



SPORTS AUTHORITY OF INDIA

TENDER DOCUMENT FOR SUPPLY OF WET RATION

Address : Regional Director, Sports Authority of India,
Regional Centre, Mumbai

Tel-No : 022-28858395

Email : saircmumbai@gmail.com

Website : WWW.sportsauthorityofindia.nic.in

SECTION I

SPORTS AUTHORITY OF INDIA

Telephone: +022- 28858395 Website -: //www.sportsauthorityofindia.nic.in/

Bid Reference No.SAI/STC /MUMBAI/MESS /2019-2020 Dated:

INVITATION FOR BID (IFB)

1. Sports Authority of India, Regional Centre, Mumbai invites sealed Bids for Open Tender for supply of Wet Ration for use of SAI ,NEOE, Mumbai. Estimated cost of the material would be **Rs. 40.00 lakhs** for Mumbai for One year consumption of wet ration from the

Sr. No. 1	Brief Description of Mess contract (Wet Ration) is mentioned in the list as per annexure 'A',	Tender Fee is Rs.500/-.
-----------	---	-------------------------

date of award of tender

2. Bidding Schedule:

- (i) Closing date and time for Receipt of Bid : 24/03/2020 at **04.00 PM**
 - (ii) Date and Time of Opening of Technical bid : 26/03/2020 at **03.00 AM**
 - (iii) Date and Time of Opening of Financial bid : Immediately after Completion of Checking of the Technical Bid.
3. (a) EMD should be submitted @ 2% of the quoted annual contract value in the form of Demand Draft from nationalised bank in favour of "**Regional Director, Sports Authority of India,, Regional Centre, Mumbai**", payable at "**Mumbai**" should be submitted along with technical bid.
 - (b) EMD if exempted from government, documentary proof should be enclosed with Tender Documents.
 - (c) Cost of Tender if downloaded from website should be enclosed with Tender Documents.
 4. Bidders may also download the Bidding Document from the SAI website www.sportsauthorityofindia.nic.in and submit its Bid by utilizing the downloaded document, along with the required documents as mentioned in Page 2 above.
 5. Bidders shall ensure that their Bids complete in all respect, are dropped in the Tender Box placed in the office of Regional Director, Sports Authority of India, Regional Centre, Mumbai on or before the closing date and time as indicated in the Para-2 above, failing which the **BIDS WILL BE TREATED AS LATE AND REJECTED.**
 6. In the event of any of the above-mentioned dates being declared as a holiday / closed day for the Bids will be received /opened on the next working day at the appointed time.
 7. The Bidding Document is not transferable.

M/s. _____

Sports Authority of India

IMPORTANT DATES AND INFORMATION

Sr. No.	FAQ	ANSWER
1	Address and place of Submission of Tender	Regional Director, Sports Authority of India, Regional Centre, Akurli Road, Kandivali east Mumbai 400101
2	Tender Document Delivery Mode	By hand or by post
3	Last Date and time of submission	24/03/2020 at 04.00 PM
4	Date of Opening Technical Bid	26/03/2020 at 03.00 PM
5	Date of Opening Financial Bids for technically qualified bidder	Immediately after Completion of Checking of the Technical Bid.
6	Venue of opening tender	Regional Director, Sports Authority of India, Regional Centre, Akurli Road, Kandivali east Mumbai 400101
7	Duration of contract	Initially for a period of 3 months & extendable for another period of 2-3 months subject to satisfactory supply report.
8	Total Number of pages of Tender Document	15

FORMAT FOR SUBMISSION OF THE TENDER ON LETTER HEAD OF THE FIRM

To,
The Regional Director
Sports Authority of India
Regional Centre, Kandivali (East)
Mumbai 400101

Tender for the supply of Wet Ration at SAI Regional Centre Kanidvali (East), Mumbai.

In response to the tender published in the website of SAI on _____.I have downloaded the tender from website sportsauthorityofindia.nic.in

I am sending herewith my tender document as under:

Technical Bid: The tender document duly signed on each page and all other documents to be submitted along with the tender. (Envelop 'A')

Financial Bid: the financial bid for the job of supplying Wet Ration.

** The following details and supporting documents accordingly are available in Envelop 'B' for evaluating eligibility etc.

- a. PAN (Copy enclosed)
- b. Copy of GST Number
- c. Details of clients for Supply of Wet Ration services (Copy of award letters be enclosed).
- d. Copy of ITR for the last one year.
- e. Certified Copy of annual turnover for the last one year.

That I/We will be responsible for all the contractual obligations including uninterrupted services, quality of the work etc.

This is certified that I/We have studied site, read and understood all clauses of the tender in case of award of contract. I/We undertake to abide by all terms and conditions mentioned in the same.

AUTHORISED SIGNATORY

Name in Block Letters:_____

Seal of the Tenderer

Date:_____

Encl; As above

Section-III**TECHNICAL BID SUBMISSION FORM**

Dated__/_/___

Letters of Bid**(To be printed preferably on Bidder's letterhead)**

To

Ref: Invitation for Bid' in respect to Open Tender Notice dated _____.

We, the undersigned, declare that:

1. We have examined and have no reservation to the Bidding Documents.
2. We offer to executive in conformity with the Bidding Documents for Supply of Wet Ration for the period from April 2020 to March 2021.
3. If our bid is accepted, we commit to submit a performance security of 5% in accordance with the Bidding Documents.
4. We also declare that Government of India or any other Government body has not declared us ineligible or black listed us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/apes of serious nature.
5. We also accept all the terms and condition of this bidding document and undertake to abide by them, including the condition that the Competent Authority is not bound to accept highest ranked bid/lowest bid or any other bid the Competent Authority may receive.

Yours sincerely,

Authorised Signatory

(Authorised person shall attach a copy of Authorisation for signing on behalf of Bidding company)

Full Name and Designation

Date:

Place:

Stamp:

**SECTION – IV
(F) NEFT MANDATE FORM**

From: M/s. _____

Date:

To

Sub: NEFT PAYMENTS

We refer to the NEFT being set up by SAI. For remittance of our payments using RBI's NEFT scheme, our payments may be made through the above scheme to our under noted account.

NATIONAL ELECTRONIC FUNDS TRANSFER MANDATAE FORM

Bank 's name	
Branch Address	
Branch Telephone / Fax no.	
Supplier's Account No.	
Type of Account	
IFS Code	
Telephone no. of supplier	
Supplier's E-mail ID	

[Signature with date, name and designation]
For and on behalf of Messrs _____

[Name & address of the manufacturers]

Confirmed by Bank

Enclosed a copy of Crossed Cheque

APPLICATION LETTER (Specimen)

To,
 The Regional Director,
 Sports Authority of India,
 Regional Centre, Kandivali (East)
 Mumbai 400101

Subject: Tender for Supplying of Wet Ration at Sports Authority of India, Regional Centre, Kandivali (East), Mumbai 400101.

Dear Madam,

In response to your tender inviting notice for the above-mentioned contract, I/We, a Company/Partnership/Sole Proprietor submit the tender with following particulars:

S. No.	Description	Particulars
1.	Constitution & Nature of Firm (state whether sole proprietor/Partnership firm/limited company)	
2.	Year of Establishment	
3.	Registered Postal Address	
4.	Telephone No. Fax No. Mobile No.	
5.	Address of Branches	
6.	Name and address of Directors, in case of Company Name and address of Sole Proprietor Name and address of partners; in case of partnership firm	
7.	(a) Name of Bankers & Branch With full address (b) Type of Account & Number (c) Names(s) of person(s) operating the account (enclose banker's certificate)	
8.	PAN NO. & GST NO.	
9.	Registration under shops (Regulation/Abolition Act 1970)	
10.	Registration of Company	

CONTACT DETAILS FORM

General Details of Bidder

1. Name of the Proprietor/Partnership Firm/Company.....
2. Name and Designation of
Authorised Signatory
3. Communication Address
4. Phone No./Mobile No.
5. Fax
6. E-Mail ID
7. REGN. NO.
8. PAN NO. of the Firm

Particular Details of the Bidders Representative'

1. Name of the Contract Person
2. Designation
3. Phone No.
4. Mobile No.
5. E-Mail ID.

UNDERTAKING

1. I, the undersigned certify that I have gone through the terms and conditions mentioned in the bidding document and undertake to comply with them.
2. The rates quoted by me are valid and bidding upon me for the entire period of contract and period of extension, if any it is certified that the rates quoted are the lowest rates as quoted in any other institution of India.
3. I/We give the rights to the SAI to forfeit the Performance Security Deposit by me/us in case of breach of contract.
4. I hereby undertake to provide the services for supplying of WetRation as per the provisions in the tender document/Contract agreement.

Signature of the Authorised Signatory

**Designation:
(Office seal of the Bidder)**

Date:

Place:

TECHNICAL BID DOCUMENT

Mandatory details to be provided with seal & signature otherwise tender will be rejected summarily.

Sl. No.	Particulars	Page number
1	Name of the Tenderer/Firm, office address, Telephone No., Fax No., Fax No., Mobile No., E-mail (Please attach registration certificate of Firm/Shops)	
2	Present Dept (certificate) for supplying of Wet Ration. Details of Clients for supply of Wetratio, if any	
3	Experience Certificate, if any from past Agencies should be enclosed.	
4	Income Tax Return for the Past one year with self-attested copy of PAN Card	
5	All the bid documents need to be duly signed with seal.	
6	Statement of Average annual turnover of last one year duly signed by CA	
7	Self-declaration for not having been blacklisted by any Tender Inviting Authority	
8	Copy of GST No.	

(Name and Signature of Tender with stamp of the firm)

Section-XI

(A) CONTRACT AGREEMENT (On Stamp Paper)
CONTRACT FORM FOR SUPPLY OF WET RATION
SPORTS AUTHORITY OF INDIA,

Contract No _____ dated _____

This is in continuation to this office's Notification of Award No _____ dated _____

1. Name & address of the Service Provider: _____
2. SAI's Bidding Document No _____ dated _____ and subsequent Amendment No _____ dated _____ (if any), issued by the Centre.
3. Service Provider Bid No _____ dated _____ and subsequent communication(s) No _____ dated _____ (if any), exchanged between the service provider and the SAI in connection with this Bid.
4. In addition to this Contract Form, the following documents etc., which are included in the documents mentioned under paragraphs 2 and 3 above, shall also be deemed to form and be read and construed as integral part of this contract:
 - (i) General Conditions of Contract;
 - (ii) Schedule of Requirements;
 - (iii) Technical Specification;
 - (iv) Bid form furnished by the supplier;
 - (v) Price Schedule(s) furnished by the supplier in its Bid;
 - (vi) SAI's Notification of Award
5. Some term, conditions, stipulations, etc. out of the above-referred documents are reproduced below for ready reference:

(i) Brief particulars of the services which shall be provided by the service provider are as under:

Schedule No.	Brief description of services	Total price	Terms of services

Any other additional services (if applicable) and cost thereof: _____

Total value (in figure) _____ (In words) _____

- (ii) Contract Period:
- (iii) Details of Performance Security:
- (iv) Service Provider:
- (v) Defect Liability Period
- (vi) Payment term:

**(Signature, name and address
 Of the SAI's authority official)**

For and on behalf of Director General, Sports Authority of India

Received and accepted this contract

 [Signature with date, name and designation]

for and on behalf of Messer's _____

[Name & address of the service provider]

(seal of the service provider)

Date: _____

Place: _____

SPORTS AUTHORITY OF INDIA
REGIONAL CENTRE, KANDIVALI, MUMBAI-400101

TERMS & CONDITIONS OF TENDER FOR SUPPLY OF MESS ITEMS

1. Only the actual stockiest, Authorized Distributors, Dealers, Wholesalers in each product as the case may be, are allowed to quote. The offers of middlemen and those who are not in the line will not be entertained.
2. The word "**Tender for Supply of (name of items).....**" should be super-scripted on the top left corner of envelopes bearing the name and address of the tenderer. The sealed should accompany the following :-
 - (a) Documents mentioned at page No. 2 & 5 of Tender Form duly filled in the and signed on all pages by Tenderer, should be submitted in **ENVELOPE -A.**
 - (b) Rates quoted for each item/brand as per Proforma at Annexure-I should be in **ENVELOPE-B marking as "FINANCIAL BID"**.
3. If the MRP is quoted in the Financial Tender Form, the tenderer should invariably indicate the percentage of discount allowed against each item on MRP. **SAI has the option to allot all items to such tenderer who has quoted the lowest rates for 80% or above items (including all major items) in that particular category.** Rates should be written in figures & words.
4. The tenderer must use the approved tender forms only and tenderer should quote for all the items mentioned in the List of items under each category.
5. Prices quoted by the Tenderer (Incl. tax) shall be valid for a period of 3 months from the date of our acceptance of your tender except in the case of items of MRP and no increase in price of other items whatsoever will be released.
6. The successful tenderer will have to execute an Agreement for the due performance of this contract on non-judicial stamp paper worth Rs. 100/- within one week of the receipt of the allotment order and till then no payment will be released.
7. The quantities indicated are approximate requirement and are subject to increase/decrease without notice and the Tenderer will be bound to supply the increased/decreased requirement at the quoted rates.
8. Delivery will be the essence of the contract and if the materials are not delivered within the specified time/period or not conform to SAI's requirement standard, the Centre will reserve the right to reject the same and purchase the goods from other sources and the defaulting tenderer will, on demand, unconditionally arrange to reimburse the sum equivalent to the difference between the rate tendered by him and the rate of the item procured from source(s).
9. Your quotation shall include free delivery to our designated location(s) SAI CAMPUS/ SAI NCOE. The receipt of quantity supplied will be prepared in duplicate and one copy will be kept by SAI and the other to be brought in full and any shortage in weight shall be treated as non-supply and action will be taken in terms of the agreement.
10. The officer receiving the stores will have the right to reject the articles if not found fresh or substandard. In case of any adulteration in the food articles, the supplier will be held responsible under the clauses laid down in Prevention of Food Adulteration Act, 1955, as amended to date.

11. The centre reserves the right to inspect the successful tenderers premises through its representatives and shall be final judge of the suitability of the premises and the manufacturing conditions.
12. The successful tenderer shall furnish a cash deposit of Minimum 5% of total value of purchase as SECURITY DEPOSIT Through DD/ Pay order in favour of Regional Director RC SAI Mumbai. The deposit will be free of interest and is liable to be forfeited in whole or in part as may be determined by SAI at its sole discretion in the event of any lapse or unsatisfactory supply of goods, affecting the reputation of the authority and/to the regularity and efficiency of its service. Such Security amount will be returned after 60 days from the expiry of contract period.
13. The terms and conditions can be modified, changed or added to, at the time of finally concluding and signing the agreement.
14. The Regional Director SAI reserves the right to cancel the contract without giving any reason at any time.

ARBITRATION CLAUSE

15. In the event the said mutual discussions/conciliation fail, the aggrieved party shall initiate arbitration proceedings for resolution of differences/disputes etc. mentioned above by appointing a sole Arbitrator, who shall be the Director General of SAI. In such event the said proceeding shall be conducted in accordance with the provision of the Arbitration and Conciliation Act 1996.
16. The venue of such arbitration proceedings shall be at Mumbai only and the courts in Mumbai alone will be the jurisdiction in respect of all proceedings connected therewith.
17. The Regional Director, SAI, RC, Mumbai will be legally and lawfully competent to cancel the contract of supply and also to take any other action against the supplier including imposing of any penalty on the supplier during the pendency and till the final execution of the contract of supply in case the supplier is ever found to have committed any fraud against them or over-billing for any material so supplied to them or financial losses during the contract period or committed breach of agreement.

TECHNICAL BID - Envelope "A" (Separate Cover)

18. The word "TENDER FOR THE SUPPLY OF (Wet Rations) should be super-scripted on the top left corner of envelope bearing the name and address of the tenderer.

The following document will be in the Technical Tender Envelope invariably:

- a) Tender Form duly signed on all pages for having presumed read and accepted the terms and conditions.
- b) Other Documents/Details as required

FINANCIAL BID – Envelope "B" (Separate Cover)

19. I) Proforma for "Financial Bid" of the tender document after the rates duly quoted.

Note: The financial Bid will be opened only if the tenderer fulfils all the Requirements as per Technical Bid.

The envelope containing the documents as mentioned in SL. No. 18&19 above should be sealed and be super-scripted technical Bid- "A" and Financial Bid-"B" as the case may be. The envelopes "A" & "B" shall be submitted in one single sealed envelope addresses to the Regional Director, Sports Authority of India, Regional Centre, Kandivali (East), Mumbai – 400101 on or before **24/03/2020 by 04:00 PM**. By a Committee appointed by the competent authority on the same day in the presence of the tenderers or their authorized representatives.

20. Regional Director RC Mumbai reserves the Right to reject any or all tender without assigned any reason.
21. After submitting the bill credit must be One Month

The above terms and conditions are acceptable to me.

(Signature of the Tenderer with Stamp)

Name (in Block letters)

Address:

.....

ANNEXURE "A"

**APPROXIMATE MONTHLY QUANTITY OF WET RATION ITEMS FOR STC
KANDIVALI (E)**

S/NO.	PARTICULARS	RATE(Inclusive of all taxes)	Approximate required QUANTITY (per month)
1.	FISH		100 Kg
2.	BANANA		1250 Doz
3.	FRUITS(APPLE/SWEETLIME/GRAPES/CHICKU/ PINEAPPLE/WATER MELON/ PEARS/ GUAVA/ ORANGE/POMEGRANATE)		50 Kg
4.	MODERN SLICE BREAD(400 GM ONE LOAF)		1200 Pkts
5.	PAW(35 GM) EACH		200 Ladi
6.	MILK (IN 500 ML PACKS)		3300 Ltr
7.	CHICKEN(CLEANED)		600 Kg
8.	EGGS		400 Kg
9.	PANNEER		100 Kg
10	CURD		400 Kg
11.	GREEN VEGETABLES		List attached
12.	GARLIC		50 Kg
13.	ONION		1250 Kg
14.	ICE-CREAM(CONE)		200 Pcs

**(STC INCHARGE)
SAI STC KANDIVALI (E)**

ANNEXURE "A"

APPROXIMATE MONTHLY QUANTITY OF GREEN VEGETABLES FOR STC
KANDIVALI (E)

S/NO.	PARTICULARS	RATE(Inclusive of all taxes)	Approximate required QUANTITY (per month)
1	Tomato		300 Kg
2	Cauliflower		50 Kg
3	Cabbage		30 Kg
4	Carrot		200 Kg
5	Cucumber		200 Kg
6	French Beans		05 Kg
7	Beetroot		50 Kg
8	Brinjal		50 Kg
9	Capsicum		50 Kg
10	Ginger		35 Kg
11	Green Chilly		35 Kg
12	Spinach		200 Kg
13	Mint		04 Kg
14	Radish		05 Kg
15	Green Coriander		30 Kg
16	Methi Leaf		100 Kg
17	Lemon		3000 Pcs
18	Padval		30 Kg
19	Dudhi		30 Kg
20	Drum Stick		05 Kg
21	Tendali		30 Kg
22	Suran		30 Kg
23	Pumpkin		30 Kg
24	Lady Finger		30 Kg
25	Mushroom		25 Kg
26	Green Peas (wet)		20 Kg

AUTHORISED SIGNATORY

Name in Block Letters: _____