

**NATIONAL COUNCIL OF SCIENCE MUSEUMS
SECTOR - V, BLOCK - GN, BIDHANNAGAR,
KOLKATA - 700 091**

Notice Inviting e-Tender

TENDER NO. I-18012/2/22(42)

On-line digitally signed e-tenders (limited) are invited for procurement of fabrication & supply of 8 Nos. of Inflatable 5 meter diameter Taramandal Domes with Blower fans at National Council of Science Museums (NCSM), Kolkata strictly as per the Council's specifications. Vendors who have the capabilities of executing the order may download the Tender Papers from Central Public Procurement Portal (CPPP): <http://eprocure.gov.in/eprocure/app> or from Council's website www.ncsm.gov.in as per the following schedule:-

Published Date	May 10, 2022
Bid Document Download Start Date	May 10, 2022
Bid Document Download End Date	May 22, 2022
Bid Submission Start Date	May 10, 2022 (from 02:00 p.m.)
Bid Submission End Date	May 23, 2022 (up to 12:00 Noon)
Technical(Techno-Commercial) Bid Opening Date	May 24, 2022 (at 12:00 Noon)
Financial Bid opening date	To be notified later

The on-line bid should be uploaded by the due date and time as per the above schedule. Online Technical (Techno-Commercial) Bid will be opened at the first instance in this office **at 12 Noon on May 24, 2022** for technical evaluation as well as selection of techno-commercially acceptable offers and at the second stage, the Financial Bids of only the selected and techno-commercially acceptable offers will be opened at a later date to be notified in the portal later subject to completion of Technical Evaluation of the offers. Decision of the Council regarding selection of eligible and qualified vendors/firms and or equipment in particular for opening the Financial Bid shall be final and binding on the bidders.

NCSM reserves the right to accept or reject any or all tenders in full or part without assigning any reason whatsoever. NCSM shall also not be bound to accept merely the lowest tender but the technical suitability, capability and superiority of the materials as well as after sales service including infrastructure to render such service etc. shall be of prime consideration for selection of the materials.

**NATIONAL COUNCIL OF SCIENCE MUSEUMS
SECTOR-V, BLOCK-GN, BIDHANNAGAR,
KOLKATA – 700 091.**

TENDER NO. I-18012/2/22(42)

General Information and Instructions

1. The instruction given herein will be strictly binding on the tenderers and deviation, if any will make the tender or tenders liable to be considered invalid. Tenders incorporating additional conditions by the tenderer are liable for rejection.
2. Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app> Manual bids shall not be accepted.
3. The instruction given in “Annexure-A” for “Instruction for Online Bid Submission” should be strictly followed during submission of the Bid.
4. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
5. **Validity of Bids:** The Bids should remain valid for 180 days from the date of bid opening.
6. **Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection. Conditional tenders will be rejected. Non-compliance of applicable General Information and Instruction will disqualify the Bid.
8. The tenderers should have Digital Signature Certificate (DSC) for filling up the Bids. The Person signing the tender documents should be authorized for submitting the on line e-tender.
9. The Financial Bid (BOQ) shall be filled in and signed by the authorized signatory online as per Proforma “Annexure-E” available at Central Public Procurement Portal e-tender system website <http://eprocure.gov.in/eprocure/app>. Off line Financial Bid shall not be accepted.
10. **Tender must be uploaded online by the bidder alongwith the self-attested and stamped scanned copies of the documents in two separate covers marked Cover-1 and Cover-2. The contents of Cover-1 and Cover-2 shall be as follows: -**

Cover-1

- i) **General Terms & Conditions (as detailed in Annexure-B) shall be duly signed & stamped as a token of acceptance.**
- ii) **Copy of the current and valid Trade License and/ or Dealership Certificate, as applicable, duly signed by the authorized signatory with official stamp.**
- iii) **Scanned Copy of the current and valid GST Registration Certificate indicating GST number & PAN Card duly signed by the authorized signatory with official stamp.**

- iv) **The ‘Declaration’ (as detailed in Annexure-C).**
- v) **Technical (Techno- Commercial) Bid (as detailed in Annexure- ‘D’)**
- vi) **The ‘Technical Specification’ and ‘Drawings’ as detailed in Annexure-F (as a token of acceptance for delivery of materials in accordance to the Council’s Specifications)**
- vii) **BID SECURITY DECLARATION (as detailed in Annexure- ‘G’)**

Cover-2

The Financial Bid (as per Annexure-E format) i.e. Schedule of Price Bid in the form of attached BOQ Proforma shall be duly filled in, digitally signed and uploaded online by the bidder.

- 11 The authorities of National Council of Science Museums, who do not bind themselves to accept the lowest tender, reserve the right to reject or accept any or all tenders wholly or partially without giving any notice or assigning and reason whatsoever.

**NATIONAL COUNCIL OF SCIENCE MUSEUMS
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KOLKATA – 700 091.**

TENDER NO. I-18012/2/22(42)

Instructions for Online Bid Submission

1. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.
2. More information useful for submitting online bids on the CPP Portal may be obtained at <https://eprocure.gov.in/eprocure/app>

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrolment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Bidders should go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) A standard Price Schedule format (BOQ) has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. **In case no rate value is required to be quoted in any particular cell, that cell must be kept blank, figure ‘0’ (zero) shall not be entered in such cell(s).** Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
- 4) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 5) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall,

the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

- 6) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 7) Upon the successful and timely submission of bids (i.e. after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 8) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

1. Any enquiries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. 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. The contact number for the helpdesk is 1800 233 7315.

**National Council of Science Museums
Sector – V, Block – GN, Bidhannagar,
Kolkata – 700 091.**

TENDER NO. I-18012/2/22(42)

Tender for Fabrication & Supply of 8 nos. of 5 meter-diameter Inflatable Taramandal Domes with Blower Fans with all standard accessories strictly as per Council's specification and supply at National Council of Science Museums, Kolkata.

General Terms & Conditions (GTC).

1. Bidders should have necessary infrastructure and facilities so as to take up the job of Fabrication & supply of the tendered items strictly as per council's specification and drawing with required financial capability.
2. **Price:**
The prices / rates quoted shall be inclusive of cost of all materials, fabrication, supply and all incidental charges including Registration, Permit, Road Tax, Insurance etc. for fabrication and supply of Inflatable Domes with blower fans strictly as per Council's at National Council of Science Museums, Kolkata. The rate of GST and any other taxes / levies to be imposed on the rate shall be clearly mentioned. Prices and rate quoted shall be firm and fixed for the entire period of execution of the order and no escalation of rate on any ground whatsoever shall be applicable.
3. The successful Tenderer shall submit the following documents within 03 (three) days from the date of placement of the order: -
 - i. Duplicate copy of the order duly signed and stamped as a token of acceptance of the order.
 - ii. Security Deposit as contained in Clause 07 herein below
4. **Time of Completion:**
Time is the essence of this work. The fabrication job / work shall be made / completed as per following schedule: -

Delivery Schedule will be strictly as follows: -
 - **Stage: I**
01 (One) Dome within 30 days from the date of placement of order for obtaining approval from the competent authority of National Council of Science Museums.
 - **Stage – II**
4 (Four) Domes by 75 days from the date of placement of order.
 - **Stage – III**
3 (three) Domes by 120 days from the date of placement of order.

Inflatable Taramandal Domes with Blower Fans complete in all respect strictly as per enclosed specifications duly inspected and approved by the competent authority of the

Council should be delivered at the following address by sticking to the above delivery schedule:

National Council of Science Museums
33, Block GN, Sector V, Bidhan Nagar
Salt Lake, Kolkata 700091

For non-compliance of any of the above terms and non-delivery of the tendered items, complete in all respects within the above stipulated delivery schedule, the Council shall have the right either to cancel the order or impose penalty as detailed in Clause No.05. Decision in this regard taken by the Council shall be final and binding on the successful tenderer.

5. **Penalty Clause:**

The time allowed for carrying out the work as detailed in Clause No. 04 shall be strictly observed by the successful tenderer. The work shall, throughout the stipulated period of the order, be proceeded with all diligence (time being deemed to be the essence of the order) and the successful tenderer shall pay to the Council an amount equal to 1% of the amount of the contract value for every week that the work may remain incomplete as per the delivery schedule as stipulated in Clause No. 04 subject to maximum compensation of 10% of the contract value after which period, action will be taken by the Council as will deem fit.

6. Every effort should be made to complete the work/job by the successful tenderer within the specified time schedule. In case the firm fails to comply with Clause No. 04 within the specified time schedule as per the finalized and accepted terms & conditions, the Council shall have the right to either impose Penalty Clause or cancel the order forthwith and the Earnest Money Deposit / Security deposit retained with the Council shall be automatically forfeited. The decision of the Council in this regard shall be final and binding on the successful tenderer.

7. **Security Deposit:**

Total Security Deposit shall be 3% of the value of the order and the same shall be paid in the form of Demand Draft, Online e-transfer or Bank Guarantee from a Commercial bank in favour of 'NATIONAL COUNCIL OF SCIENCE MUSEUMS, KOLKATA. The Security Deposit shall be released after expiry of the defect liability period of 12 (twelve) months after final completion of work and delivery of Inflatable Taramandal Domes at NCSM. No interest shall be paid on the Security Deposit retained with the Council.

8. **Inspection:**

The successful tenderer shall arrange for inspection by the authority of NCSM once in 15 days for entire period of delivery schedule for continuous monitoring. Any defect / deviation from the specifications of the Council pointed out by the Competent Representative of this Council during such inspections have to be promptly rectified to ensure desired quality of work. It would be mandatory on the part of the successful tenderer to arrange inspection and obtain approval of every stages of work as detailed in Clause No. 4 (Time of Completion).

9. **Payment Terms:**

No advance payment shall be made by the Council under any circumstances.

However, payment shall be released in three parts :

Part 1 – After satisfactory completion of supply as stipulated in stage 1 i.e. after supply of 1 No. of dome duly supported by receipted challan and satisfactory inspection / work completion certificate issued by the authorized representative of the Council along with invoice and bank details.

Part 2 : After satisfactory completion of supply as stipulated in stage 2 of delivery schedule i.e. after completing the supply of 4 Nos. of domes duly supported by receipted challan and

satisfactory inspection / work completion certificate issued by the authorized representative of the Council along with invoice and bank details.

Part 3 : After satisfactory completion of supply as stipulated in stage 3 of delivery schedule i.e. after completing the supply of 3 Nos. of domes duly supported by receipted challan and satisfactory inspection / work completion certificate issued by the authorized representative of the Council along with invoice and bank details.

10. **Defect Liability Period:**

The defect liability period shall be 12 (Twelve) months from the date of supply and acceptance of the taramandal dome as certified by the authority of NCSM. The successful tenderer shall be responsible for any type of defect of the dome for a period of 12 (Twelve) months from the date of actual completion of job. The successful tenderer shall rectify the defects within a reasonable time up to the satisfaction of the competent authority of the Council or otherwise the Council shall have the right to rectify the defect at the successful tenderer's own risk and cost which will be deducted from the Security Deposit. Decision of the Council in this regard shall be final and binding on the successful tenderer.

11. The materials used by the successful tenderer shall conform to the description and / or specification given by the Council. Sub-standard quality of materials will not be accepted. The samples must be got approved well in advance from the competent authority of the Council.

12. Income Tax and any other taxes/levies as applicable shall be deducted at source from the payment due to the tenderer as per Govt. rules.

13. Bad workmanship will not be accepted and if carried out is liable to be rejected and should be rectified by the successful tenderer at his cost as per specifications and directions given by the authorized representative of the Council. The decision of National Council of Science Museums, as to items of bad workmanship and proper replacement/rectification will be final and binding on the tenderer.

14. Technical Specifications of the items under tender are enclosed for guidance. However, if any ambiguity in the specification is detected subsequently during the execution of work or otherwise it shall be promptly brought to the notice of the Council for clarifications. No deviation from the approved specification shall be made by the successful tenderer without written approval of this Council.

15. The successful tenderer shall not under any circumstances whatsoever transfer wholly or partially the contract/agreement/work order to any other person(s)/firm/company or assign the agreement or benefits of this agreement to any other party for any reason whatsoever. Otherwise this agreement will automatically stand cancelled.

16. In case the successful tenderer refuses to accept the offer after finalisation or does not comply with the Clause No. 03 above within 15(fifteen) days from the date of placement of the order as per the finalized and accepted terms & conditions, earnest money deposit would be automatically forfeited and the order shall be cancelled forthwith.

17. The authorities of National Council of Science Museums reserve the right to amend, alter or modify the terms & condition mentioned above if necessary, from time to time.

18. The authorities of National Council of Science Museums, do not bind themselves to accept the lowest tender, reserves the right to reject or accept any or all tenders wholly or partially without assigning any reason whatsoever.

19. The successful tenderer shall obtain necessary trade and other licenses as may be required to carry out the fabrication of Domes as per Council's specifications and shall also be responsible for compliance of all rules and regulations and all the statutory obligations which may be in force from time to time by the appropriate authority and will keep the Council indemnified for and in respect of all his / their acts and / or omission.
20. All disputes and differences between the successful tenderer and the Council of any kind, except quality of workmanship and materials, whatever arising out of or in connection with the order on the carrying out of the work (whether during the progress of the work or after their completion and whether before or after the determination, abandonment or breach of the terms and conditions of the order) shall be referred to the sole arbitration of a person nominated by the Director General, National Council of Science Museums, whose decision in this regard will be final and binding on both the successful Tenderer and the Council.

The provisions of the Arbitration and Reconciliation Act 1996 or any statutory modification of the rules made there under for the time being in force shall apply to arbitration's proceedings under this Clause.

**National Council of Science Museums,
Sector – V, Block GN, Bidhannagar,
Kolkata – 700 091.**

TENDER NO. I-18012/2/22(42)

DECLARATION

We do hereby accept the ‘General Terms & Conditions’ as provided by the National Council of Science Museums along with the Tender documents for fabrication & supply of 8 (eight) nos. of Inflatable Taramandal Domes with blower fans strictly as per Council’s specification. The Council shall be at liberty to cancel the order in full or in part and also forfeit the Security Deposit in the event of failure of any of the above Declaration made by us and / or non compliance of any of the Clause of the said ‘General Terms & Conditions’

Signature of the Tenderer / Constituted Attorney.

**NATIONAL COUNCIL OF SCIENCE MUSEUMS
SECTOR-V, BLOCK-GN, BIDHANNAGAR,
KOLKATA – 700 091.**

TENDER NO. I-18012/2/22(42)

TECHNICAL (Techno-Commercial) BID

**ALL PARTICULARS / INFORMATIONS SHOULD BE GIVEN IN THE FOLLOWING
FORMAT WITH COMPLETE DETAILS.**

01. Name & Address of the Firm/Bidder :

02. Mention Registration No. :
(Please enclose valid certificate)

03. Mention GST Registration Number :
and attach current valid GST
Registration Certificate

04. PAN Number :
(Please enclose certificate)

05. Telephone Number(s) :
Mobile :
Office :
E-mail address :
Contact Person's name and mobile number :

06. Back ground details of the firm :

07. State the Name of the Banker including IFSC Code :
and Account Number of the Tenderer to follow
digital mode of payment.

08. Past experience in such business for last 3 years :
giving details of established clients especially
Government offices. Submit satisfactory
certificate issued by such clients and
Government offices.

09. Whether capable for fabrication & supply the :
Tendered Inflatable Taramandal Domes with
Blower Fans strictly as per enclosed technical
specification. As detailed in Annexure-E

(Please mention 'YES' or 'NO')

- (i) If it is mentioned 'YES' above submit copies of product brochure (for product categories) as a proof of their statement.
- (ii) If it is mentioned 'NO' above, submit detailed deviation to be made from enclosed Technical Specification (attach extra sheet, if required)
10. Submit the documentary evidence :
Regarding execution of contract of similar nature in last three years.
11. Proof of financial status of the company/ audited Balance Sheet for last 3 years indicating total turnover as well. (Submit documentary evidence). :
12. Please submit I.T. Returns in last 3 years
13. Whether agreed to accept the **Payment Terms as detailed in Clause No.9** of General Terms & Conditions.
(Please mention 'YES' or 'NO') :
- If the answer is 'NO', then mention your Payment Terms.
- (No advance / part payment without adequate security in the form of Bank Guarantee shall be considered/released by the Council for any reason whatsoever.)**
14. Whether agreed to accept the Delivery Schedule as: detailed in Clause No. 4 of General Terms & Condition of the tender.
(Please mention 'YES' or 'NO'.) :

I/We hereby declare that the above statements are true and have read and understood the terms & condition of the tender documents. I/We also declare that the decision of National Council of Science Museums regarding selection of eligible firms for opening of Financial Bid (Part-II) shall be final and binding on me/us.

Dated

Official Seal

Signature of the Tenderer /Constituted Attorney

TENDER NO. I-18012/2/22(42)

Tender for fabrication & supply of 8 (eight) nos. of Inflatable Taramandal Domes with blower fans strictly as per Council's drawing and specification.

BID SECURITY DECLARATION FORM

Date: _____

To
The Director General
National Council of Science Museums
Sector V, Block GN, Bidhannagar
Kolkata 700 091

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Security Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of **three years** from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity
 - (i) fail or refuse to execute the contract, if required, or
 - (ii) fail or refuse to furnish the Performance Security, in accordance with the RFP terms.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signature of Authorized Person with Company Seal