



Govt. of India
(Ministry of Home Affairs)
Office of the Registrar General, India
2/A, Man Singh Road
New Delhi –110 011

TENDER NOTICE NO. D.31013/03/2010-GS Dated 02.11.2010

Sealed Tenders are invited in two bid systems (Technical Bid in performa at Annex. I & Financial Bid in Annex. III) from national level reputed manufacturers or their authorized dealers, **fulfilling the following minimum eligibility criteria and as per the terms & conditions** for supply and fixing of following items at Office of Registrar General, India, for setting up of Library & Record Room at Sewa Bhawan, R.K. Puram, New Delhi:-

A. **Estimated immediate requirement:**

S.No.	Description of Compactors	Size	Unit with double body
(i)	SINGLE FACE FIXED DRIVEN (including Rails)	2080 (H) x 1820 (W) x 457 (D) mm	21
(ii)	SINGLE FACE MOVING DRIVEN (including Rails)	2080 (H) x 1820 (W) x 457 (D) mm	21
(iii)	DOUBLE FACE MOVING DRIVEN (including Rails)	2080 (H) x 1820 (W) x 915 (D) mm	168

B. **Likely requirement in the near future for DCOs:**

It is proposed to procure the above items in some of the Directorates of Census Operations (DCOs) located at State Capitals only, all over India in near future. Therefore, the rates quoted by bidders need to be valid for atleast one year.

ELIGIBILITY CRITERIA FOR BIDDERS: The bidders intending to participate in the tender process should fulfill the following minimum eligibility criteria:-

- Average annual turnover of the bidder should be more than Rs. 5.0 Crore during the years (2006-07, 2007-08 & 2008-09) from sales of furniture. Audited Balance Sheets and Income Tax Returns for 2006-07, 2007-08 & 2008-09 should be submitted along with the Technical Bid;
- The bidder must have undertaken and successfully completed atleast three important projects relating to providing & fixing of furniture & fixtures each valuing

₹ 50.00 lakh, during the period 2007-2010 in the offices of Government of India/State Governments/Public Sector Undertakings/any other reputed companies. Copies of such Work Orders during the above years and work completion certificates should be submitted along with the Technical Bid.

- (c) The company should be ISO 9001:2000, ISO 14001:2000 & OHSAS 18001:2007 certified. Copies of the said Certificates are to be enclosed with the Technical Bid.
- (d) The bidder should be in a position to supply and fix the required materials at the specified office within 30-45 days of the supply order.
- (e) The bidder should not have been blacklisted by any Central Government/State Government Offices/PSUs and a self certificate is to be enclosed with the Technical Bid.

DESCRIPTION: SUPPLY AND FIXING OF COMPACTORS.

2. **SCHEDULE OF OFFER:** Sealed Tenders are invited for the supply and fixing of Compactors as indicated in the attached schedule at **Annex – I & III** and as per the prescribed specifications of materials at **Annex - II**.

Note: Valuation of bids will be done on the basis of estimated quantity of materials (Schedule of Quantity) contained in Annexure-I and rates of the materials quoted by successful bidder. Also, if there is a discrepancy between the unit price (rate) and total amount that is obtained by multiplying the unit price and estimated quantity, the unit price or the total amount whichever is beneficial to the purchaser, shall be taken into consideration.

3. **AVAILABILITY OF TENDER DOCUMENT:** Tender Document can be obtained from the Office of the Registrar General India, 2-A Man Singh Road, New Delhi on payment of ₹ 500/- (non-refundable) in cash or in A/c payee Demand Draft drawn in any Nationalized Bank in favour of “ **Pay & Accounts Officer (Census)**” payable at “**New Delhi**”. The same can also be downloaded from www.censusindia.gov.in. However, in this case, the bidder is required to enclose an A/c payee Demand Draft of Rs.500/- (non-refundable) drawn in any Nationalized Bank in favour of “**Pay & Accounts Officer (Census)**” payable at “**New Delhi**” failing which the bid shall not be entertained.
4. **DUE DATE:** Due date for submission of offer is on or before **3.00 P.M. on 23.11.10** at Office of the Registrar General, India, 2-A Man Singh Road, New Delhi- 110011. Offers received after due date and time of submission shall not be considered.

The Technical Bids will be opened first on 23.11.10 at 4.00 P.M. The Financial Bids will be opened on 25.11.10 at 3.00 P.M. only in respect of those tenderers who qualify in the Technical bid. The list of technically qualified firms shall be put on office web-site www.censusindia.gov.in latest by 3.00 P.M. on 24.11.2010.

5. **OFFERS:** Intending firms should submit their Technical Bid and Financial Bid in prescribed Performa at Annexure-I & III respectively in separate sealed covers duly superscribed as “**Technical Bid for Compactors at ORGI as the case may be and should be put together in a bigger sealed cover. It should be addressed to the purchaser i.e. The Under Secretary (HQ) O/o The Registrar General, India, 2-A, Man Singh Road, New Delhi- 110011**”. If tenders are submitted by hand, then sealed envelope must indicate TENDER NO. & DUE DATE OF OPENING and shall be deposited in the

TENDER BOX provided for the purpose. If the tenders are sent by post, then tender must be sent in double covers. INSIDE COVER should have TENDER NO. & DUE DATE OF OPENING AND SEALED while OUTSIDE COVER should only bear address of the purchaser without mentioning tender number & due date of opening and need not be sealed. **TELEGRAPHIC/FAXED QUOTATIONS SHALL NOT BE ACCEPTED.**

6. **RATES:** Rates should be indicated in both FIGURES & WORDS including all charges like all taxes, loading-unloading, installation, freights etc. The rates quoted must be firm for a minimum period of one year from the opening of Financial Bid.
7. **VALIDITY:** Prices quoted must remain firm and offer should remain open for acceptance for atleast one year from the date of opening of Financial Bid.
8. **ERASING, OVER-WRITING AND CORRECTIONS:** Erasing, over-writing and corrections should be authenticated by the tenderer's signature. In case this has not been done, such offer is likely to be rejected. All pages in Technical/ Financial Bid document & its enclosures are to be signed & stamped and then be serially page numbered by the Tenderer.
9. **DELIVERY/COMPLETION SCHEDULE:** Within 30-45 days from the date of issue of Purchase Order/Job Assignment. Priority of work is to be decided by the purchaser and the successful bidder is to execute the same accordingly.
10. **LATE DELIVERY:** In case supplies are made after expiry of the delivery schedule then this office reserves the right to recover liquidated damage charges @ 0.5% of residual job value per week. However, if the supplies are not effected within a period of 45 days from the scheduled date, the purchase will be made as per the condition laid in para 11.
11. **RISK PURCHASE:** In case of failure to complete work within the stipulated schedule, as per para 9, this office reserves the right to undertake risk purchase at the cost of DEFAULTER. Any additional expenditure so incurred in undertaking risk purchase shall be recovered from the defaulter. In this context, the purchaser will reserve the right to cancel part of the order and undertake risk purchase for this cancelled quantity depending on our need.
12. **EARNEST MONEY DEPOSIT (EMD):**

EMD is to be enclosed with Technical Bid. Conditions regarding deposit of EMD are as given below:

- (a) **Bidders are required to deposit ₹ 4,00,000.00 (₹ FOUR LAKH) towards EMD in the form of Account Payee Demand Draft/Pay Order of any Nationalized/ Scheduled Bank drawn in favour of " Pay & Accounts Officer (Census)" payable at New Delhi" along with Technical Bid.**
- (b) Any bid without Earnest Money will be rejected by the purchaser as non responsive.
- (c) Unsuccessful bidder's Earnest Money will be discharged / returned as promptly as possible but not later than 30 days after the expiration of the period of bid validity prescribed by the purchaser.
- (d) The successful Bidder's Earnest Money will be returned after receipt of Performance Security from the bidder or be adjusted towards Performance Security as per the condition laid in para 13.
- (e) No interest will be payable by the purchaser on the amount of the Earnest Money.

- (f) **Failure of the successful bidder to comply with the requirement/job order shall constitute sufficient grounds for the annulment of the award and forfeiture of the EMD, in which event the purchaser may make the award to the next lowest evaluated bidder at the risk and cost of the successful bidder.**
13. **PERFORMANCE SECURITY:** The successful bidder with the job shall be required to deposit Performance Security equivalent to 10% (rounded up to next hundred) of the total value of each work order, in the form of Account Payee Demand Draft/Bank Guarantee from a Nationalized/ Scheduled Commercial Bank in favour of %Ray & Accounts Officer (Census)+ payable at %New Delhi+. For Directorate of Census Operations (Likely future requirement), the Earnest Money would commensurate with the value of the orders and will have to be deposited by the firm. Earnest Money Deposit will be refunded after receipt of Performance Security. If the Security Deposit is not paid within time specified, the Earnest Money Deposit of the bidder shall be forfeited. In such case, the ORGI shall be entitled to get the work executed from elsewhere and recover the consequential loss sustained from the bidder due to getting the work executed either through some other bidder or through the bidder selected through the process of re-tendering. The %Performance Security+shall be released by the Registrar General, India after 12 months. No interest will be payable for %Performance Security+. In the event of non-providing the services, the Performance Security shall be forfeited to the extent the services are not provided. Further, if the purchaser has to get the services from any other bidder because of failure to provide in full or part by the successful bidder, the difference in payment may be made from such amount. Also, the amount retained towards %Performance Security+is subject to forfeiture if it is found at any point of time during the period of 12 months that the materials used by the supplier are not in conformity to the accepted specification by the purchaser.
14. Payment would be released against actual deliveries on completion of work by the supplier to the satisfaction of the purchaser.
15. **SALES TAX/VAT CLEARANCE CERTIFICATE:** A copy of latest sales tax/VAT clearance certificate duly self-attested should be submitted along with offer.
16. **BANK CHARGES:** Bank charges, if any, shall be borne by the successful tenderer.
17. **DELIVERY & INSTALLATION:** The material should be properly delivered in conformity with the specification and properly installed to the satisfaction of the concerned authority.
18. **LATE OFFER:** Any offer received after due date of opening and time are not acceptable.
19. **ATTENDING TENDER OPENING:** The representative of the tenderer who wishes to attend to the tender opening is allowed to do so subject to presenting authorization letter from the tenderer.
20. **GUARANTEE/WARRANTY:** The materials should carry minimum Guarantee/Warranty for 12 months from the date of completion of work. The service warranty should be for an additional period of minimum 2 years.
21. If any complaint from any office/Ministry in Government of India or State Governments regarding non-supply or supply of poor quality materials and non-replacement of the poor quality materials to the satisfaction of purchaser comes to our knowledge, the offer will be rejected.

- 22. AWARD CRITERIA:** The purchaser shall award the Job Contract to the successful bidder whose bid has been determined to be responsive and has been determined as the lowest evaluated bid on the basis of quoted rates for the estimated quantity of materials (ANNEX-III), provided further that the bidder is determined to be qualified to perform the contract satisfactorily. The purchaser shall, however not bind to accept the lowest or any bid and reserves the right to accept any bid, wholly or in part. The purchaser at its absolute and sole discretion reserves the right to award contract to one or more than one bidders for the purposes as may be necessary or expedient. Also, the purchaser reserves the right to procure Compactors in parts or to enhance/ reduce the supply quantity, at any location, as per requirement.
- 23. PURCHASER'S RIGHT TO ACCEPT ANY BID AND REJECT ANY OR ALL BIDS:** The purchaser reserves the right to accept any bid, and to annul the Tender Process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders on the grounds for the Purchaser's action.
- 24. ARBITRATION:** Any dispute or difference arising between the ORGI and the bidder to any matter pertaining this Tender, related work order and payment shall be referred to the sole arbitration by an Arbitrator appointed by the Registrar General, India & Census Commissioner or any person nominated by him. The decision of the Arbitrator shall be final and binding on the parties subject to the proviso that the Arbitrator shall give reasoned award.

SPECIAL NOTE:

1. Any ambiguity in the offer may lead to disqualification.
2. Conditional offer shall be summarily rejected.

(Purnendu Kant)
Under Secretary (Hqrs.)
Office of the Registrar General, India
2-A, Man Singh Road, New Delhi-110011

TECHNICAL SPECIFICATION OF COMPACTOR SYSTEMS

1. **SIZE:**

S. No.	Description	Size
(i)	SINGLE FACE FIXED DRIVEN (including Rails)	2080 (H) x 1820 (W) x 457 (D) mm
(ii)	SINGLE FACE MOVING DRIVEN (including Rails)	2080 (H) x 1820 (W) x 457 (D) mm
(iii)	DOUBLE FACE MOVING DRIVEN (including Rails)	2080 (H) x 1820 (W) x 915 (D) mm

2. **DESIGN OF COMPONENTS:**

The Storage system components would be based on IS 800 / IS 801 design standards. The factor of safety would be considered as 1.67 as per standard with respect to yield stress of material used.

3. **RAW MATERIAL:**

The material used for components would be prime quality M.S./CRCA Material & confirms to IS 513 / IS 10748 / IS 1079 Grade as required and designed for such components. The construction would be made out of 0.8 thk.

4. **BASE FRAME:**

Base frame are to be fabricated from cold formed channel & angle sections of 12/14 Gauge Thick HRC material confirming to IS 10748 / IS 1079.

5. **GUIDE RAILS:**

The guide rails would comprise of solid round shaft 28 mm (Bright bar) in ground finish, press fit in to cold formed -UØchannel made from 14 G Thick material confirming to IS 10748/1079. This type of channel is then fastened with the floor by means of fasters.

6. **DRIVE MECHANISM:**

Drive Mechanism would be provided externally supported on special grade anti-friction bearings to have smooth and effortless movement. Entire mechanism is to be incorporated within the Drive cover panel provided in the front of the Unit.

- (i) Each compactor would have Cast Iron Wheels of Size:25mm square/30mm dia.

- (ii) Each wheel is to be supported with a pair of self-aligned heavy-duty pillow block bearings.
- (iii) The drive Mechanism would be comprised of sprocket & chain transmission arrangement.
- (iv) The chain would be 1/2" thick traction chain of Diamond or Rollon makes.
- (v) The drive mechanism is to be fixed on the external front side of the compactor system. The drive mechanism is to be concealed from all sides from the safety point of view.

7. **ANTI TILT & ANTI SKEW ARRANGEMENT:**

(Only for Single Face Mobile Units)

Each Single Face Mobile unit would be provided with Anti Tilt & Anti Skew arrangement on the rear side of the unit to prevent the unit from Toppling.

8. **DRIVING WHEEL:**

Driving wheel has to be specially designed steering wheel of PU moulding for strength and for best suitable in hot and cold weather. This is to be mounted on a gear box which ultimately gives a smooth movement to the system with minimum efforts.

9. **DRIVE COVER PANEL:**

The same would be made out of 22 SWG thick C.R.C.A. prime quality steel conforming to IS 513 GRD and of Box type to cover the entire drive mechanism completely.

10. **SUPER STRUCTURE:**

Super structure of the Compactor storage system would be welded type. Each component of the compactor such as shelves, front panel, end panel, Upright frame etc., shall act as an integral member of the Unit as a whole of 20 SWG.

11. **SHELVES:**

Boltless type shelves would be made of Sheet thickness of 0.8 C.R.C.A, steel conforming to 513 GRD quality steel having 8 folds each designed to carry a U.D.L. of 65 Kgs.

12. **CENTRAL LOCKING:**

System would be provided with centralized locking arrangement on the last Unit when all the Units are brought together: central lock when operated gets locked with the floor and does not allow access to the Units.

13. **ANTI RUST TREATMENT:**

All the items would be supplied duly powder coated in the manufacturers workshop. Marks if any during the transportation would be touched up at site to match the surface. All components would be given 8 stages, 7 steps anti corrosive treatment. Before carrying out powder coating pretreatment to steel surface are to be carried out such as degreasing, pickling & Phosphating. Degreasing is to be carried out by using caustic

soda at closely controlled temperature. The component after degreasing is rinsed in water. Pickling would be carried out subjecting the component to sulphuric acid solution for a specified time and washing them again with water. The degreasing and pickling are to be confirmed to requirement of IS 3194. Phosphating would be carried out by subjecting the components to a treatment in phosphoric acid tank with sodium bitrate as accelator so that a fine coating achieved. The procedure contained in IS-6005 and IS-3618 shall be adhered to. Passivation is to be done by subjecting the component to dilute chromic acid rinsing.

14. **FINAL FINISH:**

Each component of the system would be subjected to powder coating in required finish & curing through oven baking at 165° C to 200 ° C
Normally each component is to be given 50 to 60 microns powder coating thickness.
The testing of paints is to be done for various physical technical properties as per IS- 101.

15. **INDIVIDUAL UNIT LOCK:**

Each Compactor unit would be provided with individual unit locking arrangement in built into the hand wheel of the system. The unit should not move from its position when the lock is engaged during operation for total safety of the user.

16. **CENTRAL LOCKING:**

Each system would be provided with central lock to enable locking of the entire system with one key.

17. **STOPPERS:**

Each system would be provided with stoppers on either ends of the rails to prevent the Compactor unit from moving away from the rail.

ANNEX-III**PRESCRIBED PROFORMA FOR FINANCIAL BIDS**

S. No.	Description	Size	Total Unit with double body	Rate per unit (inclusive of all taxes, etc) (in ₹)	Total Amount (inclusive of all taxes, etc) (in ₹)
(i)	SINGLE FACE FIXED DRIVEN (including rails)	2080 (H) x 1820 (W) x 457 (D) mm	21		
(ii)	SINGLE FACE MOVING DRIVEN (including rails)	2080 (H) x 1820 (W) x 457 (D) mm	21		
(iii)	DOUBLE FACE MOVING DRIVEN (including rails)	2080 (H) x 1820 (W) x 915 (D) mm	168		

Total cost (including all) ₹ _____ (in words: ₹ _____)

Signature.....
Name.....
Name of the Manufacturer.....
Stamp.....