

**Tender Notice**

Subject: **Supply and installation of Air Purifiers in the rooms of Department of Fertilizers.**


Department of Fertilizers invites Sealed Tenders with **separate Technical and Financial bids** filled in the specified proforma from financially sound **suppliers / dealers / distributors of Air Purifiers** for supply and installation of Air Purifiers in its offices located in Shastri Bhawan, Udyog Bhawan, Janpath Bhawan, New Delhi. The number of machines would be decided later. The Technical Bid Form is at Annexure-I, Declaration by the bidding company is required to be submitted that it has not been **black listed** by any Government Ministry / Department /PSU. The Declaration form is at Annexure-II. **The proforma for Financial Bid Form is at Annexure-III respectively. The eligibility criteria and specifications of the Air Purifiers being sought by the Department is at Annexure-IV.**

2. Interested **suppliers / dealers / distributors of Air Purifiers** may submit their quotations in a sealed Envelope superscribed "**Tender for the Supply and installation of Air**" and addressed to the **Under Secretary (Admn.), Department of Fertilizers, Room No. 205-D, Shastri Bhawan, New Delhi** and deposit the same only in the Tender Box placed in the Facilitation-cum-Right to Information Desk located in Garage No.12, Shastri Bhawan, New Delhi **latest by 12.00 Noon on 16.2.16**. **The Technical Bid Proforma, and Declaration proforma (Annexure I & II )** may be kept in one separate envelope superscribed "**TECHNICAL BID**" for opening and evaluation in the first stage and the **Financial Bid Proforma (Annexure – 'III')** should be kept and sealed in separate cover duly superscribed "**FINANCIAL BID**". **Both these sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed as mentioned above.** Tenders received after due date / time and other than in Tender Box, will summarily be rejected. **The Technical bid envelope containing the proform I & II will be first opened on the same date i.e. by the Technical Committee on 16.2.16 at 3.30 PM.** The "**Financial Bid**" of **Technically qualified parties will be opened on 17.2.16 at 3.00 PM**. The authorized representatives of the bidders who wish to attend the 'Technical Bid' and Financial Bid opening may contact the undersigned to facilitate their entry. It may be noted that those tenders received without separate sealed covers (containing the Two envelopes of Technical and Financial Bids) and information / rates sought not quoted in specified proforma, will not be accepted.

3. It may also be noted that the bidders who have qualified for Financial bid opening may be called for live demonstration of their machines having the same features which are being shown in their bid. It may be specifically noted that the bids are required to be submitted with EMD of Rs. 10,000/- only in the form of a Demand Draft / Banker's cheque in favour of "The Pay & Accounts Officer", Department of Fertilizers, New Delhi. Any Tender received without EMD of Rs. 10,000/- will not be considered.

4. Tender securities of the unsuccessful bidders will be returned without interest at the earliest on or before the 30<sup>th</sup> day after the award of the work. No advance payment in any case would be made. To ensure due performance of the work contract, Performance Security amounting to five to ten per cent of the value of the work contract, as may be decided by this Department, will have to be deposited by the successful bidder before commencement of the work in the form of an Account payee Demand Draft from a Commercial bank / or a bank guarantee. The Performance Security should remain valid for a period of sixty days beyond the date of completion of all work contract obligations of the supplier. Bid security of the successful bidder will be refunded on receipt of Performance Security.

5. Department of Fertilizer reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Document or to reject any or all tenders without giving any notice or assigning any reason. **Any tender found incomplete in any manner will be rejected.** The decision of Department of Fertilizer in this regard shall be final and binding on all.

  
(Sanjay Srivastava)  
Under Secretary to the Govt. of India  
Tel. 23389864.

Encls: as above.

To: NIC with the request to upload the Tender on the web site of DOF.

**TECHNICAL BID FORM**

1.	Name of the Bidding Dealer /Distributor /Firm/Company	
2.	Full Address	
3.	Telephone Number and Fax	
4.	Details of Earnest Money Deposit: Rs. 10,000 (Rs. Ten thousand) only	
(a)	D.D. /Banker,s cheque No. and	
(b)	Date:  Drawn on Bank:	
5.	Give details of Air Purifiers installed in Government of India Ministries / Department / Delhi Govt. / Undertakings /Private sector in the following format:	
6.	Details of Organization where such system supplied / installed along with name, designation, address, Telephone & Fax number of the concerned officer and details of value of system installed along with copy of work order etc.  (copies of work orders from the concerned Organization may be enclosed)	1.
		2.
		3.
7.	Details of turnover of last 1 year along with copies of IT returns to be enclosed.	
8.	PAN No: self (self attested copy to be enclosed)	
9.	VAT/TIN number ( self attested copy to be enclosed )	

DECLARATION

1. I, \_\_\_\_\_ son / daughter of

Sh. \_\_\_\_\_ Proprietor /

Partner/Director / Authorized signatory of \_\_\_\_\_

\_\_\_\_\_ am competent to sign this declaration

and execute this Tender document.

2. I have carefully read and understood all the details of the Tender and these are fully acceptable to me.

3. I hereby certify that our company has not been **black listed** by any Government Ministry / Department /PSU / Private sector.

4. The information / documents furnished along with the above document are true and authentic to the best of my knowledge and belief. I / We am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of Tender at any stage besides liable to prosecution under appropriate law.

Date:

Signature of owner / Managing Partner /Director

Full Name:

Place:

Company Seal

N.B: The above declaration, duly signed in token of their acceptance, should be enclosed with the Technical bid.

**Financial Bid Form**

**Supply and installation of Air Purifiers**

(If the space provided in the above format is insufficient, the Financial Bid can be prepared on the company letterhead, using the same format.)

S. No.	Item	Make	Model	Qty/Unit (Each)	Unit Price (In Rs.)	Unit Price (Incl. of taxes) (In Rs.)
1.	Supply of Air Purifier (Big) having specifications indicated in the Annexure-IV					
2.	Supply of Air Purifier (Medium) having specifications indicated in the Annexure-IV					
4.	Comprehensive AMC charges for post warranty period of one year from the date of installation					

ELIGIBILITY CRITERIA/SPECIFICATION OF THE MACHINES

1. **The bidder should have a registered or branch office in Delhi / NCR.**
2. **Copies of the PAN card, VAT and Service Registration** should be enclosed with the Technical Bid.
3. The bidder should have sufficient previous experience in the relevant field of supply / installation of Air Purifier machines in the Government Ministries / Departments / PSUs / Private sector. Relevant documents showing the **experience** should be enclosed. Copies of such works undertaken previously should be enclosed with the Technical bid.
4. The firm / company should be a financially sound. **Copy of IT return** of last one year should be enclosed with the Technical Bid.
5. The **declaration** in the prescribed proforma given in the Tender document should be enclosed with the Technical bid.
6. The Tender bid should be accompanied by a **Earnest Money Deposit of Rs. 10,000/-** in the form of DD from commercial bank drawn in favour of Pay & Accounts Officer, Department of Fertilizers, New Delhi.
7. The tender should be submitted in two bid format viz., **separate bids – Technical and Financial** as per proforma given in the Tender document and should be put in a Third sealed envelope.
8. It may be noted that Department intends to procure two type of Air Purifiers (one Bigger one having capacity to purify the air of Big room (Hall) and another for small /medium room. The Air purifiers should have the following specifications:-
  - (i) Both Air Purifier must have six filters and in addition to these one pre-filter also should be there in the bigger one. The Purifier should have Air Quality index indicator digitally indicating the Air quality on the display. The Purifier should be able to remove any kind of bad smell from the room.
  - (II) The Bigger Air Purifier should have cold catalyst filter.
  - (III) It should have Antibacterial and antiviral nonwoven fabric filter.
  - (IV) It should have High efficient purifier air (HEPA) filter with 0.1 micron pore size.
  - (V) It should have High efficient Motor-quiet, energy saving and 30,000 hours life time.
  - (VI) It should have remote control and touch panel control facility.
  - (VII) It should have time setting facility.
9. **Only those firms / companies fulfilling the above specifications / requirement need to furnish their quotations.**