



भारतीय प्रबंध संस्थान इंदौर
INDIAN INSTITUTE OF MANAGEMENT INDORE
 प्रबंध शिखर, राऊ-पीथमपुर रोड, इंदौर – 453 556
 Prabandh Shikhar, Rau-Pithampur Road, Indore – 453 556

(E-PROCUREMENT MODE ONLY)

NOTICE INVITING TENDER FOR SUPPLY OF CHEMICAL FOR WATER TREATMENT SYSTEM

Indian Institute of Management Indore invites online bids (in Two Bid System) for the Supply of Chemical for Water Treatment System

Description of Items	Qty.	Estimated Value of Tender (In Rs.)	Earnest Money Deposit (EMD)	Tender Fee (Inclusive of all Taxes)
Supply of Sodium Hypochlorite Solution	26,500 Ltr.	Rs. 8,29,300/-	Rs. 16,000/-	Rs. 500/-
Supply of Crystal Salt	36,000 Kg.			
Supply of Diammonium Phosphate Fertiliser	200 Kg.			
Supply of Urea Fertilizer	200 Kg.			

Note:

- Detailed information pertaining to the this tender such as tender document, corrigendum (if any), and any further updates will be available on the website of IIM Indore URL <https://www.iimidr.ac.in/tenders/> and Central Public Procurement Portal URL <https://eprocure.gov.in/eprocure/app>
- IIM Indore shall not be responsible for non-receipt bids due to internet issues or any other reasons.

Disclaimer: This Tender is not an offer by Indian Institute of Management Indore, but an invitation to receive an offer from the bidders. No contractual obligation whatsoever shall arise from the tender process unless and until a formal award is made and executed by duly authorized office bearers of IIM Indore.

Table of Content

SN	Section/ Annexure	Content	Page No.
1	Section-1	Schedule of Tender	3
2	Section-2	About IIM Indore	4
3	Section-3	Instruction to Bidders	5
4	Section-4	Eligibility Criteria & Online Bid Submission Procedure	6-7
5	Section-5	Scope of Work (Schedule of Requirement)	8
6	Section-6	Financial Bid	9
7	Section-7	Bid Evaluation	10
8	Section-8	General Terms and Conditions	11-12
9	Section-9	Special Terms and Conditions	13-14
10	Annexure-I	Bidder Profile	15
11	Annexure-II	Undertaking for Tender Terms & Conditions Acceptance	16
12	Annexure-III	Self-Declaration Certificate for the Clean Track Record	17
13	Annexure-IV	Work Experience	18
14	Annexure-V	Annual Average Turnover	19
15	Annexure-VI	Compliance Sheet - Technical Specification	20

Section-1: Schedule of Tender

SN	Event	Date and Time/Remarks
1	Tender Availability on Institute website and Central Public Procurement Portal	30-05-2022, 1730 Hrs. Onward
2	Bid Submissions Start	30-05-2022, 1730 Hrs.
3	Bid Submissions Close	09-06-2022, 1500 Hrs.
4	Opening of Technical Bid	10-06-2022, 1500 Hrs.
5	Opening of Financial Bid	To be updated later on CPP Portal
6	All the communication with respect to this tender shall be addressed to	Officer (Stores, Purchase and Contracts) Phone: 0731-2439630-33 Email: stores@iimidr.ac.in

Note:

1. If for any unforeseen circumstances the tender is not opened on the above date, then the next working day will be considered as tender opening date.

Section-2: About IIM Indore

With the objective of imparting high quality management education and training, the Department of Higher Education, Ministry of Education, Government of India established Indian Institute of Management Indore as Institutions of Excellence. These Institutions are recognized as premier management institutions, comparable to the best in the world for teaching, research and interaction with industries.

Established in 1996, Indian Institute of Management Indore (IIM Indore) has been a leader in the field of management education, interfacing with the industry, government and PSUs. It is promoted and nurtured by the Ministry of Education, Government of India and is an institute of national importance under the Indian Institutes of Management Act 2017. More details about IIM Indore are available on our website www.iimdr.ac.in

Section-3: Instruction to Bidders

The tender shall be submitted in accordance with the instructions mentioned in the tender documents, any bid not conforming to the instructions as under is liable to be rejected. These instructions shall form the part of the tender document.

1. For Online Bid Submission the bidders are required to submit copies of their bids electronically as per this tender on the CPP Portal using valid Digital Signature Certificates. Detailed information for submitting the online bids on the CPP Portal is available at <https://eprocure.gov.in/eprocure/app>
2. The Bidders are requested to read the tender document carefully and ensure all the compliance with instructions herein. Non-Compliance of the instructions contained in this document may disqualify the bidders from the tender process.
3. While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected. If any tenderer stipulates any condition of his own, such conditional tender is liable to be rejected.
4. IIM Indore reserves the right to accept or reject bid, and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidders.
5. The Bidder(s) may note that **ONLINE BIDS will ONLY** be accepted. All the requisite supporting documents mentioned in the bid document must be uploaded On-line on <https://eprocure.gov.in/eprocure/app>. The Bids sent through FAX, E-mail, by hand and/or by post shall not be accepted/ processed, in any case.
6. Useful information for potential bidders is available at <http://eprocure.gov.in/eprocure/app?page=BiddersManualKit&service=page>.
7. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

Section-4: Eligibility Criteria & Online Bid Submission Procedure

In order to participate in this tender, the intending bidders must fulfill the following eligibility criteria, failing which their bid will not be considered for the further evaluation process.

4.1 Eligibility Criteria (the bidders must submit the following)

1. Bidders must have the valid PAN, GST Registration and Firm/ Company incorporation certificate as on the date of submission of the bid **(Self-certified scanned PDF files to be uploaded in respective packet of Other Important Documents (OID))**.
2. Details of Tender Fees and Earnest Money Deposit (EMD), with a self-declaration for accepting the Tender Terms & Conditions mentioned in the tender documents **(As per the Annexure-II given in this tender document)**.
3. Bidders should be neither blacklisted by any Government Dept., nor is any criminal case registered / pending against the firm/ company or its owner/ partner(s)/ Director(s) anywhere in India. **A duly completed self-declaration certificate for the Clean Track Record to this effect is to be submitted as per the Annexure-III given in this tender document.**
4. The bidder should have successfully completed similar nature of work during the 7 years from the date of publication of tender, as follows:-
 - a) Three similar contracts not less than 40% of the estimated value; or
 - b) Two similar contracts not less than 50% of the estimated value; or
 - c) One similar contract not less than 80% of the estimated value.

Copy of work executed is to be submitted with the Annexure-IV given in this tender document.

5. The bidder's average annual turnover during the last three consecutive financial years i.e. 2018-19 to 2020-21 / 2019-20 to 2021-22 should not be less than **Rs. 2.50 Lakh**. **(Copy of Audit Financial Statement / Certificate issued by a Practitioner Chartered Accountant with UDIN should be enclosed along with the Annexure-V, Note: The year in which no turnover is shown would also be considered for working out the average turnover).**
6. The bidder have to submit the test certificate of the Sodium Hypochlorite Solution by the Manufacturing Agency / Lab.

4.2 Online Bid Submission Procedure

Bidder are directed to upload the required relevant documents in the respective packets as mentioned below, It is the sole responsibility of the Bidder to comply with all the supporting documents. In case of any irrelevant or non-readable files, non-submission of any of the below mentioned documents in the bid may be rejected:

4.1: Other Important Documents (OID): To be uploaded as a readable PDF File on the CPP Portal

Upload Under	Details	Supporting Documents
Packet-1	Permanent Account Number (PAN)	Self-certified scanned PDF files to be uploaded in the respective packet.
Packet-2	GST registration certificate	
Packet-3	Bidders firm incorporation certificate	

4.2: Statutory Documents: Cover-1-To be uploaded as a readable PDF File on the CPP Portal

Upload Under	Details	Supporting Documents
Packet-1	Bidders Profile	As per the Annexure-I
Packet-2	Details of Tender Fees and Earnest Money Deposit (EMD), with a self-declaration for accepting the Tender Terms & Conditions mentioned in the tender documents	As per the Annexure-II
Packet-3	A duly completed self-declaration certificate for the Clean Track Record	As per the Annexure-III
Packet-4	The bidder should have successfully completed similar nature of work during the 7 years from the date of publication of tender, as follows:- a) Three similar contracts not less than 40% of the estimated value; or b) Two similar contracts not less than 50% of the estimated value; or c) One similar contract not less than 80% of the estimated value.	As per the Annexure-IV
Packet-5	The bidder's average annual turnover during the last three consecutive financial years i.e. 2018-19 to 2020-21 / 2019-20 to 2021-22 should not be less than Rs. 2.50 Lakh .	As per the Annexure-V
Packet-6	Technical Specifications Compilation Sheet	As Per the Annexure-VI
Packet-7	A valid test certificate of the Sodium Hypochlorite Solution by the Manufacturing Agency / Lab certificate.	-

Section-5: Scope of Work (Schedule of Requirement)

1. Supply of Sodium Hypochlorite Solution

Particular	Annual Requirement	Specification
Sodium Hypochlorite Solution Tentative Delivery Schedule : Monthly Basis in 12 Equal Installments i.e. 2208.33 ltr. at Designated Location of IIM Indore)	26500 Ltr.	10% - to 12% concentration, with specific gravity 1.1 to 1.2

2. Supply of Crystal Salt

Particular	Annual Requirement	Specification
Crystal Salt Tentative Delivery Schedule : Monthly Basis in 12 Equal Installments i.e. 3000 Kg. per month at Designated Location of IIM Indore)	36000 Kg.	-

3. Supply of Diammonium Phosphate Fertiliser

Particular	Annual Requirement	Specification
Diammonium Phosphate Fertiliser Tentative Delivery Schedule : Every 3 months in 4 Equal Installments i.e. 50 Kg. every quarter at Designated Location of IIM Indore)	200 Kg.	-

4. Supply of Urea Fertilizer

Particular	Annual Requirement	Specification
Urea Fertilizer Tentative Delivery Schedule : Every 3 Months in 4 Equal Installments i.e. 50 Kg. every quarter at Designated Location of IIM Indore)	200 Kg.	-

Please note that the above mentioned requirement are tentative, which may vary during the contract period. Actual schedule of requirement will be communicated by the concerned office after the placement of order.

The bidder should quote for all items / quantities, as part bidding is not allowed.

Section-6: Financial Bid

The Financial Proposal/Commercial bid format (BoQ) is provided as BoQ along with this tender document at <https://eprocure.gov.in/eprocure/app>

- i. Bidders are advised to download the BoQ.xls as it is and quote their offer/rates in the permitted column and upload the same in the commercial bid.
- ii. Bidder shall not tamper/modify the downloaded price bid template (BoQ) in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD (if any) shall be forfeited.
- iii. Bidders are advised to quote the offer FOR IIM INDORE (inclusive of all charges and expenditure required to be incurred by the bidder for the supply as per the bid document excluding GST. Only GST as applicable shall be paid extra over and above the quoted rates).
- iv. If tax amount is not quoted in the Financial Bid (BoQ), the quoted price will be treated as (inclusive of applicable taxes). No further communication will be entertained later or else the EMD (if any) will be forfeited.
- v. Bidders are requested to upload the duly filled BoQ under the cover-2 on the CPP Portal as mentioned below:

Packet-1: Financial Bids in (BoQ) XLS version Filled with all relevant information.

Section-7: Bid Evaluation

For the purpose of selection of the bidder, a two bid system evaluation process will be followed. The response to the tender should be submitted in two parts viz. Technical Bid & Financial Bid. Evaluation will be done strictly on Eligibility Criteria and Technical Specification as mentioned in this tender.

The Technical Evaluation Committee constituted by the IIM Indore shall verify the particulars furnished by the bidder independently and shall examine the bids to confirm that all documents pertaining to the Eligibility Criteria and Technical Criteria have been provided, and shall ascertain the completeness of each document submitted. If any of these documents or information is missing, IIM Indore reserves the right to call upon for the missing documents from the Bidders or reject the bid on account of unresponsive bid and the rejected bids will be ignored for the further evaluation purpose.

The financial bid will be opened only for those bidders who are verified and confirmed by the technical evaluation committee as technically qualified bidders as per Tender. **The financial bid with the overall lowest quote will be the highest evaluated bid.**

Section-8: General Terms and Conditions

1. **Tender Type:** Two-Bid through Online Mode.
2. **Bid Validity:** The quoted bid shall be valid for a period of 90 days from the date of opening of the Financial Bid.
3. **Modification and withdrawal of bids:** No bid can be modified subsequent to the deadline for submission of bids. No bid can be withdrawn after the deadline for submission of bids and the expiration of the period of bid validity.
4. **Confidentiality:** Information relating to the evaluation, comparison, and post qualification of bids, and recommendation of contract award, shall not be disclosed to bidders or any other persons not officially concerned with such process until publication of the Contract Award.
5. Any effort by a Bidder to influence the Purchaser in the examination, evaluation, comparison, and post qualification of the bids or contract award decisions may result in the rejection of its Bid.
6. **Award Criteria:** IIM Indore reserves the rights to award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the highest evaluated bid.
7. **Notification of Award:** Prior to the expiration of the period of bid validity, IIM Indore will notify the successful bidder in writing by registered letter or e-mail that the bid has been accepted.
8. **Order Acceptance:** The successful bidder should submit Order acceptance within 7 days from the date of issue of order, failing which it shall be presumed that the bidder is not interested and his bid security (if any) is liable to be forfeited.
9. No correspondence/discussion/visits whatsoever will be entertained on the subject unless specifically called by the duly authorized office bearers of IIM Indore after opening the tenders for technical discussions/ price negotiations. Any violation of this will render the quotations invalid and the firm is liable to be blacklisted.
10. **Termination for Insolvency:** IIM Indore may at any time terminate the Contract by giving a written notice to the awarding firm, without compensation to the firm, if the firm becomes bankrupt or otherwise insolvent as declared by the competent Court, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the department. The courts of Indore alone will have the jurisdiction to try any matter, dispute or reference between the parties arising out of this purchase. It is specifically agreed that no court outside and other than Indore Court shall have jurisdiction in the matter
11. **Force Majeure:** Neither party shall be liable to the other, for any delay in or failure of their respective obligations under this contract/ award of tender caused by occurrences beyond the control of either party because of fire, floods, acts of God, acts of public enemy, wars, riots, strikes, lockouts, sabotage, fire, floods, explosion, epidemic, quarantine restrictions, any law statute or ordinance order actions or regulations of the Government or any compliance there is similar to the above. Either party shall promptly notify (within 15 days) the other of his commencement and cessation of such contingency and prove that such is beyond the controls and affects the implementation of this contract adversely.
12. False declaration/documents will be in breach of the Code of Integrity under Rule 175(1) (i) (h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law.

13.Arbitration:

- a) All disputes or differences, whatsoever, arising between the parties out of or relating to the interpretation, meaning and operation or effect of this contract or the breach thereof, shall be resolved through mutual consultation and negotiation.
- b) Any dispute not resolved by mutual consultations shall be settled through arbitration by an arbitrator duly appointed by the Director, IIM Indore. The award of the said Arbitrator shall be final and binding on both parties. The place of the Arbitration shall be at Indore.
- c) The courts of Indore alone will have the jurisdiction to try any matter, dispute or reference between the parties arising out of this purchase. It is specifically agreed that no court outside and other than Indore Court shall have jurisdiction in the matter.
- d) Arbitration cost will be borne jointly by both the parties to the Contract.

Section-9: Special Terms and Conditions

1. IIM Indore reserves the right to modify/change/delete/add any further terms and conditions prior to issue of purchase order.
2. IIM Indore reserves the right to relax / amend / withdraw any of the terms and conditions contained in the Tender Document without assigning any reason thereof. Any inquiry after submission of the quotation will not be entertained.
3. It is 'bidders' responsibility to check for any amendment/corrigendum (if any) on the website of IIM Indore and CPP Portal before submitting their duly completed bids.
4. **Payment:**
 - No advance payment will be made in any case. Bills in duplicate should be sent on monthly basis / against the each delivered consignment and the payment shall be released generally within 30 days, only after it is ensured that the items / quality of the items supplied are to the entire satisfaction of IIM Indore and completed the entire work within the stipulated delivery schedule. If any item is found defective, or not of the desired quality etc., the same should be replaced by the firm(s) within 7 days for which no extra payment shall be made.
 - No part payment will be made against the part supply (Schedule of Requirement). In case of the undelivered items till due date of supply, the penalty of 10% of the cost of undelivered item will be imposed and deducted from the bill of the item supplied or recovered from the security deposit.
 - Liquidated Damage: As Time is the essence of an order, the date of supply should be strictly adhered to schedule of requirement communicated by the concerned office, otherwise the delivery in full or in part may not be accepted and penalty for late delivery will be imposed @ 0.5% (Half Percent) per week subject to a maximum of 10% of the total value of supply order.
5. **Precedence Clause:** In the case of any ambiguity in interpretation, the decision by IIM Indore authority on the interpretation of the entire contract terms and conditions will be final and binding to all.
6. **CONTRACT PERIOD:**
 - The contract shall be valid only for one year after ordering.
 - All quoted rates will remain fixed during the first two years of the contract.
 - IIM Indore can terminate the contract with 30 days' notice in case the supplies are not found satisfactory.
7. **DELIVERY SCHEDULE:**

The successful bidder should execute the order within 30 days after placement of the requirement by the concerned office. In case of any inferior quality of items found, the item(s) should be replaced within 7 days at IIM Indore. The bidder has to make own arrangement for unloading of the items.

8. **Performance Security:** The successful tenderer will have to deposit the performance security in the form of /D.D./FDR/Bank Guarantee @ 3% order value within 15 days from the date of issue of the award letter. Security will be refunded to the supplier, after it duly performs and completes the contract/warranty period in all respect.

Annexure-I: Bidder Profile

(On Company/ Firm's Letterhead)

Name of the Party		
Date of Incorporation / Establishment		
PAN Number		
GST Registration Number		
Bank Details	Account Number	
	IFS Code	
	Bank Name	
	Branch Name	
Office Address for Postal Communication		
Authorized Signatory Details	Name	
	Designation	
	Email	
	Phone	

Date:

Place:



Annexure-II: Undertaking for Tender Terms & Conditions Acceptance

(Duly sealed and signed certificate on Company/ Firm's Letterhead)

To,

Officer (Stores, Purchase and Contracts)
Indian Institute of Management Indore
Prabandh Shikhar, Rau-Pithampur Road,
Indore – 453 556

Subject : Supply of Chemical for Water Treatment System

Dear Sir,

I/we hereby submit our tender for Supply of Chemical for Water Treatment System with other required documents.

I/we are enclosing herewith the following towards Tender Fee and Earnest Money Deposit:

Particular	Amount	Transaction No & Date	Bank Name	Remarks
Tender Fee (Including Tax)	Rs. 500/-			
Earnest Money Deposit (EMD)	Rs. 16,000/-			

I/We have gone through all terms and conditions of the tender document also I/We have gone through the corrigendum/ addendum issued (if any) till the Bid Submission close time and date for this tender.

I/We agree to accept all the terms and conditions of the tender document and assure you that I/We will comply with the above referred tender document including instructions, terms & conditions, technical specification stated therein.

Authorized Signatory

Name:

Designation:

Date:

Place:



Annexure-III: Self-Declaration Certificate for the Clean Track Record

Self-Declaration Certificate
(Duly sealed and signed certificate on Company/ Firm's Letterhead)

I hereby certify that the above firm neither blacklisted by any Central/State Government/Public Undertaking/Institute nor is any criminal case registered / pending against the firm or its owner / partners anywhere in India.

I also certify that the above information is true and correct in all respects and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm will be debarred/blacklisted as decided by the competent authority of IIM Indore, also the EMD/ Performance Security Deposit (if any) shall be forfeited.

In addition to the above, IIM Indore, will not be responsible to pay the bills for any Partial/ Full supply of the items/ services.

Authorized Signatory

Name:

Designation:

Date:

Place:



ANNEXURE – IV: Work Experience

The bidder should have successfully completed similar nature of work during the 7 years from the date of publication of tender, as follows:-

Evaluation Criteria	Name of the Client	Order No. & Date	Amount	Copy of work executed is to be submitted with this Annexure.
Three similar works of 40% of the estimated value OR				
Two similar works of 50% of the estimated value OR				
One similar work of 80% of the estimated				

Authorized Signatory

Name:

Designation:

Date:

Place:



ANNEXURE – V: Average Annual Turnover

The bidder’s average annual turnover during the last three consecutive financial years i.e. 2018-19 to 2020-21 / 2019-20 to 2021-22 should not be less than **Rs. 2.50 Lakh**.

Financial Year	Turnover in Rs.	Copy of Audit Financial Statement / Certificate issued by a Practitioner Chartered Accountant with UDIN should be enclosed along with this Annexure
2021-22		
2020-21		
2019-20		
2018-19		
Average Annual Turnover		

Note: The year in which no turnover is shown would also be considered for working out the average turnover).

Date:

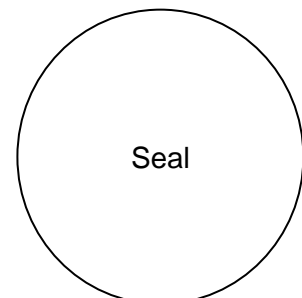
Authorized Signatory:

Name:

Designation:

Place:

Contact No.:



Annexure-VI: Technical Specification Compliance Sheet**1. Supply of Sodium Hypochlorite Solution**

Particular	Annual Quantity	Description	Compiled (Yes / No)	Offer Brand
Sodium Hypochlorite Solution Tentative Delivery Schedule : Monthly Basis in 12 Equal Installments i.e. 2208.33 ltr. at Designated Location of IIM Indore)	26500 Ltr.	(10% - to 12% concentration, with specific gravity 1.1 to 1.2)		

2. Supply of Crystal Salt

Particular	Annual Quantity	Description	Compiled (Yes / No)	Offer Brand
Crystal Salt Tentative Delivery Schedule : Monthly Basis in 12 Equal Installments i.e. 3000 Kg. per month at Designated Location of IIM Indore)	36000 Kg.	-		

3. Supply of Diammonium Phosphate Fertiliser

Particular	Quantity	Description	Compiled (Yes / No)	Offer Brand
Diammonium Phosphate Fertiliser Tentative Delivery Schedule : Every 3 months in 4 Equal Installments i.e. 50 Kg. every quarter at Designated Location of IIM Indore)	200 Kg.	-		

4. Supply of Urea Fertilizer

Particular	Quantity	Description	Compiled (Yes / No)	Offer Brand
Urea Fertilizer Tentative Delivery Schedule : Every 3 Months in 4 Equal Installments i.e. 50 Kg. every quarter at Designated Location of IIM Indore)	200 Kg.	-		

Authorized Signatory

Name:

Designation:

Date:

Place:

