



**INDIAN MARITIME UNIVERSITY**  
**(A Central University)**  
**MINISTRY OF SHIPPING, GOVT. OF INDIA**  
**KOCHI CAMPUS**  
**SERA, MATSYAPURY (PO)**  
**KOCHI – 682 029**

**TENDER FOR**

**“PACKAGE – B: Supply of Uniform Accessories to the Marine Cadets  
of IMU Kochi Campus.”**

**TENDER NO: IMU/ KOC/T- 006 / 2016**

**VOLUME – I**

**TECHNICAL BID**

**Last Date for Submission : 15:00 Hrs. on 06.07.2016**

**NOTICE INVITING TENDER**

**Tender No: / IMU/ KOC/T- 006 / 2016**

Indian Maritime University-Kochi Campus, invites, sealed tenders, from the qualified suppliers for Rate contract for one year for the Package – B Supply of Uniform Accessories to the Marine Cadets of IMU Kochi Campus.

- Name of the Work** : **Package – B: Supply of Uniform Accessories to the Marine Cadets of IMU Kochi Campus.**
- Estimated Cost** : **Rs. 89,410/-**
- EMD** : **Rs 2, 682/-**
- Cost of tender document** : **Rs. 100/-**
- Sale Period** : **From 21/06/2016 to 05/07/2016.**
- Last Date for Submission** : **06/07/2016 15.00 Hrs.**
- Opening of Technical Bid** : **06/07/2016 – 15.30 Hrs.**

Detailed Tender document can be obtained from Office of The Assistant Registrar, Indian Maritime University, Kochi Campus, SERA, Matsyapuri (Post), Kochi – 682 029 during working hours on or before 05/07/2016 (last date).

**INDIAN MARITIME UNIVERSITY**  
**(A Central University, Govt. of India)**  
**KOCHI CAMPUS**

**TENDER ABSTRACT**

- 1. NAME OF WORK** : **Package – B: Supply of Uniform Accessories to the Marine Cadets of IMU Kochi Campus**
- 2. PERIOD OF SALE** : **Upto 05/06/2016 17.00 Hrs. (During working days)**
- 3. LAST DATE & TIME OF SUBMISSION** : **06.07.2016 at 15.00 Hrs.**
- 4. DATE & TIME OF OPENING TECHNICAL BID** : **06.07.2016 at 15.30 Hrs.**

Tender should be submitted in Two covers, Cover - I (Technical Bid) and Cover – II (Financial Bid). Envelopes of Technical Bid and Financial Bid should be individually sealed and then placed in a common outer cover which shall also be sealed and super scribed with the Tender Reference No. and Due Date of Submission.

## **SECTION - I: GENERAL RULES AND DIRECTIONS FOR THE GUIDANCE OF THE TENDERERS**

### **1. INTRODUCTION**

- 1.** Indian Maritime University, Kochi Campus, SERA, Matsyapuri (Post), Kochi – 682 029 (hereinafter referred to as the Employer), the 'Employer' a body established by an Act of Parliament (Indian Maritime University Act – 22 of 2008) invites tender for "**Package – B: Supply of Uniform Accessories to the Marine Cadets of IMU Kochi Campus**

#### **1.1 SALE OF DOCUMENT**

The Tender Document can be obtained from the Assistant Registrar on all working days up to **05/07/2016** at the IMU Kochi Campus Office, SERA, Matsyapuri (Post), Kochi – 682 029. The tender documents are not transferable.

#### **1.2 SUBMISSION**

The Tender shall be submitted in the prescribed format as hand delivery / by Registered / Speed Post, so as to reach the Office of **THE DIRECTOR, INDIAN MARITIME UNIVERSITY - KOCHI CAMPUS, SERA, MATSYAPURI (Post), KOCHI - 682 029 up to 15.00 Hrs. on or before 06/07/2016 .**

#### **1.3 OPENING DATE**

The Tender will be opened in the presence of authorized representatives of the bidding firms who choose to attend at **15:30 Hrs. on 06/07/2016 in** the IMU Kochi Campus Office, SERA, Matsyapuri (Post), Kochi – 682 029.

#### **1.4 SCOPE OF TENDER**

- a) The required uniform sets are of different measurement. Successful tenderer should make arrangements to take measurement of different sizes of uniforms of Male and Female students within working hours (9.30 am to 5.30 pm) at their own cost with prior permission and to deliver the stitched uniforms within the time frame stipulated in the tender.
- b) Measurements for stitching of uniforms should be completed within 10 days on intimation from university.
- c) The tenderer shall supply the stitched uniform sets of different sizes strictly as per the cloth and stitching specifications.
- d) The uniforms are to be supplied at Indian Maritime University, Kochi Campus, SERA, Matsyapuri Post, Kochi – 682 029.
- e) The tenderer shall arrange themselves all tools & tackles, machines, labour, transportation and the consumables required for stitching the uniforms.
- f) All the stitched uniforms shall have the tag of student's number and be neatly packed in transparent polythene bag. The contents of the tag should be visible outside so that without opening the polythene bag, the contents can be verified (Read /Seen).
- g) Stitching requirements:
  - i) The thread, button, canvas & lining used for stitching uniforms should be of very good quality.
  - ii) The quality of stitching should be neat and have fine finishing and the stitching should last longer atleast for a minimum period of one year.
  - iii) Good quality of zip for the trousers shall be used and such zips should last longer atleast for a period of one

year. If it fails within a period of one year, it shall be replaced and stitched free of cost by the tenderer. The Tenderer shall also provide a good quality of gripper.

- iv) Wrong measurement or exchange of measurements of students resulting in the uniforms becoming unfit to wear, shall attract replacement of new stitched uniform from the contractor at his/her own cost.
- v) Two extra buttons for the shirt, to the button strip of the shirt from inside shall be attached.

### **1.5 ELIGIBILITY CRITERIA**

- (i) The tenderer shall have minimum of One year experience in supplying of office stitched uniforms / Navy or Army cadets Uniforms in bulk to the Departments/Ministries of the Government of India/ PSUs /Corporate Sectors / Educational Institutions / any other reputed organisations.

**(Mode of Proof:** Copy of Purchase Order / Contract showing that the Bidder had in the similar business for the last three years).

- (ii) The tenderer shall not have been blacklisted by the Departments/Ministries of the Government of India/PSUs/Corporate Sectors/Educational Institutions/any other reputed organisations.

(Declaration has to be submitted by the bidder)

Documentary proof for meeting eligibility criteria shall be enclosed with the tender in original or self attested copies and shall include certificates on timely completion.

### **1.6 EARNEST DEPOSIT MONEY:**

The bidder shall have to pay the Earnest Money Deposit of Rs.2682 /- (Rupees Two Thousand Six Hundred and Eighty Two only) in the form of Demand Draft drawn in favour of Indian Maritime

University, Kochi Campus on any Indian Nationalized Bank payable at Kochi and enclose the same along with the Technical Bid (Volume – I). Tenders not accompanied by EMD shall be rejected and no other form of payment will be accepted.

The EMD of the tenderers who are not qualified under Cover-I will be returned within one month from the date of return of their unopened Cover-II.

The EMD will be refunded to all tenderers other than the three lowest technically qualified tenderers within one month from the date of opening of price bid ( Cover - II ). The EMD of the two tenderers other than the tenderer whose offer is accepted will be refunded within a period of one month after finalization of the award of contract.

The EMD of the successful tenderer will be refunded only after the remittance of security deposit in any manner as aforesaid.

The EMD will be forfeited in the following cases:

- a) If the tenderer withdraws the tender after opening; or
- b) If the successful tenderer fails to submit the Security deposit within 15 days from the date of issue of Work order.

## **1.7 THE SECURITY DEPOSIT:**

The successful bidder should pay an amount of 5% of the contract value in the form of demand draft from any nationalized bank drawn in favour of Indian Maritime University payable at Kochi. In addition, 5% will be recovered from each Running Account (RA) Bills & from Final Bill such that the total security deposit with the University will not be more than the 10% of the contract amount or actual bill amount whichever is more. IMU reserves the right to

deduct any amount due for recovery from the contractor out of the Security Deposit amount.

EMD Paid will be adjusted in which case the contractor has to pay the balance towards security deposit. The security deposit and EMD will not bear any interest thereof.

## **1.8 DELIVERY PERIOD**

The delivery period shall be for supply of uniforms and accessories within 15 days from the date of measurement taken in all respects.

## **1.9 PAYMENT TERMS**

(a) 90% payment will be made on successful supply of uniforms and accessories after certifying by authorised person.

(b) 10% of the value of work done less the EMD submitted shall be kept as security deposit for one year from the date of successful supply of uniforms and accessories.

## **1.10 DURATION OF THE CONTRACT PERIOD**

The Contract will be awarded to the successful bidder and its validity period is One year from the date of work order issued initially. It may be extended by The Director, IMU Kochi Campus one more year based on the performance of the bidder if satisfactory. The Director, IMU Kochi Campus. will have the sole discretionary power for the extension of Contract.

## **1.11 VALIDITY**

The tender shall be valid for a period of **90 Days** from the last date for submission of the tender.

## **1.12 CORRIGENDUM**

Any corrigendum is required in the tender document will be notified to those who have obtained the document.



### **1.13 CLARIFICATION / INFORMATION**

Any clarification / Information can be obtained from the Assistant Registrar at the IMU Kochi Campus.

## **SECTION II. INSTRUCTIONS TO TENDERERS**

- 2.1** Tender should be submitted in sealed tamper proof cover superscribed with the name of the work. All pages of tender documents, conditions, corrigendum if any and drawings etc. shall bear the signature of the tenderer at the lower right hand corner. The tender should bear the full signature of the tenderer or if the tenderer is partnership firm, then tender should bear the full signature of all the partners or the signature of the person holding power of attorney on behalf of such tenderer and in case the tenderer is a Pvt. Ltd. or Public Ltd., Co. by any competent / authorized person duly authorized by an official not below the rank of Director or Chief Executive or the Board. Any corrigendum or addendum will also form the part of the tender document and will have to be submitted by the tenderer along with the tender.
- 2.2** The tenderer shall quote his rate for each item mentioned in the price bid both in figures and in words and also fill up the amount column without any omission. The quoted price should be inclusive of all taxes and duties and delivery charges etc. No escalation what so ever will be allowed during the contract period.
- 2.3** In case any clarification is required, the tenderer may obtain it in writing, well in advance, from the Assistant Registrar. In any case the tenderer will be responsible to bind himself to the terms & conditions corrigendum if any, and specifications of the tender once submitted by him.

**2.4** The Tenderers are required to submit Two separate Bids i.e. - Technical and Financial, as per prescribed proforma. The Two Bids should be submitted in Two separately sealed envelopes superscribed "Package – B: Technical Bid for Supply of Uniform Accessories to the Marine Cadets of IMU-Kochi Campus" and "Financial Bid for Package – B: Supply of Uniform Accessories to the Marine Cadets of IMU-Kochi Campus". Both the above said sealed envelopes should be put in a Third envelope sealed and superscribed "Package – B: Tender for Supply of Uniform Accessories to the Marine Cadets of IMU-Kochi Campus".

**2.5 COVER-1- TECHNICAL BID SHALL INCLUDE -**

- a. Photo copy of PAN No.
- b. Photocopy of Registration with appropriate Sales Taxes authorities/TIN.
- c. Duly filled in Tender-Document including all relevant details and certificates. (Except price schedule)
- d. Turnover for last three years duly certified by a Chartered Accountant.**(duly filled in Form "A")**
- e. Experience certificate of supplier covering execution to various PSUs, Govt or other Organizations as per the eligibility criteria in the **Form –B enclosed**
- f. Samples of each items mentioned in price bid.

**2.6 COVER-2 – PRICE BID**

PRICE SCHEDULE duly filled in (both in figures and words).

**2.7** The two envelopes along with the covering letter, EMD, shall then be sealed in an outer envelope. The envelope shall contain the following:

**2.7.1 Outer Envelope**

- (a) Covering Letter;

- (b) Earnest Money Deposit;
- (c) Technical Bid Cover –1; and
- (d) Price Bid Cover – 2.

**2.8** The sealed outer envelope of Tender-bids shall be addressed to:

**THE DIRECTOR,  
INDIAN MARITIME UNIVERSITY,  
KOCHI CAMPUS,  
SERA, MATSYAPURI (Post),  
KOCHI – 682 029.**

**2.9** All communication with regard to this tender is to be addressed to the above address only.

**2.10** The completed tenders should be submitted before **15.00 Hrs. on 06/07/2016** at the above address.

**2.11** The IMU, in exceptional circumstances, and in its sole discretion reserves the right, may extend the tender due date by issuing a corrigendum.

**2.12** The tenders will be opened in the presence of the authorized representatives of the tenderers who choose to attend the tender opening at **15.30 Hrs. on 06/07/2016 at THE INDIAN MARITIME UNIVERSITY, SERA, MATSYAPURI (Post), KOCHI – 682 029.**

**2.13** The offer will remain valid for a period of 90 days from the last date for submission of tender.

- 2.14** IMU reserves the right to cancel or withdraw the tender any time. IMU also reserves the right to reject part /full of any or all tenders without assigning any reasons thereof.
- 2.15** IMU will inform the unsuccessful tenderers for refund of EMD.
- 2.16** The "TECHNICAL BID" (application to qualify) shall contain all relevant data and information as sought by the University to draw up a list of qualified agencies who can take part in the tender process and whose "FINANCIAL BID (TENDER)" can be opened.
- 2.17** All information called for in the enclosed forms should be furnished/ filled against the respective columns in the forms. If information is furnished in separate documents, reference to the same should be given against respective columns. Such separate documents shall be chronologically placed at the end of the prescribed application. If information is 'nil' it should also be mentioned as 'nil' or 'no such case'. If any particulars / query is not applicable in case of the applicant, it should be stated as 'not applicable'. However, the applicants are cautioned that not giving complete information called for in the application forms required, not giving it in clear terms or making change in the prescribed forms or deliberately suppressing the information may result in the applicant being summarily disqualified.
- 2.18** The application should be typewritten / computerized. The applicant should sign in each page of the application.
- 2.19** Overwriting should be avoided. Correction, if any, shall be made by neatly crossing out, initialing, dating and rewriting.
- 2.20** References, information and certificates from the respective clients

certifying suitability, technical knowhow or capacity of the applicant should be signed by an officer not below the rank of Class I officers or equivalent.

**2.21** The applicant may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. However the applicants are also advised not to attach superfluous / additional information beyond the requirements of the Bid. No information will be entertained after technical bid is submitted, unless it is called for by IMU.

**2.22** Documents submitted in connection with the tender will be treated as confidential and will not be returned.

### **2.23 FINAL DECISION MAKING AUTHORITY**

The employer reserves the right to accept or reject any application and to annul the qualification process / tender process and reject all applications at any time without assigning any reason or incurring any liability to the applicants.

### **2.24 PROVISIONAL QUANTITIES**

The quantity provided against each item provided in the price bid is only probable. They are liable to change and must be considered as advance information only to assist the Bidder. The quantity variation provided in the price bid are likely to vary 25% (+) or (-) for which there will not be any revision of rate whatsoever manner.

### **2.25 SAMPLES OF ITEMS**

Tenderers are required to submit the samples of each items provided in price bid along with Technical bid. In case you fail to submit the samples of the quoted items along with offer, your offer

is liable for rejection without any further correspondence. Samples must be labeled with the Tenderer's name address and according to Sl.No. of the item and brand should be specifically mentioned. The samples will be examined and accepted by the authorized person of IMU, Kochi, before price-bid opening.

#### **2.26 SETTLEMENT OF DISPUTES:**

Should any dispute arise between the Bidder and the IMU which cannot be resolved amicably through mutual negotiations, the same shall first be resolved through Arbitration, failing which in a Court of competent jurisdiction based in Kochi irrespective of the locus of the dispute.

**2.27** Conditional tender will be rejected without assigning any reason.

**2.28** The contractor shall be primarily liable to all applicable statutory payments to be made under, and for the observance of the regulations without prejudice to the University's right to be indemnified from its contractor.

#### **2.29 TERMINATION OF CONTRACT:**

The competent authority of IMU accepting the tender may without prejudice to the right against the contractor in any delay or inferior workmanship or otherwise or to any claims for damage in respect of any breaches of contract and without prejudice to any rights or remedies under the provision of this contract or otherwise and whether the date of completion has or has not elapsed by notice in writing, absolutely determines whether the contract can be terminated in any of the following cases :

a) If the contractor have been given by Director or his representative a 7 days notice to rectify, or replace any defective

work and in the opinion of Director or his representative that the contractor will be unable to complete the work and secure completion of the work by the date of completion.

b) If the contractor, being a company pass a resolution or the court shall make order that company shall be wound up or any instructions are received from Income Tax department or any Government Organization.

c) If the contractor commits breach of any of the terms and conditions of the contract then decision of The Director, IMU Kochi Campus is final.

d) If the contractor becomes insolvent, when the contractor has made himself liable for action under any of the cases aforesaid. The Director on behalf of IMU shall take action as under:

i) To terminate or annul the contract and upon such termination or rescission, security deposit of the contractor shall be liable to be forfeited and shall be at disposal of the IMU.

ii) To carry out the balance work through another agency and recover the balance amount arising out of difference between the later rate and former rate from the original selected tenderer, from any amount payable to him including Earnest Money, any bills payable, Security Deposit or any amount payable to him for any other work.

iii) To take possession, of any tools, plants, materials and stores in or upon the work or site thereof belonging to the contractor and procured by the contractor and intended to be used for execution of work and given due credit while setting account or given requisite notice to remove all such materials failing which shall take action to either remove them from the site of work at the contractor's expense or sell them by auction on account of contractor at his risk and cost.

**2.30** If the contractor violates rules and regulations of the University or damages the University property, a penalty of 0.5% of the work order amount will be recovered from their dues.

**2.31** IMU reserves its rights to divide the work among different agencies or not to execute any items in the schedule of work or to call any agency for negotiation without assigning any reason and without giving any reference to anybody and also to divide the work among two, three agencies.

**2.32** No work will be sub-letted to other agency, if found the said agency will be black listed by intimating to the other organization

**2.33** No mobilization advance will be given to the contractor.



### **SECTION III. SPECIFICATION OF MATERIALS AND WORKS**

1. The materials be supplied by the contractor shall be of the quality or sort specified and in every respect equal and answerable to the pattern or samples submitted by him for approval of the Director or his representative.
2. All materials used shall be new and no material shall be used on the work without the prior approval of the Director or his representative. The decision of the Director or his representative regarding the quality of any materials used on the work will be final and binding on the contractor. He shall remove any material rejected as unfit for use on the work at his own cost as soon as he is ordered to do so, failing which the the Director or his representative shall remove such materials and shall deduct the cost incurred by such removal by the IMU from any moneys due to the contractor.
3. All the work shall be carried out as per relevant specifications and to the satisfaction of Director or his representative.
4. The specification of all materials shall be given below.

<b>Sl. No</b>	<b>Specifications for Accessories</b>	<b>Estimated Quantity</b>	<b>Unit Rate Rs. P</b>	<b>Amount Rs. P</b>
<b>1.</b>	<b><u>White uniform peak cap with zari badge</u></b>  White rexin on top Zari badge as per sample Black cap band  Of high quality equivalent to supplies to Indian Navy	<b>10</b>		

2.	<p><b><u>Berret Cap (Navy Blue) with zari badge</u></b></p> <p>Colour Navy Blue  Material: 100% Woolen (good wool)  With Zari badge (small size) as per sample  Beret edge to have seam with tightening lace black colour.  Plastic interior, durable, moisture absorption, should not get effected by weather change specially in coastal climate.</p>	71		
3.	<p><b><u>White Nylon Belt with buckle</u></b></p> <p>White colour belt  Stainless steel/chromium plated buckle with monogram (as per sample)  Material Nylon  Durable</p> <p>Length x Breadth x Thickness: 1250 mm x 34 mm x plus 2 mm (approx)</p>	71		
4.	<p><b><u>Black Nylon Belt with buckle</u></b></p> <p>Black colour belt  Stainless steel/chromium plated buckle with monogram (as per sample)  Material Nylon  Durable</p> <p>Length x Breadth x Thickness: 1250 mm x 34 mm x plus 2 mm (approx)</p>	10		
5.	<p><b><u>Black Nylon socks in pairs</u></b></p> <p>Material 100% Nylon  Thickness of material &amp; Mass: as per ISI standard  Colour Black</p>	20		
6.	<p><b><u>White Nylon socks in pairs</u></b></p> <p>Material 100% Nylon  Thickness of material &amp; Mass: as per ISI</p>	264		

	standard Colour White			
<b>7.</b>	<b><u>White Nylon stocking in pairs</u></b> Material 100% Nylon Thickness of material & Mass: as per ISI standard Colour White with green band  Garter, as per size, elastic, 15 mm minimum width; Durable high quality	<b>20</b>		
<b>8.</b>	<b><u>Epaulettes with full strip for cadets</u></b>  As per sample Colour Black Material Inside PVC, Outside lining Cotton Underlining white cotton With laces (as per sample) Brass button with brass ring Brass Stars as per requirement (one star or two star or three star)  Brass anchor (as per sample)	<b>71</b>		
<b>9.</b>	<b><u>Name Plate</u></b>  Material Fibre Colour white Black letters engraved with brass safety pin attached to pass through two loops provided on uniform shirt  Size: length 3 " (pocket width) Width 20mm Thickness 2 mm	<b>71</b>		
<b>10.</b>	<b><u>Safety Helmet</u></b>  With ISI mark Material PVC Colour Yellow	<b>71</b>		

	With campus name (Example IMU-Kolkata Campus) With chin strap good quality  Helmet provide good ventilation & fitting on the head as per head size of the cadet, or adjustable as allowed for industrial use.			
<b>11.</b>	<b><u>Black terry cotton Tie with monogram</u></b>  Material Polyester / Cotton IMU Monogram stitched / printed in front	<b>71</b>		
<b>12.</b>	<b><u>Garter for Stockings</u></b> as per size, elastic, 15 mm minimum width; Durable high quality	<b>20</b>		
<b>13.</b>	<b><u>Navy Blue terry cotton Tie with monogram</u></b> Material Polyester / Cotton IMU Monogram stitched / printed in front	<b>10</b>		

#### **SECTION IV. GENERAL TERMS AND CONDITIONS**

- 1.** The Supplier should adhere to the schedule of Measurement taking as per the IMU instructions.
- 2.** The supply should be made within the stipulated time, otherwise action will be taken for alternative arrangement for supplying uniform at the risk and cost of the tenderer.
- 3.** After the supply is completed, any alterations thereof should also be executed by the tenderer.
- 4.** Only after the completed execution and certification from the end user department payment will be processed.
- 5.** Delay in supply will attract penalty at the rate of 0.5% value for every week of the delayed period subject to maximum of 10%.

6. All the materials should match with the IMU selected quality. The supplied stock will be rejected if the quality does not meet as per the specification and the sample supplied.
7. **Delivery:** The materials should be delivered at Indian Maritime University, Kochi Campus.
8. **Price:** Inclusive of all taxes and charges including delivery at IMU Kochi Campus.
9. **Delivery period:** All the accessories, shoes all dress materials should be delivered within 15 days from the date of taking the measurement of the available cadets at the Indian Maritime University Kochi. The commencement of date is within 5 days from the date of work order issued to the successful bidder.
10. The successful bidder should complete all the supplies in all respects within 15 days from the date of measurement taken of students of the IMU Kochi Campus.
11. **Packing:** All the dress materials should be in neatly ironed condition and packed in cardboard boxes set wise separately with name and Reg no. in respect of each student. A person of the firm should be present along with the IMU staff during distribution of uniform to the students.
12. Invoices should be numbered serially in the sequence as given in the purchase order to ensure clarity and accountability.
13. Your supply should be complete in all respects quantity / quality wise for each cadet and for the whole order.

## **SECTION – V: FORMS**

### **1. FORM OF TENDER**

**To  
THE DIRECTOR  
INDIAN MARITIME UNIVERSITY,  
KOCHI CAMPUS  
SERA, MATSYAPURI (PO)  
KOCHI - 682 029**

Sir,

- 1.** Having perused the Scope of tender for **Package – B Supply of Uniform Accessories to the Marine Cadets of IMU Kochi Campus for the year 2016-2017**. And we, the undersigned submit our offer to IMU and hereby specifically undertake to do the following should our tender-bid be accepted.
- 2.** We hereby undertake to furnish an Initial security deposit in the manner set-forth in the “Instruction to Tenderers” and to commence the work at site within 7 days from the date of issue of the work order.
- 3.** We undertake to enter into and execute an agreement with IMU in the prescribed format in accordance with the conditions of Contract within 15 days from the date of issue of the work order.
- 4.** Unless and until a formal agreement is prepared and executed, our tender-bid together with IMU’s written acceptance thereof, shall constitute a binding Contract between us.
- 5.** We shall and hereby undertake to abide by the terms and conditions of this tender for a period of 90 days from the day of opening of the Tender-Bids. We shall if so required, extend the validity of the offer for such period as may be mutually agreed upon.

6. We further agree that in the event of our withdrawing our tender-bid prior to the receipt of the final decision from IMU or in the event of our failing to furnish the Performance Security, in such form as prescribed in this Tender or in the event of our tender-bid being accepted and we fail to execute an agreement in the prescribed format within 15 days from the date of issue of work order to commence work, then the EMD submitted along with our tender-bid shall stand forfeited without requiring the performance of any further act whatsoever by IMU.
7. We are aware and acknowledge that IMU is not bound to accept the lowest or any tender that IMU may have received.
8. Should our tender-bid be accepted, we find ourselves to be wholly and solely responsible for the due performance of the Contract.
9. Should our tender-bid be accepted, we undertake to perform the work of tender for **Package – B Supply of Uniform Accessories to the Marine Cadets of IMU Kochi Campus for the year 2016-2017** at the price quoted in the Tender-bid during the stipulated Contractual period from the date of the execution of the Contract and strictly abide by the conditions of the Tender.

**Dated at Kochi this .....day of.....2016.**

Signature in the capacity of duly authorized to sign the tender-bid for and on behalf of .....

**(IN BLOCK CAPITALS)**

**WITNESSES:**

**1)**

**(2)**

**Address:**

**2. FORM OF POWER OF ATTORNEY**

**Dated:** .....

**POWER OF ATTORNEY**

**To whom so ever it may concern**

Mr..... (Name of the person along with father/husband's name, residing at ..... (address), acting as ..... (Designation and name of the Firm/Company), and whose specimen signature is attested below, is hereby authorized on behalf of ..... (Name of the Firm/Company) to provide information and respond to enquiries, etc. for **Package – B Supply of Uniform Accessories to the Marine Cadets of IMU Kochi Campus for the year 2016-2017**. The said Mr/Ms.....is hereby further authorized to sign and submit relevant documents on behalf of the Firm/Company in respect of the above.

**(Attested Signature of Mr.....)**

**For..... (Name of the Firm/Company)**

**Attested by Notary Public**



## **SECTION – VI: TECHNICAL BID**

*(First sheet shall be on the letter head and all pages have to be authenticated at the bottom)*

- (1) Address proof for having office / firm / shop in any part of Indian Territory

Yes/No.

- (2) Whether having the minimum three years of experience in tailoring / stitching work and supplying of office uniforms / Students uniforms / Navy or Army cadets Uniforms in bulk to the Departments/Ministries of the Government of India/ PSUs /Corporate Sectors / Educational Institutions / any other reputed organisations.

Yes/No.

(a) Available at which page number of Bid Document:

- (3) Whether the bidder has carried out and completed similar works to Ministries of the Government of India/ PSUs /Corporate Sectors / Educational Institutions / any other reputed organisations during last 3 years.

<b>Sl. No .</b>	<b>Description of the work</b>	<b>Name of the client</b>	<b>Name, Address &amp; Contact No. of the Client for whom the work was carried out</b>	<b>value of the work</b>	<b>Period of the work</b>	<b>Mode of Proof</b>	<b>Available at which page of the document</b>
<b>1</b>							
<b>2</b>							
<b>3.</b>							

- (4) Whether the Bidder has been debarred or black listed by any Government Department / agency in the past 3 (three) years on account of fraudulent or corrupt practices or inefficient/ineffective performance?

Yes / No

### **DECLARATION**

I/We certify that all the particulars furnished above are true and correct and based on documentary evidence, and that I/we understand that if any of the above particulars is found to be false or misleading, our bid is liable to be summarily rejected at any stage and my/our company is liable to be blacklisted/debarred by IMU for at least 3 years.

**Date:**

**Place:**

**Signature with Seal of Authorised Signatory**