

TENDER FOR SUPPLY OF DRY PROVISION
AT INDIAN MARITIME UNIVERSITY-MUMBAI CAMPUS
NAVI MUMBAI
TENDER PERIOD: FROM: 01.11.2016 TO: 31.10.2017



TENDER No: IMU/2016/0002

Issued To,

Cost of Tender Form /Document	Rs.500/- (Rupees Five Hundred only) per tender should be drawn in the form of Demand Draft / Pay Order in favour of "IMU, Mumbai Campus" payable at Mumbai or Navi Mumbai
Issue of Tender Document	1000 Hrs 20/09/2016 to 1100 Hrs 14/10/2016
Last Date/Time of submission of the Tender	1430 hrs on 14/10/2016
Date and Time of opening of the Technical Bids	1400 Hrs on 17/10/2016, IMU Mumbai Campus
Date and Time of opening of the Financial Bids	1400 Hrs on 24/10/2016, IMU Mumbai Campus

All bidders are requested to visit IMU Mumbai Campus website: www.imumumbai.com for regular updates.

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INSTRUCTIONS TO THE BIDDERS

1. Terms and Conditions:

- i. Tenders are invited by the Deputy Registrar (Admin.), IMU, Mumbai Campus, Karave, Nerul, Navi Mumbai- 400706 for and on behalf of IMU for supply of Dry Provision as per attached Annexure A in the technical bid of tender documents.
- ii. Tender documents consisting of Technical & Financial Bids shall be submitted by the bidders in two separate sealed envelopes, Cover –I named 'TECHNICAL BID' and Cover –II named 'FINANCIAL BID', latest by 1430 hrs on 14/10/2016. Both the above said Sealed Covers i.e. Cover –I & Cover –II be then put in another separate big cover (Cover–III) and properly wax sealed.
- iii. Bids should be forwarded by Bidders under their original memo / letter pad inter alia furnishing details like TIN number, VAT/CST number, Bank address with EFT Account if applicable, etc and complete postal & e-mail address of their office.
- iv. Sealed bids should be dropped in the Tender Box at First Floor, Administrative Building, IMU Mumbai Campus, Nerul, Navi Mumbai 400 706 or sent by registered post in the address mentioned for communication below and to reach this office by due date i.e 1430 hrs on 14/10/2016. Late tenders will not be accepted in any circumstances and no responsibility will be taken for any postal delay or non-receipt/non-delivery of the bid documents.
- v. A bidder may modify or withdraw his bid after submission provided that the written notice of modification or withdrawal is received by this office prior to deadline prescribed for submission of bids. No bid shall be modified after the deadline for submission of bids and expiration of the period of bid validity specified. Withdrawal of a bid during this period will result in Bidder's forfeiture of bid security.
- vi. The technical bids of the tender shall be opened by a committee nominated by the Director, IMU, Mumbai Campus in the presence of the authorised representatives of the bidders, if present, at 1400 Hrs on 17/10/2016 in the office of the Deputy Registrar (Admin), IMU Mumbai Campus.
- vii. The technical bids, which do not contain full information and documents called for, shall be rejected. The financial bids of only those bidders shall be opened, whose technical bids pass scrutiny. The technical specifications mentioned here are minimum specification and bids with higher specifications are also admissible.
- viii. The financial bids of the tender shall be opened by a committee nominated by the Director, IMU, Mumbai Campus in the presence of the authorized representatives of the bidders, if present, at 1400 Hrs on 24/10/2016 in the office of the Deputy Registrar (Admin.), IMU, Mumbai Campus Nerul, Navi Mumbai 400 706.
- ix. The bidders shall submit all details, documents etc. as

required in the tender document duly signed on each page. In case bidder fails to do so, IMU, Mumbai Campus reserves the right to reject the tender without seeking any further clarification. All the pages should be serially numbered. The total number of pages should be mentioned in the forwarding letter.

- x. The bidder shall submit the copy of the tender document and addenda thereto, if any, with each page signed and stamped to confirm the acceptance of the entire terms and conditions of the tender.
- xi. All communications with regard to this tender to be addressed to

The Deputy Registrar,
Indian Maritime University
Mumbai Campus,
Karave, Nerul,
Navi Mumbai - 400706
Tel:022-27706809
Fax:022-27716805
Email: dradmin.mumbai@imu.ac.in

- xii. IMU, Mumbai Campus at its sole discretion reserves the right to extend last date of submission of tender i.e. 14/10/2016 and the same shall be updated in IMU Mumbai Campus website and all bidders are requested to visit the website for latest updates.
- xiii. IMU, Mumbai Campus reserves the right to annul the bidding process at any time without any liability for such annulment, without assigning any reason there to.
- xiv. IMU, Mumbai Campus reserves the right to invite revised tenders with or without amendment at any stage without any liability for such invitation and without assigning any reason thereof.
- xv. IMU, Mumbai Campus shall notify the successful bidder through Registered letter/ speed post / fax / e-mail or in person confirming that their offer has been accepted. IMU Mumbai Campus will issue an Award Letter to the successful bidder. This Award Letter shall indicate the items & quantity to be supplied by the bidder and the amount which IMU, Mumbai Campus shall pay to the successful bidder in consideration of the execution of the contract by them.
- xvi. The cover letter placed at Annexure B is to be submitted along with tender document.
- xvii. Upon receipt of the Award Letter by the Contractor, he shall prepare two sets of the Agreement as per Annexure – 'I' of the tender documents at the earliest without any delay and complete all the formalities and submit the same to IMU, Mumbai Campus duly executed on stamp paper for value of Rs.200/- (Rupees Two Hundred only) within 07 days from the date of receipt of

Award letter. The agreement should be submitted by the contractor along with the required security deposit. One set of the agreement will be returned to the Contractor after the signature of authorized signatory of IMU Mumbai Campus.

- xviii. Prices quoted by the bidders should include all local taxes, VAT, duties, levies, transportation costs considering free delivery at the campus.
- xix. Quoted rates must be valid for one year from the date of first purchase order.
- xx. If successful bidder fails to enter into contract within 7 days, next successful bidder will be called.
- xxi. Successful bidder will nominate a Officer/Manager as single point of contact to IMU Mumbai Campus to promptly address the issues raised by the Campus.
- xxii. Items found inferior/stale/below standard/not up to the mark by the Mess Committee/Purchase Committee will be returned and the successful bidder will replace the same within 24 hours.
- xxiii. Samples with the brand name must be supplied with the quotation. Failure to comply with this requirement will result in rejection of the Tender.
- xxiv. Preference will be given to the firm quoting for all items.
- xxv. The estimated value of tender for one year is Rs.80 lakhs approximately.
- xxvi. Tender Committee reserves the right to award the tender on itemwise basis, Group items basis OR on the grand total (one party basis)

2. Deposits , Guarantee and damages

i. Earnest Money Deposit (E.M.D)

Earnest Money Deposit (E.M.D): Rs.1,60,000/- (Rupees one lakh, sixty thousand Only) by way of D.D./P.O in favour of IMU, Mumbai Campus payable at Mumbai or Navi Mumbai to be submitted to Dy. Registrar (Administration), IMU, Mumbai Campus along with Technical Bid.

The bids of the bidder, who fail to submit E.M.D, shall be summarily rejected.

The EMD of the bidders, who are not qualified under the technical bid, shall be returned after finalisation of tender.

The EMD will be forfeited in the following cases :-

- a) In case the bidder withdraws his tender once submitted.
- b) If the successful bidder fails to enter into a contract/agreement within 07 (seven) days from the date of receipt of Award letter.

ii. Security Deposit:

The successful bidder shall, within 15 days from the date of receipt of Award Letter, deposit with IMU Mumbai Campus a sum equal to 3% of the value of the accepted tender, in the form of Demand Draft / Bank Guarantee from any Nationalized bank/Scheduled bank, failing which IMU-Mumbai Campus may at its discretion cancel the Award Letter and forfeit the earnest money deposit furnished along with the tender.

The security deposit amount of 3% of the contract value so deposited, will be refunded within 30 (thirty) days from the date of completion of contract as per tender document.

In case security deposit amount falls short on subsequent order, the bidder must deposit the differential amount of Security deposit within 10 days of subsequent order. Security Money will not carry any interest.

iii Cancellation of order/forfeiture of Security Deposit, Risk purchase clause:

In the event of failure to deliver the items within the stipulated date/period in accordance with the specification, IMU-Mumbai Campus reserves its right: -

- To cancel the order
- To forfeit the security deposit
- To procure the materials or equivalent material from alternative sources at the vendors risk, responsibility and cost. Any extra cost incurred in the procurement of the material from the alternative source will be recovered from Security Deposit/Bank Guarantee as referred to earlier and if the value of the materials under risk purchase exceeds, the amount of Security Deposit/Bank Guarantee, same may be recovered, if necessary, by due legal process.

iv Time Period for Supply of Dry Provision:

Within 10 calendar days from the date of receipt of Purchase Order, the Contractor shall supply all items as specified in the award letter. Thereafter, within 05 calendar days for each subsequent order after receiving written request from IMU Mumbai Campus.

v. Settlement of Disputes:

The Bidder shall make request in writing to the Director, IMU, Mumbai Campus for settlement of any dispute within 30 (thirty) days of arising of the cause of dispute, failing which no disputes/claims shall

be entertained by the IMU, Mumbai Campus. The decision of the Director, IMU Mumbai Campus will be final and binding on the parties.

Jurisdiction: The Court of Mumbai in the State of Maharashtra only will have the jurisdiction to deal with and decide any legal matters or disputes what-so-ever arising out of this contract.

vi. Payment of bills:

After delivery of items against invoice duly verified by IMU. Each bill should be attached/supported by the delivery challan. No advance payment shall be considered.

vii. Advance Payments

Not Applicable

3. PRE-QUALIFICATION CRITERIA

- i. The bidder should not have been blacklisted by the department / Ministries of the Government of India / PSUs / corporate Sectors / Educational Institutions / any other reputed organizations. (Notarized Affidavit has to be submitted by the bidder)
- ii. The bidder should submit copy of valid Trade License, PAN and Sales Tax/ VAT Registration No. with the Technical bid of Tender documents.
- iii. The bidder should submit the Income Tax return for last three previous years ending 31st March 2015 with the Technical bid of Tender documents.
- iv. The bidder should submit one of the following: -
 - i. Proof of Registration of the bidder under relevant law such as Companies Act, and /or Shop & Establishment Act.
 - ii. For Partnerships firms, full name and address of each partner alongwith the certified copy of the registered partnership deed, copy of Trade License.
 - iii. For proprietorship firms, full name and address of proprietor alongwith the copy of trade license.
- v. The bidder must have an annual turnover of minimum Rs. 1,00,00,000/- (Rupees One Crore only), during the last preceding three years. The details be furnished by the bidder in the technical bid giving the audited profit & loss account and balance sheet for last

three years ending 31st March 2015. It should be duly attested by the bidder's Chartered Accountant.

- vi. The Bidder should have successfully implemented during 2012-13, 2013-14 and 2014-15 each, similar orders of value of 80% contract value for single work and 60% contract value for two works and 40% contract value for three similar works.

[Mode of proof: Copy of Purchase Order/Contract for providing 'Award of Work'. Copy of Completion Certificate'/Final Invoice/Letter indicating return of Security Deposit for providing satisfactory 'Completion of Work'. Should be furnished for each of the 2 Projects.

4. SCOPE OF WORK

To supply dry provision as per the quality prescribed and as per the list attached at Annexure 'A'.

5. PERIOD OF CONTRACT: From 01.11.2016 TO 31.10.2017, extendable by one year based on satisfactory performance of bidder

Note : No alteration should be made by the tenderers. In the case of items in standard packing of certain specified weights the price of those items may be converted into per kilogram while quoting. The rates quoted should be for units and brands specified .Wherever more than one brands are mentioned, the bidders are required to provide quote for **ANY ONE** brand as per their choice.

Sl.No	Items	Approx. requirements during the period	Unit
1.	Curry stuff whole * (chilly, coriander, turmeric, tamarind, etc.) Agmark/FSSAI/ISI mark	600 Kg.	Kg.
2.	Curry stuff powder * (chilly, coriander, turmeric, tamarind, etc Agmark/FSSAI/ISI mark	600 Kg.	Kg.
3.	Samber Powder (Milan/Everest /MDH)*	60 Kg	Kg.
4.	Chilly Bedki (whole) *	250 kg	Kg.
5.	Cardamon * (Elaichi)	25 kg.	Kg.
6.	Black Elaichi *	10 Kg	Kg
7.	Cinamon * (Dalchini)	40 kg.	Kg.
8.	Black pepper*	20 kg.	Kg.
9.	Clove* (Lavang)	20 kg.	Kg.
10	Hing *	30 kg.	Kg.
11	Jeera* Agmark/FSSAI/ISI mark	120 kg.	Kg.
12	Garlic (lasoon)*	550 kg	Kg.
13	Mustard seeds*	100 kg	Kg.
14	Tej patta *	15 kg	Kg.
15	Methi *	25 kg	Kg.
16	Soda Bicarbonate (eating soda) *	5 kg	Kg.
17	Food colour (Bush) *	20 tins	Tin of 100 gms
18	Souf*	50 kg	Kg.
19	Refined sunflower oil - GODREJ/ SUNDROP/SWEEKAR/FORTUNE/NATUREFRESH/ SAFFOLA	12000 Ltrs	Tin of 15 Ltr
21	Rice (SURTI KOLAM) *	30000	Kg
22	Rice (Basmati) * (PATANJALI/ LAL QUILA/ INDIAGATE)	100	Kg.
23	Sugar 1 ST QUALITY (M-30) *	10000 kg.	Kg.
24	Flour, wheat (ASHIRWAD/ PILSBURY/ SHAKTI BHOG/PATANJALI)	12000 kg.	Kg.

25	Flour (maida) white Agmark/FSSAI/ISI mark	100 kg.	Kg.
26	Gram flour * (SHAKTI BHOG/ FORTUNE / RAJDHANI)	600 kg.	Kg.
27	Corn Flour * Agmark/FSSAI/ISI mark	100 Kg	Kg
28	Samolina (Wheat Suji) Agmark/FSSAI/ISI mark	500 kg.	Kg.
29	Gram (whole) Chana Kabuli dry *	2000 kg.	Kg.
30	Gram (whole) Chana *	2000 Kg	kg.
31	Vatanas dry * (Green)	1000 kg.	Kg.
32	Moong whole *	600 kg	Kg.
33	Masoor whole *	600 kg.	Kg.
34	Masoor dal *	3500 kg.	Kg.
35	Chana dal *	1000 kg.	Kg.
36	Toor dal *	3500 kg.	Kg.
37	Urid dal *	2000 kg.	Kg.
38	Moong dal *	3500 kg	Kg.
39	Rajma Dry*	600 Kg	Kg.
40	Beans Dry (Chawli)	400 Kg	Kg
41	Poha (Jada Poha) Agmark/FSSAI/ISI mark	500 Kg	Kg
42	Nutrela (Agmark/FSSAI/ISI mark)	500 Kg	Kg
43	Sabudana*	400 Kg	Kg
44	Boondi Unflavoured	200 Kg	Kg
45	Salt table IODIZED 'Captain Cook' /TATA	2000 kg	Kg.
46	Ajinamoto*	30 Kg	Kg
47	Black Pepper powder (Agmark/FSSAI/ISI mark)	5 Kg	Pkt of100 gms
48	Coffee (NESCAFE/BRU)	100 kg	Pkt of 1 kg.
49	Tea – BROOKBOND/ SOCIETY/TATA /TAJ	1000 kg.	Pkt. of 1 kg

50	Custard powder BLUE BIRD/PILSBURY/TOPS/BROWN AND POLSON	60 kg.	Kg.
51	Corn flakes KELLOGS/ GOLDEN CRUNCH/ PATANJALI	2000 kg.	Kg.
52	Noodles (HAKKA) CHINGS/ LEONG	1500 kg.	Kg.
53	Pickles – Mango, lime, chilly & mixed MILAN/ PRIYA/KISSAN (in sealed containers)	250 kg.	Kg.
54	Papads masala ‘LIJJAT’/MILAN assorted, udad’ pepper’ garlic’ etc.	400 Kg.	Kg.
55	Vinegar (Agmark/FSSAI/ISI mark)	300 bottles	Bott. of 750 ml.
56	Jam MAPRO/KISSAN/ NOGA	2000 Kg.	Kg.
57	Tomato ketchup ‘KISSAN’/‘MAGGIE	250 kg.	Bott of 1 kg.
58	Vermicelli, HAATHI/ PATANJALI/ MTR/ BAMBINO	200 kg.	Kg.
59	Soya Sauce (Agmark/FSSAI/ISI mark)	150 bottles	Bott.of 700g.
60	Red/Green chili Sauce (Agmark/FSSAI/ISI mark)	150 bottles	Bott.of 700g.
61	Glucose - Parle /sunfeast/patanjali/britannia	300 kg.	Kg.
62	Marie- Parle /sunfeast/patanjali/ britannia	300 kg.	Kg.
63	Coconut crunches - Parle /sunfeast/patanjali/britannia	300 kg.	Kg.

* Samples must be supplied with the tender. Failure to comply with this requirement will result in rejection of the Tender.

Name

Signature

Seal

ANNEXURE –B COVER LETTER FORMAT (In letter head)

TENDERERS PARTICULARS FOR TENDER NO:

The Director
Indian Maritime University, Mumbai Campus,
Nerul, Mumbai.

Sir,

Being duly authorized to represent and act on behalf of _____ hereinafter called "The Tenderer" and having visited the site and examined the Scope of work, Conditions of Contract, Specifications, Schedules and Bill of Quantities for the work of "TENDER FOR SUPPLY OF DRY PROVISION AT INDIAN MARITIME UNIVERSITY-MUMBAI CAMPUS, KARAVE, NERUL, NAVI MUMBAI – 400706"

I/ we here by submit my/our offer as follows:

a) Technical Bid– Annexure C (in separate sealed cover along with EMD of Rs. 1,60,000/- & other documents) (Cover I)

(b) Financial Bid–Annexure D (in separate sealed cover) (Cover II)

2. The two sealed covers containing technical bids and financial bids referred to above have been put in main cover (Cover III) as required.

3. I/We hereby undertake to abide by various terms and conditions contained in your TENDER No: IMU/2016/0002(Copy, duly signed, enclosed).

We understand that IMU Mumbai Campus reserves the right to,

- a) Amend the scope of tender
- b) Reject or accept any tender including the lowest, cancel the tender process and reject all tender.
- c) We agree that the IMU Mumbai Campus will not be liable for any such action and will be under no obligation to inform the Tenderer of the

grounds for such action.

d) I/We also certify that the details furnished in the bids, various enclosures and other documents are true and correct.

4. I/We also express my/our willingness to sign the contract incorporating the Standard terms and special conditions of the contract as contained in the Tender.

Yours Sincerely

(Signature of the Owner/ Bidder/ Authorised signatory and please indicate capacity which signed Viz. on own behalf or as Power of Attorney or Authorised signatory of the owner. Please also include the contact No. and address in the Place)

Note: -Please put this offer letter in Cover I (containing Technical Bid) along with other required documents.

ANNEXURE – C FORMAT FOR TECHNICAL BID AND TECHNICAL COMPLIANCE SHEET

TECHNICAL BID FOR TENDER FOR SUPPLY OF DRY PROVISION AT INDIAN MARITIME UNIVERSITY- MUMBAI CAMPUS

The Technical Bid should consist of the documents duly filled in the sequence given below: (Bidder to write Yes/No in column below)

Description	Yes /No
Covering letter as per Annexure – B	
Index page giving details of contents and page numbers	
Eligibility Criteria evaluation (Along with all documents in serial order) Annexure- E	
Declaration regarding Blacklisting/Debarring Annexure –F	
Details regarding similar Orders Annexure- G	
Details regarding Annual Turnover Annexure- H	
Blank tender document signed & stamped on each page.	

FINANCIAL BID (To be provided in a separate envelope)

Note.. No alteration should be made by the tenderers. In the case of items in standard packing of certain specified weights the price of those items may be converted into per kilogram while quoting. The rates quoted should be for units and brands specified. Wherever more than one brands are mentioned, the bidders are required to provide quote for **ANY ONE** brand according to their choice.

Sl. No	Items	Approx. requirements during the period	Unit	Brand Name	Rate per unit Rs.	Total amount (Rs.)	Remarks
1.	Curry stuff whole * (chilly, corrainder, turmeric, tamarind, etc.) Agmark/FSSAI/ISI mark	600 Kg.	Kg.				
2.	Curry stuff powder * (chilly, corrainder, turmeric, tamarind, etc) Agmark/FSSAI/ISI mark	600 Kg.	Kg.				
3.	Samber Powder (Milan/Everest /MDH)*	60 Kg	Kg.				
4.	Chilly Bedki (whole) *	250 kg	Kg.				
5.	Cardamon * (Elaichi)	25 kg.	Kg.				
6.	Black Elaichi *	10 Kg	Kg				
7.	Cinamon * (Dalchini)	40 kg.	Kg.				
8.	Black pepper*	20 kg.	Kg.				
9.	Clove* (Lavang)	20 kg.	Kg.				
10	Hing *	30 kg.	Kg.				
11	Jeera* Agmark/FSSAI/ISI mark	120 kg.	Kg.				
12	Garlic (lasoon)*	550 kg	Kg.				
13	Mustard seeds*	100 kg	Kg.				
14	Tej patta *	15 kg	Kg.				
15	Methi *	25 kg	Kg.				
16	Soda Bicarbonate (eating soda) *	5 kg	Kg.				
17	Food colour (Bush) *	20 tins	Tin of 100 gms				
18	Souf*	50 kg	Kg.				
19	Refined sunflower oil - GODREJ/ SUNDROP/SWEEKAR/FORTUNE/NATUREFRESH/SAFFOLA	12000 Ltrs	Tin of 15 Ltr				
21	Rice (SURTI KOLAM/) *	30000	Kg				

22	Rice (Basmati) (PATANJALI/ LAL QUILA/ INDIAGATE) *	100	Kg.				
23	Sugar 1 ST QUALITY (M-30) *	10000 kg.	Kg.				
24	Flour, wheat (ASHIRWAD/ PILSBURY/ SHAKTI BHOG/PATANJALI)	12000 kg.	Kg.				
25	Flour (maida) white Agmark/FSSAI/ISI mark	100 kg.	Kg.				
26	Gram flour * (SHAKTI BHOG/ FORTUNE / RAJDHANI)	600 kg.	Kg.				
27	Corn Flour * Agmark/FSSAI/ISI mark	100 Kg	Kg				
28	Samolina (Wheat Suji) Agmark/FSSAI/ISI mark	500 kg.	Kg.				
29	Gram (whole) Chana Kabuli dry *	2000 kg.	Kg.				
30	Gram (whole) Chana *	2000 Kg	kg.				
31	Vatanas dry * (Green)	1000 kg.	Kg.				
32	Moong whole *	600 kg	Kg.				
33	Masoor whole *	600 kg.	Kg.				
34	Masoor dal *	3500 kg.	Kg.				
35	Chana dal *	1000 kg.	Kg.				
36	Toor dal *	3500 kg.	Kg.				
37	Urid dal *	2000 kg.	Kg.				
38	Moong dal *	3500 kg	Kg.				
39	Rajma Dry*	600 Kg	Kg.				
40	Beans Dry (Chawli)	400 Kg	Kg				
41	Poha (Jada Poha) Agmark/FSSAI/ISI mark	500 Kg	Kg				
42	Nutrela (Agmark/FSSAI/ISI mark)	500 Kg	Kg				
43	Sabudana*	400 Kg	Kg				
44	Boondi Unflavoured	200 Kg	Kg				
45	Salt table IODIZED 'Captain Cook' /TATA	2000 kg	Kg.				
46	Ajinamotto*	30 Kg	Kg				

47	Black Pepper powder (Agmark/FSSAI/ISI mark)	5 Kg	Pkt of 100 gms				
48	Coffee (NESCAFE/BRU)	100 kg	Pkt of 1 kg.				
49	Tea – BROOKBOND/ SOCIETY/TATA /TAJ	1000 kg.	Pkt. of 1 kg				
50	Custard powder BLUE BIRD/PILSBURY/TOPS/BROWN AND POLSON	60 kg.	Kg.				
51	Corn flakes KELLOGS/ GOLDEN CRUNCH/ PATANJALI	2000 kg.	Kg.				
52	Noodles (HAKKA) CHINGS/ LEONG	1500 kg.	Kg.				
53	Pickles – Mango, lime, chilly & mixed MILAN/ PRIYA/KISSAN (in sealed containers)	250 kg.	Kg.				
54	Papads masala 'LIJJAT'/MILAN assorted, udad' pepper' garlic' etc.	400 Kg.	Kg.				
55	Vinegar (Agmark/FSSAI/ISI mark)	300 bottles	Bott. of 750 ml.				
56	Jam MAPRO/KISSAN/ NOGA	2000kg	Kg				
57	Tomato ketchup 'KISSAN'/'MAGGIE	250kg	Bottle of 1 kgs				
58	Vermicelli, HAATHI/ PATANJALI/ MTR/ BAMBINO	200kg	Kg				
59	Soya Sauce (Agmark/FSSAI/ISI mark)	150 bottles	Bottle of 700gm				
60	Red/Green chili Sauce (Agmark/FSSAI/ISI mark)	150 bottles	Bottle of 700 gm				
61	Glucose - Parle /sunfeast/patanjali/britannia	300kg	Kg				
62	Marie- Parle /sunfeast/patanjali/ britannia	300kg	Kg				

63	Coconut crunches - Parle /sunfeast/patanjali/britannia	300kg	Kg				
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* Samples must be supplied with the quotation. Failure to comply with this requirement will result in rejection of the Tender.

Grand Total quote in figures (Rs.) _____

Grand Total quote in words (Rs.) _____

(The quote given in words will prevail over the figures in case of any discrepancy between figures and words)

Name

Signature

Seal

ANNEXURE – E FORMAT FOR ELIGIBILITY CRITERIA EVALUATION
(To be filled by bidder)

No	Criteria	Complied (Y/N) If No give Reasons for Non-Compliance	Supporting Documents Required
1	The tenderer shall not have been blacklisted by the department / Ministries of the Government of India / PSUs / corporate Sectors / Educational Institutions / any other reputed organizations. (Notarized Affidavit has to be submitted by the bidder)		
2	The bidder should submit copy of valid Trade License, PAN and Sales Tax / VAT Registration No. with the Technical Bid.		
3	The bidder should submit the Income Tax return for last three previous years ending 31 st March 2015 with the Technical bid of Tender documents.		
4	The bidder should submit one of the following:- i)Proof of Registration of the bidder under relevant law such as Companies Act, and /or Shop & Establishment Act. ii)For Partnerships firms, full name and address of each partner along with the certified copy of the registered partnership deed, copy of Trade License. iii)For proprietorship firms, full name and address of proprietor along with the copy of trade license.		
5	The bidder must have an annual turnover of minimum Rs. 1,00,00,000/-(Rupees One Crore only), during the last preceding three years. The details be furnished by the bidder in the technical bid giving the audited profit & loss account and balance sheet for last three years ending 31 st March 2015. It should be duly attested by the bidder's Chartered Accountant.		
6	The Bidder should have successfully implemented during 2012-13, 2013-14 and 2014-15 each, similar orders of value of 80% contract value for single work and 60% contract value for two works and 40% contract value for three similar works. [Mode of proof: Copy of Purchase Order/Contract for providing 'Award of Work'. Copy of Completion Certificate'/Final Invoice/Letter indicating return of Security Deposit for providing satisfactory 'Completion of Work'. Should be furnished for each of the 2 Projects.		

7	Earnest Money Deposit (E.M.D): Rs.1,60,000/- (Rupees One lakh and sixty thousand Only) by way of D.D./P.O in favour of IMU, Mumbai Campus payable at Mumbai or Navi Mumbai to be submitted to Dy. Registrar (Administration), IMU, Mumbai Campus along with Technical Bid		
8.	Samples must be supplied with the quotation. Failure to comply with this requirement will result in rejection of the Tender		

The bids are liable to be rejected in case of failure to comply with any of the above requirements.

Name

Signature

Seal

ANNEXURE - F Declaration regarding Blacklisting/Debarring
(On company letter head)

Ref. No. Date:

To
The Director,
Indian Maritime University, Mumbai Campus

Sub.: Declaration regarding Blacklisting/Debarring for taking part in tender.

Dear Sir,

I / We _____ Manufacturer / Partner(s)/ Authorized Distributor /agent of M/s. _____ hereby declare that the firm/company namely M/s. _____ has not been blacklisted or debarred in the past by Union / State Government or organization from taking part in Government tenders in India.

Or

I / We _____ Manufacture / Partner(s)/ Authorized Distributor / agent of M/s. _____ hereby declare that the Firm/company namely M/s. _____ was blacklisted or debarred by Union / State Government or any Organization from taking part in Government tenders for a period of _____ years w.e.f. _____ to _____. The period is over on _____ and now the firm/company is entitled to take part in Government tenders.

2. In case the above information found false I/we are fully aware that the tender/ contract will be rejected/cancelled by the Indian Maritime University, Mumbai Campus , and EMD/ Performance Security shall be forfeited.

3. In addition to the above, Indian Maritime University, Mumbai Campus shall not be responsible to pay the bills for any completed / partially completed work.

[Name & Signature] for and on behalf of M/s. _____

Note: This letter of shall be on the letterhead of the company and shall be signed by a person competent and having the power of attorney to bind the company/firm.

ANNEXURE - G DETAILS REGARDING SIMILAR ORDERS

Sl. No.	Name of the Client	Nature of Job (Enclosed Purchase Orders)	Value of Purchase Order	Date of Commencement	Date of Completion

Note:

Mode of proof: Copy of Purchase Order/Contract showing that the Bidder had conducted similar works. Work complete certificate.

Place:

Date : Signature of the Tenderer with seal

ANNEXURE - H DETAILS REGARDING ANNUAL TURNOVER

ANNUAL TURNOVER

Sl. No.	Financial Year	Annual Turnover In Rupees Lakhs
1	2012-2013	
2	2013-2014	
3	2014-2015	

Copies of the Audited Balance Sheet and Profit and Loss Account for the last three Financial Years 2012-13, 2013-14 and 2014-15 should be attached

Place:

Date : Signature of the Tenderer with seal

FORMAT OF AGREEMENT

(To be submitted on stamp paper of Rs.200/-)

IT IS THIS _____ day of _____2015 MUTUALLY AGREED between the IMU, Mumbai Campus, hereinafter referred to as "the Employer" (which expression shall mean and include their assigns and successors) on the one part AND M/s a company / incorporated under the companies Act, 1956..... having its Registered office at herein after referred to as "the Contractor" (which expression shall mean and include their permitted assigns and successors) on the other part:

WHEREAS the Employer is desirous that certain Goods and Services should be provided and certain Works be executed as per tender documents hereinafter called „The Works" and has accepted a Tender by the Contractor for the execution, completion and guarantee of such works.

NOW THIS AGREEMENT WITNESSES as follows:-

1. The following documents shall be deemed to form and be read and construed as part of this agreement, viz.,

- a) Technical and Financial bids
- b) Instructions to the Bidders
- c) Terms and Conditions of contract
- d) The work specified in the tender documents
- e) The Annexures`
- f) The Purchase Order

g) Bank Guarantee

2. In consideration of the payment to be made by the Employer to the Contractor hereinafter mentioned, the Contractor hereby covenants with the Employer to execute, complete and guarantee the Works in conformity in all respects with the provisions of the contract.

3. The Employer hereby covenants to pay the Contractor in consideration of the execution, completion and guarantee of the works the contract price at the times and in the manner prescribed by the Contract.

4. The contract shall be governed by all the conditions as described in the terms and conditions of contract, work mentioned in the tender documents and any other conditions given in the tender documents.

5. This agreement shall be governed by the laws of India and shall be subject to the Jurisdiction of the Courts in Mumbai.

IN WITNESS WHEREOF the parties hereto have caused their respective common seals to be hereunto affixed (or have hereunto set their respective hands and seals) the day and year first above written.

SIGNED AND DELIVERED

On behalf of the Contractor On behalf of Employer

Signature Signature

Name Name

Address Address

Official Seal Official Seal

Place Place

Date Date

On behalf of the Contractor On behalf of the Employer

Witness: Witness:

i) Signature

Name:

Address:

Place:

Date:

ii) Signature

Name:

Address:

Place:

Date:

i) Signature

Name:

Address:

Place:

Date:

ii) Signature

Name:

Address:

Place:

Date: