



MDI
MURSHIDABAD

**Management
Development
Institute**

Notice Inviting Tender

Ref. No.: MDIM/Estate/2020/68

Date: 16-03-2020

**Tender document for "Supply, installation & commissioning of
Semi-Automatic Organic Waste Converter (OWC) plant for waste
management at Management Development Institute
Murshidabad Campus."**

**Management Development Institute Murshidabad
Jangipur Mega Food Park
Sakim-Katnai, kulori, PO-Uttar Ramna
PS-Raghunathganj
District-Murshidabad
Pin-742235
West Bengal**

Notice Inviting Tender

Ref. No.: MDIM/Estate/2020/68

Date: 16-03-2020

Sub: Open Tender (2 bid system) for "Supply, installation & commissioning of Semi-Automatic Organic Waste Converter (OWC) plant for waste management at Management Development Institute Murshidabad Campus."

Management Development Institute Murshidabad invites bids under (2 bid system) from reputed agencies for "Supply, installation & commissioning of Semi-Automatic Organic Waste Converter (OWC) machine for waste management at Management Development Institute Murshidabad Campus."

Important information:

- (1) Every bid should contain 3 envelopes. Envelope – 1 should contain Technical Bid documents, catalogues, leaflets and EMD and should be super scribed as "Technical Bid". Envelope – 2 should contain financial bid and should be super scribed as "Financial Bid". Envelope – 3 should contain Envelope-1 & 2 and should be super scribed as "Bid for Supply, installation & commissioning of Semi-Automatic Organic Waster Converter (OWC) plant for waste management at Management Development Institute Murshidabad Campus."
- (2) Estimated cost of the work: Rs. 12.50 lakhs (including civil work).
- (3) EMD: Rs. 25,000/-(Twenty five thousand) through Demand Draft from any scheduled bank in favor of MDI Murshidabad, payable at Jangipur/Omarpur/Raghunathganj.
- (4) Tender document can be downloaded from the institute website: www.mdim.ac.in
- (5) Last date of submission of duly filled tender document: 30-Mar-2020 (by 3:00 p.m.)
- (6) Opening of Technical Bids: 30-Mar-2020 (3:30 p.m.)
- (7) Tender document should be submitted at "Registrar, MDI Murshidabad, Kulori, P.O. Uttar ramna, PS- Raghunathganj, Dist – Murshidabad, West Bengal, Pin 742235 through Speed Post/Registry Post/ Hand delivery.



Registrar
MDI Murshidabad
Registrar
MDI Murshidabad

Annexure-I (to be submitted along with Technical Bid, Envelope-1)

Format of Tender submission covering letter – (to be printed in company Letter Head)

**To,
The Registrar
MDI Murshidabad**

Subject: Submission of Tender for Supply, installation & commissioning of Semi-Automatic Organic Waster Converter (OWC) plant for waste management at Management Development Institute Murshidabad Campus.

Sir,

I/We hereby offer our bid as per terms and conditions mentioned in this tender document. I/We agree to keep our offer valid for 90 days from the date of opening of the bid, and shall be bound by a communication of acceptance within that time to provide OWC system for MDIM in accordance with the tender.

- a) I / We _____ have read the general guidelines and tender document attached hereto containing the Terms and Conditions and agree to abide by such conditions. I / We offer for the subject supply & installation in the attached schedules and hereby bind myself / ourselves to complete all the formalities from time to time as required after the award of contract.
- b) I / We hereby understand that the submission of tenders / bids does not guarantee allotment of Contract. I / We further understand that in case of any information submitted by me / us being found to be incorrect, MDI MURSHIDABAD will have the right to summarily reject the tender, cancel the Contract or revoke the same at any time without assigning any reason whatsoever.
- c) I / We further agree to execute an agreement to abide by the standard and special conditions of Contract if any, for the subjected project. In case of acceptance of tender by the MDI MURSHIDABAD, I / We bind myself / ourselves to execute the Contract agreement awarded to me / us and to commence the supply/services as per the conditions of the Contract failing which, I / We shall have no objection to the forfeiture of full Security Deposit, deposited by us with MDI MURSHIDABAD in addition to other penalties specified under the terms of Contract.
- d) MDI MURSHIDABAD and its representatives are hereby authorized to conduct any inquiries or investigations or seek clarifications or verify any statements, documents and information submitted in connection with this tender.
- e) On account of non-acceptance of award or on account of not fulfilling tender conditions within the prescribed time, I/We shall be debarred by MDI-MURSHIDABAD for further participation in the future tenders of MDI MURSHIDABAD for a period of 2 years. In addition, MDI MURSHIDABAD can forfeit my/our Earnest Money Deposit (EMD).
- f) It is certified that rate(s) of the product(s) mentioned in the Financial Bid is not higher compared to as it is in the market. In case of any discrepancy noticed on this account, MDI MURSHIDABAD can take actions as may be deemed fit by MDI MURSHIDABAD.

I/We do hereby confirm that I/We have the necessary authority and approval to submit this bid for Supply, installation & commissioning of Semi-Automatic Organic Waste Converter (OWC) plant for waste management at Management Development Institute Murshidabad Campus.

A notice, E-mail or letter of communication addressed to me /us at the given address as mentioned in the Bid, even by ordinary post will be deemed to be valid and proper notice of intimation to me/us.

With Kind regards.

For _____ (Name of the Company/Organization)

Signature of the Authorized signatory and Company/Organization seal

(Name of the Authorized Signatory)

Date:

Place:



Annexure-II (To be submitted along with Technical Bid, Envelope-1)

Terms & Conditions applicable for this tender are as under:

- 1) Technical and Financial bid should be submitted on company letter head and should be submitted duly signed by the authorized person.
- 2) The financial bid shall be valid for at least 90 days. Institute will not entertain any request in respect of escalation of price due to any reason whatsoever.
- 3) Financial Bids of only those firms will be opened, whose Technical Bids are found compliant/ suitable after technical evaluation done by the MDIM.
- 4) The items will be supplied and installed at MDIM Campus, Raghunathganj, nothing extra shall be paid towards the cartage, packing, forwarding, Octroi etc.
- 5) In case any item is found to be defective /substandard, the same shall be rejected. Institute shall not make any payment for such items and shall be removed from the site immediately.
- 6) MDIM reserves the right to accept or reject any or all the bids without assigning any reason whatsoever.
- 7) MDIM reserves the right to terminate the contract by giving seven days' notice in writing without assigning any reason whatsoever.
- 8) Before tendering, the bidder/Agency may inspect the site to fully acquaint himself about the conditions in regard to accessibility of site, nature and area/extent of ground, working conditions of site and locality including stacking of materials, installations of tools & plants etc. No claim whatsoever on such account shall be entertained by the MDIM under any circumstances.
- 9) Before inspection the site, Bidder/Agency may contact: Mr. Anupam Karmakar, Estate Engineer, Phone: 8768408450 on any working day between (10:00 AM to 5:00 PM).
- 10) Project should be completed and whole system should commence within 45 days from the date of issue of work order.
- 11) Termination for Default: MDIM may, without prejudice to any other remedy, for breach of work order/contract in whole or part, terminate the contract. The contract will be terminated if bidder/agency fails to provide any or all of the services for which it has been recognized within the period(s) specified in the work order, or within any extension period thereof if granted by the MDIM pursuant to conditions of the work order. In the judgment of the MDIM, it is engaged in corrupt or fraudulent practices in competing for or in executing the work order.
- 12) If a bid is not substantially responsive, it will be rejected by MDIM and may not subsequently be made responsive by the service provider by correction of the nonconformity. MDIM's determination of bid responsiveness will be based on the contents of bid itself and any written clarifications sought by MDIM in writing the response to which shall also be in writing and no change in rates shall be permitted in response.

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- 13) Offers shall be deemed to be under consideration immediately after they are opened and until such time the official intimation of award of contract/work order is made by MDIM to the bidder/agency. While the offers are under such consideration, bidder or their representatives or other interested parties are advised to refrain from contacting MDIM by any means. If necessary, MDIM will obtain clarifications on the offers by requesting for such information from any or any other agencies, in writing, as may be considered necessary. Bidders will not be permitted to change the substance of their offers after the offers have been opened.
- 14) Bidders are invited to quote their rates on the enclosed format provided in accordance with the above instructions and all the conditions of Tender.
- 15) Any failure on the part of bidder/agency to observe the prescribed procedure and any attempt to canvass for the work shall render their bids liable for rejection.
- 16) MDIM reserves the right to allot/cancel the tender invited as it may consider/deem fit and proper and to reject the tenders/applications without assigning any reasons at any stage.
- 17) During tender evaluation, MDIM may, at its discretion, ask the bidder for any clarification of its tender. The request for clarification and response shall be in writing, and no change in the price or substance of the tender shall be permitted in response. The tenders received will be evaluated by MDIM to ascertain the technical suitability and lowest acceptable tender in the interest of MDIM, as specified in the specification and tender documents.
- 18) MDIM reserves the right to reject any / all bids including the lowest bid or withdraw the tender at any stage without assigning any reasons. Nothing contained herein shall confer right upon a bidder or any obligation upon MDIM.
- 19) AMENDMENT of Tender Document: At any time before the scheduled submission of bid, MDIM may, for any reasons, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Tender Document by issuing addendum. The amendment in the form of Addendum uploaded on the MDIM website will be binding on the bidders.
- 20) MDIM may, at its discretion, extend the date for submission and/or opening of the bid. In order to allow prospective bidder, MDIM may, at its discretion shall, extend the deadline for the submission of bids for a reasonable time to take the amendment into account in preparing their bid.
- 21) ACCEPTANCE AND WITHDRAWAL: The final acceptance of the tender would entirely vest with MDIM, who reserves the right to accept or reject any tender, without assigning any reason whatsoever. There is no obligation on the part of MDIM to communicate in any way with rejected bidders. After acceptance of the tender by MDIM, the bidder shall have no right to withdraw his tender or claim higher price.
- 22) Bids received with incomplete information are liable for rejection.
- 23) Bid received after the deadline for submission of bids will be summarily rejected.
- 24) Any dispute/ difference arising out or relating to this Tender: Matters regarding any dispute shall be referred for arbitration to any Officer appointed by the Director of Management Development Institute Murshidabad, whose decision shall be binding and final.
- 25) Laws of the Republic of India are applicable to this tender.

Handwritten signature

- 26) Warranty: Standard free onsite warranty will be of 1 year from the date of successful commissioning. Post expiry of standard onsite warranty, AMC rate to be quoted.
- 27) Performance Security Deposit: Successful bidder is required to deposit @ 10% of the work order value as performance security deposit in the form of term deposit/ bank guarantee within one month from the date of work order. Performance security deposit shall be valid for a period of 15 months from the date of successful commissioning of the plant.
- 28) Payment terms:
- No advance payment would be made to the agency.
 - No Running account bills can be raised by the agency.
 - Payment would be made as per the actual quantity executed and measured at site.
 - Payment will be made after satisfactory commissioning of the plant.
 - Income tax and other statutory payments as applicable will be deducted from the bill of the bidder/agency at applicable rates as per the rules in force.
- 29) Liquidated damages: 1.00% (ONE PERCENT) per week or part thereof of the work order value.
- 30) The MDIM Engineer shall have powers to require the removal from the site of all materials and work which in his opinion are not in accordance with specifications and in case of default, the Engineer shall be at liberty to employ other persons to remove the same without being answerable or accountable for any loss or damage that may happen or arise to such materials to be substituted thereof and in case of default the Engineer may cause the same to be supplied and all costs which may attend such removal and / or substitution are to be borne by the contractor.
- 31) The bidder/agency shall take all precautions to avoid all accidents by exhibiting necessary red flags, red lights, and providing barriers. He shall be responsible for all damages and accidents caused due to negligence on his part. No hindrance shall be caused to traffic during the execution of work.
- 32) MDIM shall be at liberty and is hereby empowered to deduct the amount of any damages, compensation costs, charges and / or expenses arising or accruing from or in respect of any such claim and / or damages as aforesaid from any sum or sums due to become due to the bidder/agency.

Agreed & accepted the above

(Signature of the authorized person of the Bidder)

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Annexure-III (To be submitted along with Technical Bid, Envelope-1)

Procedure for Evaluation of Technical Bids & Financial Bids:

- 1) Bidders, fulfilling the following minimum criteria, will be considered as technically qualified:
 - a) Bidder should be an OEM or an authorized dealer/supplier/distributor of OEM [Please produce Documentary evidence with Technical Bid].
 - b) Bidder should have minimum average annual turnover of Rs one cr. in last 3 financial years [Please produce 3CA & 3CD form – Income Tax Return along with Technical Bid].
 - c) The bidder should have supplied and commissioned minimum 3 such Organic Waste Converter plant to Municipal corporations / councils /Panchayats / Government Organizations / PSUs /private organization/academic institutions etc. in last 2 years [Please produce work order/contract/commissioning certificate along with Technical Bid].
 - d) The product/technology offered should have evaluated by Central Pollution control Board / State Pollution Control Board [Please produce evaluation certificates along with Technical Bid].
 - e) The product/technology should have valid ISI certification [Please produce documentary evidence with the Technical Bid].
 - f) The product quoted should meet the specification as mentioned in Annexure-V. Bidder should produce product catalogue/brochure/leaflet/specification etc. with the Technical Bid.
 - g) Bidder should have valid PAN/GST [Please submit copies of PAN & GST registration document along with Technical Bid].
 - h) Bidder should submit EMD of Rs. 25,000 (Demand Draft) along with Technical Bid.
 - i) Bidder should have produced product catalogue/brochure/leaflet/specification etc. with the Technical Bid.
- 2) Financial bids of the technically qualified bidders will be opened. Lowest bidder in financial bids will be considered for award of the work order subject to fulfilling other terms & conditions.
- 3) MDIM decision will be final for the evaluation of Technical Bids & Financial Bids.

Agreed & accepted the above

(Signature of the authorized person of the Bidder)

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Annexure-IV (To be submitted along with Technical Bid, Envelope-1)
Technical Bid – (to be printed on company letter head)

Sl. No.	Description	Bidder response
1.	Name of the Bidder/Agency	
2.	Address & Website	
3	Status of the Bidder (company/proprietary/partnership)	
4.	Name, Email & Mobile of the contact person	
5.	OEM/authorized dealer/supplier/distributor of OEM (submit evidence)	
6.	Annual Turnover in last 3 Financial years (submit 3CA & 3CD form)	
7.	Supplied and commissioned min. 3 such Organic Waste Converter plant to Municipal corporations / councils /Panchayats / Government Organizations / PSUs /private organization/academic institutions etc. in last 2 years (submit evidence)	
8.	The product/technology quoted should have evaluated by Central Pollution control Board / State Pollution Control Board (submit evidence)	
9.	The product/technology quoted should have valid ISI certification (submit evidence)	ISI no.
10.	Whether the product quoted meets the technical specification as mentioned in Annexure-V.	Yes/No.
10.	PAN/GST (Submit copies)	PAN: GST:
11.	EMD details	D.D. No. /date of issue/amount
12.	Whether product catalogue/brochure/leaflet/specification etc. produced	Yes/No
13.	Bidder should have signed all the pages of the bid documents.	Yes/No

(Name & Signature of the authorized person of the Bidder)

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Annexure-V (To be submitted along with Financial Bid, Envelope-2)

Technical Bid – (to be printed on company letter head)

Item No.	Description (specification) of Item	Qty.	Unit Price (without GST)	GST Rate	Total amount with GST
1	OWC-60 MS 1. Power Connection : 4 HP (Main Motor & Chopper Motor) 2. Brim Capacity: 60 Lit. 3. Batch Duration: 15 min. 4. MOC : All contact parts of SS-304 5. MOC of Outer Cover: MS Powder Coated with 60-70 microns 6. Trolley: One no. of MS.	1.00 no.			
2	<u>Double Curing System</u> 1. 100 No. of HDPE crates of size 54x36x26 cm, laminated with aerating net. 2. One number of four shell folding storage rack of size 365x120x225 cm. 3. 4 nos. of Leach ate collection tray of G.I. of size 150x55x7 cm. 4. Double Fogger: Moisture control fogging system consisting of 140 foggers, Disc Filter, Ball Valve, 1 no. of Laxmi Make Pump or equivalent, Time Control unit for spray and frequently control, One number of pressure gauge, and other accessories like piping, valves etc. or anything extra required for proper operation of the system as per design capacity.	2.00 nos.			
3	Garden Shredder 1. Motor Operated. 1.5 HP 2. Single Phase 3. Output: 60-80 Kg/Hr 4. Portable, Easy to move 5. Blades: Hardened, Coated	1.00 No.			
4	Installation, Commissioning & Training	L.S.			
5	Freight, Packing & Insurance	L.S.			

6) Infrastructure requirement for machine installation (Approximate space required for Installation & operations of OWC plant)					
6.a	Shed with P.C.C platform, 250mm thick brick wall (1:4) or green net at surroundings up to 12" height and AC sheet roof.	450.00 Sq. ft.			
6.b	4HP, 3 phase power supply. 20 Amp-4 pole MCB – 1 no. for OWC-30	1.00 No.			
6.c	Single phase–5 amp – 3 pin switch socket – 1 no. for single curing system.	1.00 No.			
6.d	20 amp – 4 pole MCB – 1 nos. for portable garden shredder.	1.00 No.			
6.e	Single phase connection – for tube lights and fan.	1.00 No.			
6.f	½" Dia tap for water connection. (Regular)	2 No.			
6.g	½" Dia PVC pipe with require bends and sockets	100 ft.			
Total amount inclusive of all incidental charges & GST=					

AMC charges after warranty period : Rs.per year (with GST) – not to be considered while finalizing L-1 bidder.

Signature of Tenderer's with date & Official seal

[Handwritten Signature]