

CENTRAL INSTITUTE OF HIMALAYAN CULTURE STUDIES

Dahung::West Kameng District::Arunachal Pradesh-790116

Website: www.cihcs.edu.in :: email: cihcsoffice@gmail.com

(An Autonomous Body of the Ministry of Culture, Govt. of India)

No. 4-161/2023/CIHCS/7666-68

Dated, Dahung the 10th Oct., 2023

SUBJECT: INVITATION OF TENDER FOR QUOTATION FOR SUPPLY AND INSTALLATION OF SOLAR WATER HEATERS (300 LITRES AND 200 LITRES) AT, CENTRAL INSTITUTE OF HIMALAYAN CULTURE STUDIES, DAHUNG, WEST KAMENG DISTRICT, ARUNACHAL PRADESH.

Central Institute of Himalayan Culture Studies (CIHCS), Dahung, invites sealed tender for quotations under two-bid system from reputed and experienced companies/agencies for supply and installation of Solar Water Heater (300 & 200 Litres) at Central Institute of Himalayan Culture Studies, Dahung.

1. The interested companies/agencies/firms are required to submit the Technical and Financial bids separately. The bids in Sealed Cover-I containing "Technical Quotation" and Sealed Cover-II containing "Financial Quotation" should be placed in another cover superscribed "Quotation for supply and installation of Solar Water Heater (300 Litres & 200 Litres) at Central Institute of Himalayan Culture Studies, Dahung." and should be addressed to The Director, Central Institute of Himalayan Culture Studies, PO: Dahung, District: West Kameng, Arunachal Pradesh-790116.
2. The last date of submission of Tender is 2nd November, 2023, 04:00 PM.
3. No tender for quotation shall be accepted after the last date & time of submission.
4. The rates quoted must be inclusive of all applicable taxes.
5. The Technical Quotation (Application, Annexure-I, II, IV & V) should be sealed in Envelope-1 and should be superscribed as "Technical Bid". The Financial Quotation (Annexure-III) should be sealed in Envelope-2 and should be superscribed as "Financial Bid". Both the Envelopes 1 & 2 should be sealed in Envelope-3 super-scribed with "Quotation for supply and installation of Solar Water Heater (300 & 200 Litres) at Central Institute of Himalayan Culture Studies, Dahung".
6. Financial Bid will be opened of only those bidders who qualify in the technical bid criteria.
7. The quotation shall remain valid for 120 days from the date of receipt of the same. Any future clarification and /or corrigendum(s) shall be communicated on institute's website.
8. The Institute reserves the right to reject any/all tender for quotations without assigning any reason(s).
9. The Institute reserves the right to nullify the tender process at any stage without assigning any reason(s).

Thanking You

Yours sincerely

Sd/-

Dr. Gurmet Dorjey

Director


CIHCS, Dahung

Memo No. 4-161/2023/CIHCS/

Dated, Dahung the 12th Oct., 2023

Copy to:

1. The Chairman and all the members of the Tender Opening Committee to take necessary action for opening the tenders and submission of the proceeding to the Director through the AAO within seven working days from the last date of submission of Tender.
- ✓ 2. Computer Instructor cum Website In-charge for uploading the Tender Notice in the website of the Institute immediately after receipt of the tender documents.
3. Office copy.


(Aakash Shah)

Administrative cum Accounts Officer
CIHCS, Dahung

Technical Bid (For Envelope-1)

ANNEXURE-I

TERMS & CONDITIONS FOR SUPPLY AND INSTALLATION OF SOLAR WATER HEATERS (300 LITRES AND 200 LITRES) AT CENTRAL INSTITUTE OF HIMALAYAN CULTURE STUDIES, DAHUNG, WEST KAMENG DISTRICT, ARUNACHAL PRADESH.

1. The price quoted should be inclusive of all applicable taxes and should be quoted in Indian Rupees only. No additional information will be entertained after due date.
2. The successful bidder must ensure proper installation of the solar water heaters.
3. The successful bidder shall provide after sale support and service for a period of 1 (One) year from the date of installation of the solar water heaters.
4. The last date of submission of Tenders is **2nd November, 2023, 04:00 PM.**
5. No tender for quotation shall be accepted after the last date & time.
6. Financial Bid will be opened of only those bidders who qualify in the technical bid criteria.
7. Each bidder shall submit only one quotation.
8. The bid should not contain corrections or over writing.
9. The quotation shall remain valid for a period not less than 120 days after the deadline specified for submission of quotations.
10. **Incomplete bids are liable to be ignored / rejected.**
11. This office will evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed and confirm to the terms and conditions and specifications.
12. Notwithstanding the above terms & conditions, the competent authority reserves the right to accept or reject any quotation and to cancel the bidding process and reject all quotations at any time.
13. The decision of the Central Institute of Himalayan Culture Studies, PO: Dahung, District: West Kameng, Arunachal Pradesh-790116 shall be binding on all issues relating to quotation.
14. **The Technical Quotation (Application, Annexure-I, II, IV & V) should be sealed in Envelope-1 and should be superscribed as "Technical Bid". The Financial Quotation (Annexure-III) should be sealed in Envelope-2 and should be superscribed as "Financial Bid". Both the Envelopes 1 & 2 should be sealed in Envelope-3 super-scribed with "Quotation for supply and installation of solar water heaters (300 Litres & 200 Litres) at Central Institute of Himalayan Culture Studies, Dahung, West Kameng District, Arunachal Pradesh".**
15. The Institute reserves the right to reject any/all tender for quotations without assigning any reason(s).
16. The Institute reserves the right to nullify the tender process at any stage without assigning any reason(s).

This is to certify that I/We before signing the tender for quotation have read and fully understood all the terms & conditions contained herein and undertake myself/ourselves' abide by the said terms & conditions.

Name of the Firm/Agency

Signature with Seal.....

Date

(To be furnished in the letter head of the firm)

ANNEXURE-II

FOR ENVELOPE-1:

**DETAILS OF SUCH SUPPLY AND INSTALLATION OF SOLAR WATER HEATERS
UNDERTAKEN IN OTHER ORGANISATIONS DURING THE LAST 3 (THREE) YEARS.**

Sl. No.	Name & Address of other Organisation	Type of work done	Name of contact person of other organisation with mobile no.

(Enclose supporting documents regarding experience in concerned area of work)

Name of the Firm:

Signature with Seal:

Office address:

.....

Phone No. (Office)

Date:

(To be furnished in the letter head of the firm)

ANNEXURE-III

FINANCIAL QUOTATION (For Envelope-2):

FINANCIAL QUOTATION FORMAT FOR SCHEDULE OF QUOTATION / RATE.

Note: The firm will be solely responsible for SUPPLY AND INSTALLATION of solar water heaters (300 Litres and 200 Litres) at Central Institute of Himalayan Culture Studies, Dahung, West Kameng District, Arunachal Pradesh”.

Sl. No.	Particulars of item	Specification	Rate (in Rs. Including applicable Taxes)
1.	SOLAR WATER HEATER (300 LITRES) WITH ALL ACCESSORIES AND FITTINGS	BIS CERTIFIED SPECIFICATION FOR 300 LITRES SOLAR WATER HEATER.	
2.	SOLAR WATER HEATER (200 LITRES) WITH ALL ACCESSORIES AND FITTINGS	BIS CERTIFIED SPECIFICATION FOR 200 LITRES SOLAR WATER HEATER.	

NB: The successful bidder must ensure proper installation of the solar water heaters.

Name of the Firm/Agency:

Signature with Seal

Office Address

.....

Phone No. (Office)

Date

(To be furnished in the official letter head of the firm)

CERTIFICATE

I/We/ M/s _____ are registered
Company / Ltd Company / Proprietorship firm etc. as per Registration Certificate No. _____
_____ issued by _____ having registered office
at _____ do hereby
and manufacturing/supply base at _____
declare and solemnly affirm that I/We have not been Black-listed, nor mine/our Tenders have
ever been cancelled by any State/UT/Central Government or any partner or shareholder either
directly or indirectly connected with or has any subsisting interest in the business of my/our firm
nor any legal proceedings have ever been initiated/pending or any penalty has ever been levied
due to delay of non-completion of work/service/supply order by any State/UT/Central
Government or by any authority.

Place: _____

Signature of the tenderer with seal

Dated : _____

Verification

I/We do hereby solemnly declare and affirm that the above declarations are true and
correct to the best of my knowledge and beliefs. No part of it is false and nothing has been
concealed therein.

Place : _____

Signature of the tenderer with seal

Dated : _____

(To be furnished in the official letter head of the firm)

CERTIFICATE FOR NO NEAR RELATIVE (S) OF THE SUPPLIER
WORKING IN CIHCS, DAHUNG

I S/o Shri

R/o

Hereby certify that none of my relative (s) is/are employed in CIHCS, Dahung as per detail given below.

In case at any stage, it is found that the information given by me is false/incorrect, CIHCS shall have the absolute right to take any action as deemed fit, without any prior intimation to me.

Signature of the tenderer with seal

The near relative (s) means:

a) Members of a Hindu Undivided family;

b) They are husband and wife.

c) The one is related to the other in manner as father, mother, son(s) son's wife (daughter-in-law), Daughter (s) daughter's husband (son-in-law) brother (s) and brother's wife, sister (s) sister's husband (brother-in-law)

In case of proprietorship firm, certificate will be given by the proprietor, and in case of partnership firm, certificate will be given by all the partners and in case of Ltd. Company by all the Directors of the company or company secretary on behalf of all directors). Any breach of these conditions by the company or firm or any other person, the tender/work will be cancelled and earnest money/security deposit will be forfeited at any stage whenever it is so noticed. The CIHCS will not pay any damages to the company or firm or the concerned person. The company or firm or the persons will also be debarred for further participation in the concerned unit.

Signature of the tenderer with seal

For Envelope-1**(Specimen Application)***(To be furnished in the official letter head of the firm)*

No:

Date:

To,

The Director
Central Institute of Himalayan Culture Studies
PO: Dahung
West Kameng District
Arunachal Pradesh-790116

**Sub: Quotation for supply and installation of Solar Water Heater (300 Litres & 200 Litres) at
Central Institute of Himalayan Culture Studies, Dahung**

Ref: Your Tender Notice vide no:..... dtd.

Sir,

In response to your above referred to Tender Notice for supply and installation of Solar Water Heater (300 Litres & 200 Litres) at Central Institute of Himalayan Culture Studies, Dahung, I/We a Private/Public Ltd. Company / Partnership / Sole Proprietor submit the tender/quotation with the following particulars (*enclose a copy each of the self attested supporting document*):

Sl. No.	Description	Particulars
1.	Name of the Firm	
2.	Year of establishment	
3.	Trading License/Registration Number of the firm with a self attested copy of Trading License / Registration Certificate	
	Self attested copy of PAN Card in the name of the Firm/Proprietor.	
	Self attested copy of GST Certificate	
	Bank account details of the firm with self attested photo copy of the pass book	
4.	Registered Postal Address	
	Telephone No.	
	Mobile No.	
	Website address	
	E-mail address	
10.	Name of Director (in case of Company, Proprietor, Partner (in case of Partnership firm), PA Holder (in case of Power of Attorney Holder)	
11.	Name & designation of the authorised signatory	
	Address for communication	
	Contact Details: Mob., e-mail etc.	

Having acquired the requisite information related to the items, I/We the undersigned hereby offer for supply and installation of Solar Water Heater (300 Litres & 200 Litres) at Central

Institute of Himalayan Culture Studies, Dahung strictly in accordance with the terms and conditions as indicated by you in the said document.

I/We understand that the CIHCS, Dahung reserves the right to reject any or all the quotations or accept them in part or to reject the lowest quotation without assigning any reasons.

Thanking You.

Yours faithfully

Signature

Date

Name of the Firm

Seal of the Firm

NB: *All the above information must be provided along with photo copies of supporting documents where applicable.*