on the appointed date and time at SVP NPA Hyderabad.
  - b) During evaluation of the bids, the purchase committee may, at its discretion, ask the Bidder for clarifications of its bid. The clarification of the bidder shall be in writing.
  - c) No bidder shall contact the committee member on any matter relating to its bid from the time of the bid opening to the time the purchase order is placed. If the Bidder wishes to bring additional information to the notice of the Purchaser it should be done in writing.

- d) Any effort by a bidder to influence the Purchaser in its decisions on bid evaluation, bid comparison or purchase order decision will result in rejection of the bid.
- e) The results of the evaluation of the Technical Bids along with the date of opening of the Financial Bids will be communicated to the qualifying bidders. The purchase committee may at its option to choose to open the financial bids immediately after the opening and evaluation of the Technical Bids.

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**Opening and evaluation of Financial Bids:**

- a) The Tender Processing Committee will open the financial bids in favour of vendors who successfully qualified technical bid.
- b) Arithmetical errors will be rectified on the following basis:- If there is a discrepancy between words and figures, the lower of the two shall be taken as the bid price. If the bidder does not accept the correction of errors, as aforesaid, its bid will be rejected, and its EMD will stand forfeited

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**Eligibility Conditions**

- a) The bidding firm should have the capability to supply the ordered item in time as per the schedule indicated in the salient features i.e. the supply shall be completed by 1<sup>st</sup> week of every month from the date of receipt of purchase order.
- b) Any Government organization/undertaking should not have blacklisted debarred/suspended the bidding firm.
- c) The Vendor should preferably be an entity registered in India.

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**Taxes and duties**

- a) Vendor shall be entirely responsible for all taxes, duties, license, fees etc. incurred until delivery of the contracted services to the Institute.
- b) No bid will be considered unless and until all the pages / documents comprising the bid are properly numbered, signed and stamped by the person/s authorized to do so.

  
(K.S.S. Balasubrahmanyam)  
I/c Administrative Officer (Admn)  
SVP National Police Academy