GOVERNMENT OF INDIA
Ministry of Communication & IT, Department of Posts
Office of the Director, Postal Training Centre, Mysore  570 010

TENDER NOTIFICATION
INVITATION FOR BID

Tender No. Bldg/GYM/ Dlgs dated at Mysore-10, the 03.12.2014

Sealed and closed Tenders in Two bid system are invited for and on behalf of President of India from manufacturers, distributors or dealers for supply, installation and commissioning of 12 Station Multi Gym as per the technical specification shown in Annexure I of Technical Bid. The tender will be received by post (either under registered post or under speed post) or in the Tender Box (kept nearer to the Office Supervisor Seat in the office room) up to 1300 hrs on 23.12.2014 and will be opened at 1400 hrs on 23.12.2014 by the authorized officers in the presence of tenderers or his authorized representatives. In the event of specified date for opening of tender being or is declared as a closed holiday for Government Offices, then the tender will be opened on the following working day at the same time.

Sealed Tenders should be submitted addressed to K Sridevi, Chairman, Trainee’s Welfare Fund Postal Training Centre Campus, Nazarbad, Mysore 570 010 by 23.12.2014 before 1300 hours. The tenders will be opened at the chamber of Chairman, Trainees Welfare Fund, Postal Training Centre Campus, I floor, PTC, Mysore on 23.12.2014 at 1400 hours.

Tender No : Bldg/GYM/ Dlgs
Price of the tender form : Rs. 500/- (Non-refundable)
Amount of Earnest Money Deposit : Rs. 10000/-
Last date and time of receipt of tender : 23.12.2014 at 1300 hours
Date & time of opening of the tender : 23.12.2014 at 1400 hours
Venue : Postal Training Centre, Mysore-570010

The tender form along with terms and conditions can be had from the undersigned, from this office on any working day (Monday to Friday) during working hours i.e., 1000 to 1700hrs till 22.12.2014 and upto 1100 hours on 23.12.2014 on production of the receipt for depositing the amount of Rs. 500/- as tender document fee in any Post Office under ACG 67 receipt or Postal Order for Rs500/- drawn in favour of the Chairman, Trainees Welfare Fund, Postal Training Centre, Mysore or it can be downloaded from website www.eprocure.gov.in and www.ptcinfo.org. those who have downloaded the tender document from the website should attach the ACG 67 receipt or Indian Postal Order for Rs.500/- (Rupees Five hundred only) along with the tender. The tender document fee is non refundable. The Earnest Money Deposit of Rs. 10000/- must be deposited by the bidders in any post office and original receipt issued by the Post Office should be submitted along with their bid. Tenderer shall note that no other form of EMD is acceptable. Any tender without EMD amount will be rejected straight away. Tender sent by ordinary/unregistered post and by couriers GIVEN IN PERSON AND RECEIVED AFTER CUT OFF DATE/TIME WILL NOT BE ACCEPTED UNDER ANY CIRCUMSTANCES.

Signature of the Tenderer with seal
INSTRUCTIONS TO BIDDERS:

1. The bidder must submit the following basic documents in a separate envelope superscribed 'Technical Bid Envelope'. In the absence of these documents, the Bid will be rejected:
   
i. Copies of Registration certificate of the company/firm indicating the ownership/partnership. Attested copies of rules and regulation in case of registered firm/company, and certificates of registration of the company, partnership deed (in case of partnership firm).

   ii. Firm's balance sheet for the last 3 financial years 2011-12, 2012-13 & 2013-14, Copies of Income Tax returns for the last (3) three assessment years 2012-13, 2013-14 and 2014-15 showing the turnover from services as enumerated in the Scope given above.

   iii. Copy of the PAN Card showing the PAN number of the firm allotted by the Income Tax authorities.

   iv. List of customers to whom similar equipment supplied for the past 3 years.

   v. Tender documents duly signed in each page with seal, since the tender document itself gets converted into a Contract in respect of the successful Bidder, it is necessary for the Authorized Signatory to sign and seal every page of the tender document and return the same as a part of Technical Bid.

2. An undertaking for subsequent submission of any of the above documents will not be entertained under any circumstances. Before submitting the tender, the tenderer may check with reference to the checklist attached whether all the documents are enclosed.

3. Technical Bid format is given in Annexure-I.

4. Commercial Bid format is given in Annexure II.

5. The bidder shall bear all costs associated with the preparation and submission of its bid. The Postal Training Centre (herein referred to as 'undersigned') will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

6. The bid, in two parts ie., Technical and Commercial complete in all respects, must be enclosed in 2(two) different sealed envelope and addressed to the Chairman, Trainee's Welfare Fund, Postal Training Centre, Mysore 570 010 and should reach the addressee latest by 1 pm on 23.12.2014 otherwise they will be rejected.

Signature of the Tenderer with seal
7. The Commercial bid quoted by the bidders should be inclusive of all taxes, duties, freight and forwarding charges, handling, fixing, transport, insurance, charges for delivery and any other incidental charges which should be indicated separately.

8. The products should be under minimum three years onsite warranty against manufacturing defects.

9. **The supplier shall supply, install and commission the product at their own cost at the premises of this Training Centre, Mysore and demonstrate on the site to our staff at free of cost.**

10. The prices once accepted by the undersigned shall remain valid till the successful execution of the complete order to the satisfaction of the undersigned. In the event, there is a reduction in Government levy/duties during the period of the execution of the order, the rates shall be suitably adjusted with effect from the date notifying the said reduction in the Government levy/excise duty. But if there is any increase in the Government levy/duties upward revision of rates is not allowed.

11. Prices should be quoted in Indian rupees only.

12. **Opening and Evaluation of Bids:**
   
   (a) The committee appointed by the Director Postal Training centre, Mysore will open the technical bids in the first instance on 23.12.2014 at 1400 hours at PTC Mysore and in the presence of the bidders.
   
   (b) The Commercial bid of those tenderers who come out successful in Technical bid evaluation process alone will be opened. Commercial bid of the tenderers which do not qualify in the Technical bid will not be opened. Technical bid format is given in Annexure I

   (c) Any efforts by a bidder to influence the undersigned in its decisions on bid evaluation, bid comparison or purchase order decision will result in rejection of the bid.

   (d) The least quoted bidder who will be awarded the contract to supply the **of 12 Station Multi Gym**, will be responsible for installation and its successful functioning and complete the commissioning of the 12 station Multi Gym after giving a free on site demonstration to the staff at free of cost.
13. TERMS AND CONDITIONS:

(i)  (a) The supplier shall intimate the undersigned about the satisfactory supply and installation and commissioning. Thereafter the officers/ representative of the undersigned shall inspect spot and the material and after being satisfied shall inform the supplier of the same. Thereafter the supplier shall submit the bills in duplicate.

(b) In any case, the undersigned shall not be responsible for the delays if any in settlement of bills for the reasons beyond its control.

(i) The undersigned reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time, without thereby incurring any liability to the affected Bidder or bidders or any obligations to inform the affected Bidder or bidders on the grounds for the undersigned’s action.

(ii) The ‘Bidder’ as used in this document shall mean the one who has signed the tender document forms. He may be either the Principal Officer or the duly authorized representative in which case, the bidder shall submit a certificate of authority. All certificates and documents (including any clarifications sought and any subsequent correspondences) shall, be furnished and signed by such representative or the Principal Officer.

(iii) The bid document filed by the bidder shall be typed or written in indelible ink.

(iv) It will be the sole responsibility of the bidder alone to execute the entire contract on its award within the specified time.

(v) Tender will be in two part viz. Technical bid and Commercial bid. The accepting officer does not bind himself to accept the lowest or any tender or to give any reasons for not doing so.

(vi) The accepting officer reserves the right to reject any tender without assigning any reasons for doing so.

(vii) The maximum period for complete and satisfactory performance of the contract is 30 days which includes delivery and installation and commissioning, trial run of the Items in the Purchaser’s premises at Mysore, shall be one month from the date of award of the contract. For this purpose, the time limit of one month will begin from the date of communication of the acceptance of the bid to the successful bidder, by way of e-mail or in writing whichever is earlier.
(x) The successful bidder has to furnish a security deposit of 5% of the total amount of the tender upto the warranty period. The security amount will be refunded after satisfactory functioning of the 12 station Multi Gym during the warranty period. The Security deposit can be made in the form of Bank guarantee from Commercial Bank or 1 year Post Office Time Deposit account and pledged in the name of President of India.

(xi) The bidder should have a service centre at Mysore and he should furnish the contact address thereof.

(xiii) Product Brochure should be enclosed in Technical Bid.

/K SRIDEVI/
Deputy Director cum chairman
Trainees Welfare Fund,
PTC, MYSORE 570 010
# CHECK LIST

<table>
<thead>
<tr>
<th>Sl No</th>
<th>Description</th>
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<tbody>
<tr>
<td>1</td>
<td>Name &amp; address of the tenderer with contact Number</td>
</tr>
<tr>
<td>2</td>
<td>Nature of the Concern (ie, Sole proprietor or partnership firm or a company or a Government Department or a Public Sector Organisation)</td>
</tr>
<tr>
<td>3</td>
<td>Tender application fee details Rs. 500/-</td>
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<tr>
<td>4</td>
<td>EMD amount Rs. 10000/-, date and post office where deposited, receipt and No.</td>
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<tr>
<td>5</td>
<td>Whether signed with seal on all pages of the NIT and submitted</td>
</tr>
<tr>
<td>6</td>
<td>Copy of ISO certificate in respect of Tenderer's firm, if any</td>
</tr>
<tr>
<td>7</td>
<td>List of service centre, nearest location of principal support center, and details of customer support establishment</td>
</tr>
<tr>
<td>8</td>
<td>Company profile with Annual Turnover for the last 3 years</td>
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<tr>
<td>9</td>
<td>Product brochure</td>
</tr>
<tr>
<td>10</td>
<td>Annual report of the concern/Tenderer is enclosed, if yes, state number and years</td>
</tr>
<tr>
<td>11</td>
<td>Copies of authenticated balance sheet for the past 3 year</td>
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<tr>
<td>12</td>
<td>Copies of Income Tax returns for the last (3) three assessment years 2012-13, 2013-14, 2014-15</td>
</tr>
<tr>
<td>13</td>
<td>Copy of the PAN Card showing the PAN number of the firm allotted by the Income Tax authorities</td>
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<tr>
<td>14</td>
<td>Company/ Firm Registration certificate with Service Tax/VAT/TIN No</td>
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<td>15</td>
<td>List of Major customers during the last 3 years preferably from corporate/Govt customers for whom such Multi Gym 12 station has been supplied may be given on a separate sheet</td>
</tr>
<tr>
<td>16</td>
<td>Office Address at Mysore</td>
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<tr>
<td>17</td>
<td>Any other information</td>
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</tbody>
</table>

**Signature of the Tenderer**

*Signature of the Tenderer with seal*
UNDEARTAKING

1. I/We undertake that, I/We carefully studied all the terms and conditions and understood the parameters of the proposed order of the Chairman, Trainees Welfare Fund, PTC, Mysore and shall abide by them.

2. I/We understand that in the event of non-compliance of the terms and conditions of the tender, my /our EMD amount shall be forfeited by the Competent authority.

3. The supply will be made in accordance with specifications given in the tender. I/We will not hold Postal Training Centre, Mysore for rejection /cancellation of the contract.

4. I/We further undertake that the information given in this tender are true and correct in all respect and we hold the responsibility for the same.

Dated at

Dated signature of the Tenderer with stamp of the Firm

Signature of the Tenderer with seal
## 12 Station Multy Gym

<table>
<thead>
<tr>
<th>Sl No</th>
<th>Item Description</th>
<th>Weight</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Leg Press-80</td>
<td>80</td>
<td>1 No</td>
</tr>
<tr>
<td>02</td>
<td>Chest -60</td>
<td>60</td>
<td>1 No</td>
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<tr>
<td>03</td>
<td>Standing Calf-80</td>
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<td>1 No</td>
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<td>04</td>
<td>Lat Pull Down-80</td>
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<td>05</td>
<td>Single Hand-50</td>
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<td>Lower Pulley-70</td>
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<td>Wrist Curl-50</td>
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<tr>
<td>09</td>
<td>Chin up</td>
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<td>1 No</td>
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<tr>
<td>10</td>
<td>Abdomen Bench</td>
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<td>1 No</td>
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<td>11</td>
<td>Twister</td>
<td>-</td>
<td>1 No</td>
</tr>
<tr>
<td>12</td>
<td>Leg Raiser</td>
<td>-</td>
<td>1 No</td>
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</tbody>
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## SPECIFICATIONS

- **Weights**: M S Weight Plates
- **Bars & Handles**: 25 mm, 15-20 Microns-Chrome Plated
- **Structure**: Gym Steel Tubular Structure-50x50x2.60 mm thick
- **Ply**: 18 mm Marin Ply
- **Padding**: 50mm thick
Total price for the components inclusive of all kinds of incidental Charges and all Taxes etc, as per details given in Technical Specifications will be

Rs………………………………………..(Rs……………………………………………………..) Only.

1. Any other information:

Dated at

Dated Signature of the Tenderer with seal of the firm