

GOVERNMENT OF INDIA
NATIONAL DISASTER MANAGEMENT AUTHORITY
A-1 SAFDARJANG ENCLAVE NDMA BHAWAN, NEW DELHI 110029.



Limited Tender
For
ESTBALISHMENT OF SMS BURST SERVICES FOR NDMA.

Price = Rs. 100/-

GOVERNMENT OF INDIA
NATIONAL DISASTER MANAGEMENT AUTHORITY
A-1 SAFDARJANG ENCLAVE NDMA BHAWAN, NEW DELHI 110029.

To

Sanchayani Systems
I-99, 3rd
Floor, Kirti Nagar
New Delhi-15

Sub- Notice on Inviting Tender-Reg

Dear Sir,

National Disaster Management Authority (NDMA) invites Technical and Financial proposal from eligible agencies for one number of SMS Burst with necessary Softwares and Hardwares. The schedule of timelines are given here under for strict compliance. Interested bidders ,having work experience of doing the similar type of work for one year during last three (2008-2011) financial years in any other Govt. depts. or Govt PSU etc may participate in the tender process by bidding as per the tender document at an estimated cost of Rs 3 lakhs.

Name of tender: Limited tender for Supply of SMS Burst- one number

- | | | |
|----|--|---|
| a. | Opening Date of Sale of Tender Document | 1.11.2011 |
| b. | Closing Date & time of Sale of Tender Document | 30.11.2011 |
| c. | Date & time of receipt of Tender Documents | 30.11.2011 (up to 15.00 hrs) |
| d. | Date & time Of Opening of Technical Bid | 30.11.2011 at 15.30hrs. |
| e. | Date & time Of Opening of financial Bid | - Shall be intimated separately to technically qualified bidders |
- 2 NDMA reserves the right to alter any or whole requirement of terms of reference covering the supplies as necessity arises**

(SM Abdul Faheem)
US & Asstt Adv (OPS)
NDMA

**The bidder should submit their bids in Room No 416(Control Room)
3rd Floor NDMA Bhawan, New Delhi-110029.**

(A). Technical Eligibility :

- 1 Technical eligibility: - The contractor should have supplied one SMS set to Govt. Deptt, PSU or private firm.
- 2 Supporting documents must be enclosed with the bid in token of work experience i.e. copy of work award letter from other Govt. Department mentioning details of periods & satisfactory work completion certificate. The experience certificate should be issued by an officer not below the rank of Under Secretary in Govt. Department, Manager in case of PSU.
3. The bidder should submit the following documents with the Technical Bid:
 - (a) EMD of Rs 5,000/-
 - (b) Certificate of work experience of doing the similar type of work for one year during last three (2008-2011) financial year in any GOVT. Department, any PSU or private company.
 - (c) Bank draft for EMD amount
 - (d) Photo copy of PAN No.
 - (e) Service Tax Registration Number, if applicable or otherwise undertaking/ declaration as required.
 - (f) The tenderer should sign on each page of the tender document & return the same in full. In a separate folder.
4. The tenderer should submit **the technical and financial bids in two separate envelopes.**
5. The Technical Bids shall be opened first on scheduled date and time.
6. Financial bids shall be opened after evaluation of the Technical bids, **if found suitable.**
7. The date of opening of financial bid shall be intimated separately. The envelopes containing the Tech Bid and Financial Bids should be kept in a large single envelop duly super scribed Tender for procurement of SMS Burst services for NDMA

(B.) FINANCIAL BID

1. The total performance security of 10% of the value of the award.
2. The rates should be indicated both figures as well as in words and including all charges like all taxes installation etc. The unit rate of each type of work may be quoted independently, VAT if any may be shown separately, as per format annexure.
3. If the information furnished by the tenderer is found to be incorrect, the contract, if awarded is liable to be terminated without notice and Earnest Money and/or SD is liable to be forfeited.

4. Payment terms:-

90% payment shall be made on receipt of goods by consignee. To ensure due performance of the contract, Performance Security of 10% of the value of the contract will be retained. In case Performance Security in the form of an Account Payee Demand Draft, Fixed Deposit Receipt from a commercial Bank, Bank Guarantee from a commercial Bank in an accepted form safeguarding the purchaser's interest, the remaining 10% will be released after two months of the successful installation.

For claiming 90% and 10% payments the following documents are to be produced before paying authority. All payments will be made either through ECS or e-Payment.

- I. Invoice in triplicate clearly indication break up details of composite price i.e. basic, sales tax and other CENVAT-able duties and taxes, Freight /packing charges etc.
- II. Delivery Challan duly acknowledged by consignee (in original.)
- III. Supplier certificate for dispatch/Lorry Receipt.
- IV. Excise Gate pass/Invoice for goods manufactured in India.
- V. Inspection certificate of Inspecting Authority.
- VI. Consignee receipt.
- VII. Warranty, ED and ST/VAT certificates.
- VIII. Proof of payment of Octroi/Entry Tax etc., if any
- IX. Bill of entry in respect of goods imported in India.
- X. Packing Slip(in Triplicate)
- XI. Bank details for payment through ECS/e-payment.
(a) A/C No., (b) Name of the Bank, (c) Branch Address,
(d) Bank Code/MICR No. (e) Type of A/C No. SB/Current/OD.

5. NDMA shall deduct TDS and Cess charges from the contractor's bills. As applicable from time to time.

- 6 Security Deposit:** The successful tenderer shall be required to deposit the ordered value of the work award as security deposite.

7. Making of BIDS

- a) Bids along with documents as indicated above shall be submitted in the format prescribed by NDMA. The supporting documents shall be suitably attached along with the format.
 - b) Tender Opening; Tender will be opened by the designated tender opening committee of NDMA
8. The NDMA will not pay any interest on the earnest money deposit or the security deposit.
- 9.. NDMA also reserves the right to forfeit Earnest Money/ Security deposit, if the tenderer, after accepting the contract, fails to comply with any of the terms and conditions set out here or in the contract agreement, which may be drawn up as consequence of acceptance of tender. In such circumstances the right to cancel the tender/contract rests with the NDMA.
10. Bid shall remain valid for 180 days from the day of opening of bids. A bid valid for a shorter period shall be rejected being non-responsive..
11. Price To Be Quoted: : Rate for supply of SMS BURST equipment are to be quoted in the annexure of financial bid.

Instructions to Bidder

The conditions applicable for this Tender are :-

Tender bids shall be opened on 30.11.2011 at 15-30 Hrs. on the same date i.e. 30-11-2011. The representatives of the bidders may attend the bid opening at NDMA premises along with letter of authorization for attending bid opening at above address.

1. Warranty including for spare parts

The supplier shall warrant that the stores to be supplied shall be new and free from all defects and faults in material workmanship and manufacturing and shall be of the highest grade and consistent with the established and generally accepted standards of material of the type ordered and shall perform in full conformity with the specification and drawings the supplier /contractor shall be responsible for any defect that may develop under the conditions provided by the supplier/contractor and under proper use arising from faulty. Materials, design or workmanship such as corrosion of the equipment, inadequate quantity of material to meet equipment requirements, inadequate contact protection, deficiencies in circuit design and or otherwise and shall remedy such defects at his own cost when called upon to do so by the purchaser who shall state in writing in what respect stores is faulty. This warranty shall survive inspection or payment for and acceptance of goods, but shall expire except in respect of complaints notified prior to such date or 12 (Twelve) months after the stores have been taken over. Replacement under warranty clause shall be made by the supplier free of all charges at site including freight, insurance and other incidental charges.

2. Training

The bidder shall provide training for installation and maintenance staff of the purchaser free of cost wherever required.

3. The bidder shall specify in his bid the number of trainees, quantum of proposed training, pre-training qualifications required of the trainees and duration of the proposed training.

The bidder shall provide all training material and documents.

- 4 . *COMPETENT AUTHORITY IN NDMA reserves the right to cancel any or all the tenders without assigning any reason.*

5. a) In case where the document of bid security is not submitted in the manner prescribed under clause 3 above, the techno-commercial and financial offers *SHALL NOT BE OPENED AND THE BID SHALL BE REJECTED UNOPENED.*

b) The bidder shall submit a hard copy of the bid also before the due date and time of submission of the bids. The hard copy shall be referred only in case the e-procurement system does not function properly. In the event of any discrepancy between the hard copy and the soft copy submitted online, the soft copy shall govern/prevail.

6. NDMA does not bind itself to accept the lowest tender and reserves to itself the right to reject any or all the tenders. NDMA may at his discretion to terminate the tender at any time during the validity period without assigning any reason.

7.. Acceptance of the tender will be communicated through an acceptance letter

8.. L1 will be decided based upon the bids received from the bidders for supply of SMS Sets

9. It is proposed to award whole or partly work to only one or more bidders. The decision of NDMA will be the final.

10. Penalty:-

(a) In case the bidders fails or neglect to any of his obligation under the contract, it shall be law full for the NDMA, New Delhi to forfeit the security.

11. Details of the work: -Details of work are as follows:

i) Supply of SMS BURST Equipment.

ii) Normal time of office is 9:00 AM to 6:00 PM. However in times of need the contractor should render service beyond the office hours i.e. from 6:00 PM to 9:00 PM.

iii) The contractor shall be responsible for maintenance, repairs & replacement parts free of cost during the validity of contract period. There will be no responsibility of NDMA in this regard.

**SM Abdul Faheem
US & Asstt Adv (OPS)**

CHECK LIST

Check list should also be submitted with (Yes/No) with the bid

| S.No | Documents | Page No |
|------|---|----------|
| | Documents placed at | (YES/NO) |
| 1. | EMD – The form of DD/PO/BG for Rs 5000/ BG Valid for 180 days | |
| 2. | Clause by Clause Compliance Certificate | |
| 3. | Bid Form | |
| 4. | Experience/Eligibility Clause | |
| 5. | Photocopy of PAN | |
| 6. | ST/VAT/CST Regn Certificate | |
| 7. | ST/VAT/CST Return Filled up to 31/3/2011 | |
| 8. | Name of Bank, Branch of Bank , 9 digit MICR code And A/C for E payment. | |
| 09. | Certificate of Incorporation of bidder is a company | |
| 10. | Article or Memorandum of Association or partnership deed | |
| 11. | General Power of Attorney for over of Sig case of Partnership firm/Regd Company /proprietorship Form duly notarised. | |
| 12. | Bidder financial capacity to perform the Contract such as annual report. Average financial turnover during the last 3 years. | |
| 13. | Tech and financial bid in duplicate (in separate/sealed envelopes). | |
| 14. | Manufacture Authority, Certificate Dealership/distributorship | |

(C) SUMMARY for REJECTION OF BIDS

- i Any bid, unless exempted specifically not accompanied by required Earnest Money.
- ii Any bid received unsealed without Debar Declaration.
- iii Any bid received late without conclusive proof that it was delivered before the specified closing time.
- iv Any bid in which rates have not been quoted in accordance with specified formats / details.
- v Any bid without experience certificate & Signed Tender documents.
- vi Any bid received without Turn Over Proof duly certified by Chartered Accountant.
- vii Any effect by a bidder to influence in the bids evaluation, bid comparison or contract award decision may also result in rejection of the bid.
- viii Any information submitted found to be incorrect.
- ix Any bid without TIN Number certificate.
- x Any conditional bid.
- xi. The successful tenderer(s) shall be required to deposit the Security Deposit within 10 days of acceptance of their tender.
- xii . FORMATS AND SIGNING OF BID
- xiii. The bid shall be typed or printed numbered sequentially and digitally signed by the bidder or a person or persons duly authorized to bind the bidder to the contract. An index of various documents and page no. where it is available shall be given. The Letter of Authorization shall be indicated by written power of attorney. The copy of power of attorney shall be enclosed along with the bid and original power of attorney.
- xiv. Document about experience of tender in the line of work & capacity to execute the contract successfully be attached.
- xv. If any tender is withdrawn before final acceptance of tender, the earnest money& security deposit of the tender withdrawn is liable to be forfeited.
- xvi. In case of receipt of more than one tender by same person in different name, then all tender bids other than lowest technical bids will be rejected summarily.
- xvii. The security deposit as may be fixed, must be paid within 15 days of placement of LOI, failing which the amount deposited as earnest money will be forfeited.

Signature with Tenderers
Rubber Stamp

DECLARATION

(On Rs. 10/- Non-judicial stamp paper duly attested by Notary)

_____ S/o _____ / Wife of

Sh. _____ and proprietor/ director / partner of

M/s _____ do hereby solemnly affirm and declare as under:

1. That is the sole proprietor/partner/director of M/s.
2. That I am state and declare that the above firm

M/s _____ has never ever been debarred and/or

Black listed by any department of Central Govt./state Govt./PS/Municipalities.

In case the above declaration is found to be incorrect or wrong, the contract, if awarded to the firm may be terminated immediately and the firm shall be liable to be black listed/debarred for future works/contract with NDMA rights under the law.

Signature of the Proprietor/Partner/Director
(Sh./Smt/Miss)

Station: _____

Note: The signatory should not affect any variation in the text of declaration in any other form. It shall not be acceptable and render the tenderer for penal action as decided by NDMA.

SPECIFICATION FOR SMS BURST SERVICES AND FORMAT FOR PRICE BID
AT AN ESTIMATED COST OF RS 3 LAKHS.

| <u>S/No</u> | <u>Nomenclature</u> | <u>Quantity</u> | <u>Unit (a)</u> | <u>Taxes if any (b)</u> | <u>Amount (a+b)</u> |
|-------------|---|-----------------|-----------------|-------------------------|---------------------|
| | SMS Burst services for NDMA for urgently intimating disaster warnings without any delay to key functionaries of NDMA and other stake holders. | | | | |
| 01 | Hardware Specification | | | | |
| | 2 Way Tower Server, Intel® Xeon® Quad Core Processor, E5506 (2.13 GHz)/4 GB RAM/two 146 GB SAS HDD/DVD ROM(3 Years On-Site Warranty) | 01 | | | |
| 02 | Software Specification/Associated Software Competable for both modem based and internet based SMS. | | | | |
| | SMS Bulk SMS Software | 01 | | | |
| 03 | Specification GSM gate way | 01 | | | |
| | GSM Modem | | | | |
| | Grand Total | | | | |

Signature of Tenderer
With Rubber Stamp