



HIMACHAL PRADESH TOURISM DEVELOPMENT CORPORATION LTD
RITZ ANNEXE, SHIMLA-171 001
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File No: Pur-1-1/2020

Dated: 20.01.2021

e- Procurement Short NOTICE
INVITATION FOR BIDS (IFB)

The General Manager, HPTDC Ritz Annexe, Shimla on behalf of Managing Director, HPTDC invites item rate bid through electronic tendering system for the purchase of furniture items for new hotel of HPTDC at Kasauli from furniture manufacturers :

Terms and conditions:-

- 1. Availability OF BID Document and mode of submission:** The bid document is available online and bid should be submitted online mode on website: <https://hptenders.gov.in>.
- 2.** Bidder would be required to register on the web-site which is free of cost, For submission of bids. The bidder is required to have Digital Signature Certificate (DSC) from one of the authorized Certifying Authorities (CA) . “Aspiring bidders who have not obtained the user ID and password for participating in e-tendering in HPPWD may obtain the same from the website: <https://hptenders.gov.in>.” Digital signature is mandatory to participate in the e-tendering. Bidder already possessing the digital signature issued from authorized CAs can use the same in this tender:
- 3. Key Dates:-**

1	Date of online publication	20.01.2021
2	Document Download start and End date	20.01.2021 to 05.02.2021 11:00 AM
3	Bid submission start and end Date	20.01.2021 to 05.02.2021 11:00 AM
4	Physical submission of EMD , Copy of documents and cost of tender Document	05.02.2021 11:00 AM
5	Date of Bid opening, Evaluation of technical Bid followed by opening of Financial Bid.	05.02.2021 11:30 AM

4. **TENDER DETAILS** : The tender Documents shall be uploaded online in two covers.(i.) Cover 1 : shall contain scanned copies of all “Technical Documents/ Eligibility information.” (ii) Cover 2 : Shall contain “ BOQ Financial Bid”, Where contractor will quote his offer for each item.
5. **SUBMISSION OF ORIGINAL DOCUMENTS/ TECHNICAL BID:** The bidders are required to upload following documents for technical bid :
- a) Original demand draft towards the cost of bid document and bid security/earnest money deposit (EMD)
 - b) Original affidavit regarding correctness of information furnished
 - c) Copy of PAN Number
 - d) Copy of GSTIN
 - e) Affidavit that bidder is the manufacturer of furniture
 - f) Product profile of company alongwith turnover certificate issued by Chartered Accountant for last 3 years having minimum turnover of 1 Crore each year for manufacturer of furniture.
 - g) Authorization of the Manufacturer / Company that he is authorized to bid in this specific tender on his behalf
 - h) Copy of affidavit duly notarized on non-judicial paper Undertaking that the bidder has not been blacklisted / debarred by any organization
 - i) Copy of proof of own office of bidder or its associates in the State of Himachal Pradesh from last three years
6. The earnest money amounting to Rs.2.00 lakh (Rupees two lakh only) and tender fee amounting to Rs. 2,000/- must be paid in the shape of Bank Draft from any scheduled bank in favour of Managing Director, H.P. Tourism Development Corporation Ltd., payable at Shimla and shall be deposited in person or through post to reach in the office of General Manager, HPTDC, Ritz Annexe, Shimla before the date and time of opening of technical bid. The technical bids of only those bidders will be opened for which EMD and tender fee is received before opening of technical bid.
7. The price should not be mentioned in the Technical bid in any form or manner. In case the prices are mentioned in the technical bid, the offer will be liable for rejection

8. **BID OPENING DETAILS:** The bids shall be opened on **05.02.2021 at 11:30 AM** in the office of General Manager, HPTDC Ritz Annexe Shimla -1 (H.P.) by the Authorized Officers. In the interest of bidder, it is advised to be present along with original documents at the time of opening of tenders. If the office happens to be closed on the date of opening of the bids specified, the bids will be opened on the next working day at the same time and venue.
9. The Officer Inviting tender shall not be held liable for any delays due to system failure beyond its control. Even though the system will attempt to notify the bidders of any updates. The Employer shall not be liable for any information not received by the bidder. It is the bidder's responsibility to verify the website for the latest information /updates related to the tender.
10. The EMD of successful tenderer will be converted into security till the validity of contract and will be refunded after the expiry of the rate contract, provided no complaint regarding their product is pending. The EMD of unsuccessful tenderer will be returned after completion of tender process.
11. The offer of the lowest bid shall be kept opened for acceptance for 120 days from the date of opening of the tenders.
12. Description and specifications required for the furniture is available with tender document.
13. The General Manager reserves the right to reject any or all the tenders without Assigning any reason or cause.
14. Rates of items should be quoted by tenderer both in figures and words and amount of cost of each item be calculated for each item of work and totaled as total amount of tendered cost.
15. Due to criticality of overall project, bidder shall ensure that manufacturer/ Companies has their own office or its associates in the State of Himachal Pradesh from last three years to ensure proper after sales service. Copy of proof should be attached.
16. The rates should be mentioned FOR at HPTDC hotel, Kasauli
17. The rates should be quoted inclusive of all taxes.

18. Earnest money and tender cost payable only by bank draft drawn issued in favour of Managing Director HPTDC payable at Shimla.
19. Before releasing any payment of bill the supplier has to give an under taking that he will issue tax invoice under GST after checking and passing of every bill which contain Sr. No. of invoice, rate of GST, date of invoice GSTIN No. The amount of GST & amount of bill should be shown separately in the invoice.
20. The Bidder shall attach authorization of the Manufacturer / Company that he is authorized to bid in this specific tender on his behalf.
21. The bidder shall attach the turnover certificate for the last three years, the gross amount of which should not be less than one Crore per annum for manufacturer of furniture each year
22. For working-out the bid capacity, the turnover amount for last three years should be computed for supply of furniture items only and certificate be issued by the chartered accountant.
23. The Bidder should never have been blacklisted / Debarred by any organization & shall attach affidavit duly notarized on Non Judicial Stamp Paper for the same.
24. Bid of any bidder not qualifying any of the above condition or of bid documents shall be rejected during finalization of technical bids and his financial bid shall not be opened.
25. Preference will be given to items having ISI/BIS standards.
26. Before issue of supply order, the authorized officers of HPTDC will be at liberty to visit the manufacturing unit of the bidder for verification of product profile and quality of products produced by the bidder.
27. The successful tenderer will be required to supply the furniture within 60 days from the date of issue of purchase order.
28. The successful tenderer will have to complete the supply within stipulated period as mentioned in the purchase order. In case, the tenderer fails to make the supply within stipulated period the management reserve the right to refuse the supply or if the items are purchased from the open market, the difference between the

approved rates and market rates will be deducted from the EMD. The requirement of material can be increased/ decreased depending upon the actual requirement.

29. The Bidder should have attached affidavit duly notarized for warranty of materials for three years and earnest money will be released after three years.
30. Any dispute, arising out of this contract will be under the jurisdiction of Shimla Court.

GENERAL MANAGER