

Chapter-I
Instructions to Bidders/Contractors

(THIS TENDER SET IS NOT TRANSFERABLE)

6. All Tender documents attached with this invitation to tender including the specifications are SACROSANCT for considering any offer as complete offer, it is therefore important that Tender Acceptance Letter which is a written undertaking that all the terms and condition of the tender are understood and accepted should be signed and submitted only through e-procurement site <http://eprocure.gov.in/eprocure/app>.

7. Tenderers are advised to carefully go through all the conditions and documents attached with this tender enquiry, before uploading the e-tender.

8. All e-tender documents must be duly completed, signed by authorized signatory on each page and uploaded.

9. Tenderers must ensure this complete set is signed on each page and uploaded with their offer, as it is, without any modification/alteration.

10. In case of any difference between the conditions mentioned in schedule to e-tender and the specifications/QRs, the condition given in the specifications will be binding.

11. The tenderer can quote product/products of one OEM only.

12. Name of work : As given in Schedule

13. Tender Fee : **Rs . 500 /-**

Those who download the tender set from the CPP website must submit the cost of e-tender (non-refundable) through a Treasury challan or Bank Draft or On line (Account number 03862243390, IFSC Code No.SBIN0012267) in favour of Commandant, ARTC & S Shokhuvi, C/o 99 APO at the time of submission of e-tender. E-tender documents submitted without the cost will be rejected. (Original payment instruments in respect of tender fee and earnest money deposit are to be deposited either by person in the tender box placed in tender room of ARTC & S, Shokhuvi or by post to the Engineer Branch, ARTC & S, Shokhuvi, Pin-797115 at least one hour (i.e. time-1130hrs) prior to the time of opening of tech bids (Time-1230 hrs). Late/Delayed/Non submission of original documents would result in rejection of bid during online bid opening. Hard copy of the tender fee is to be submitted within seven days tender opening date.

14. Earnest Money : 21000.00

15. Date of issue/publishing NIT : 12 Sep 2022

16. Document download start date : 12 Sep 2022

17. Document download end date : 26 Sep 2022 at 1100 hrs

18. Last date & time for uploading of online Tender : 26 Sep 2022 at 1130 hrs

19. Technical bid : 26 Sep 2022 at 1130 hrs

20. Financial bid : Subsequently

21. Date and Time for opening of online Tender : 27 Sep 2022 at 1200 hrs

Note: The onus of ensuring that the above mentioned tender fee dispatched by post reaches the above said office address is that of the bidder/contractor.

22. A power of attorney in favour of signatory and signatories or the tenderer in case the tender is signed by a person or persons other than the actual tenderer or on behalf of a firm company and his/ her / their signature attested by Notary /Class-I Gazetted Officer.

23. Financial Stability Certificate issued during current financial year for a minimum value of appropriate class the scheduled bank where the firm is operating its current account as per Appx '5' (format attached).

24. Latest Income tax clearance certificate or exemption certificate as applicable issued by concerned authority must be produced with supporting PAN Number.

Signature of the tenderer & Stamp

Sd/- xxxx
(RP Singh)
Lt Col
Staff Officer-I (Wks)
For Accepting Officer

25. Full name and status of the person signing the tender documents must be clearly mentioned in the tender.

26. Tenderer must quote the rate in terms of **Per No/ Set/ Sqm/ Cum/ Lump sum** etc only. All taxes/other charges should be clearly indicated in the Schedule. No extra charges / taxes over and above the quoted rate in any form will be borne by the Department. The rate quoted will be firm and final and no amendment / alternation to the rate quoted in the tender will be accepted at a later date. No representation will be entertained for change in tenderer's name quoted or any other alternation in respect of any of the contracted articles / goods during the currency of the contract or if any fresh duty or tax is levied. Conditional discounts if any will not be considered and have no effect on the evaluation of tenders.

27. Paying Authority.
Pay & Account Office Assam Rifles
(Old DGAR Complex)
Laitumukhrah, Shillong – 793011

28. Director General, Assam Rifles reserves the right to cancel/reject any or all the tenders without assigning any reasons.

28. Clarification on Specifications/QR. In case any prospective bidder requires clarification(s) on technical specifications/ Qualitative Requirements (QR), the same is to be submitted online. No change in price or substance of the bid will be sought, offered or permitted. No post-bid clarification on the initiative of the bidder will be entertained.

29. **SAMPLE CLAUSE** (In case of supply of items)

Tender Samples : NOT REQUIRED WITH TENDER
(May be called for from the technically qualified tenders at TEC stage)

Advance Sample : Successful firm will be required to submit advance sample for approval.
Instructions wrt the Tender Sample:

- (i) If called for in Tender, or asked for during tender evaluation, all bidders must submit complete and full Tender Samples with complete accessories as required /offered.
- (ii) Each sample must have a card affixed to it giving particulars of
 - (a) Firms name and address.
 - (b) Tender number duly laminated.
- (iii) Tenders must ensure that the samples submitted by them fully and completely meet the QRs/Specifications as per tender/master sample.
- (iv) It will be the sole responsibility of the tenderer to make arrangements to submit the samples and ensure samples reach the concerned authority.
- (v) No assistance or documentation needed for submission of tender samples except what is stated in Tender Enquiry will be provided. It will be purchaser's discretion to accept or reject any written request in this regard, on merits.
- (vi) The cost and freight for sending tender samples will be borne by the tenderer and there will be no obligation on the part of the receiving officer/purchaser for their safe custody. In case tender samples are received after the laid down date and time for receipt, as mentioned in tender enquiry or specified later in writing, shall be rejected/ignored.
- (vii) The purchaser reserves the right to extend the date of submission of tender sample as per merit.
- (viii) Price bids of only those tenderers shall be opened whose tender samples are found to be fully conforming to the laid down QRs/Master Sample as applicable, by a Board of Officers detailed by the DG Assam Rifles.

Signature of the tenderer & Stamp

Sd/- xxxx
(RP Singh)
Lt Col
Staff Officer-I (Wks)
For Accepting Officer