

**COMMANDANT, STATE DISASTER RESPONSE FORCE U.P.  
Noornagar Bhadarsa, Lucknow - 226002**

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**COMPETITIVE e-Bidding FOR  
THE SUPPLY OF S.D.R.F. EQUIPMENTS OF PORTABLE STAGE FOR S.D.R.F.  
BATTALION, UTTAR PRADESH**

e-Bid REFERENCE	: K-11/2020(58)
PUBLISH DATE AND TIME FOR RFP	: 21 -01- 2021 at 05:00 P.M.
LAST DATE AND TIME FOR SUBMISSION OF E-Bid s	: 11-02-2021 at 02.00 P.M.
DATE AND TIME OF OPENING OF ON LINE TECHNICAL E-Bid	: 11-02-2021 at 06.30 P.M.
PLACE OF OPENING OF E-Bid s	: State Disaster Response Force U.P. Noornagar Bhadrasa, Tehsil-Sarojininagar, Pragna-Bijnor, Lucknow
ADDRESS FOR COMMUNICATION	: COMMANDANT, STATE DISASTER RESPONSE FORCE U.P. LUCKNOW
e-Bid EMD	: E.M.D. Details of PORTABLE STAGE is given in e-Tender Notice and e-Tender Form

**It will be the responsibility of the e-Bidders to check U.P. Government e-Procurement Website <https://etender.up.nic.in> for any amendment through corrigendum in the e-Tender Document. In case of any amendment, e-Bidders will have to incorporate the amendments in their e-Bidders accordingly.**

<b>Cost of E-Bid Documents :</b>	<b>: Tender Cost Details of PORTABLE STAGE is given in e-Tender Notice and e-Tender Form</b>
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## कार्यालय राज्य आपदा मोचन बल (एस0डी0आर0एफ0) वाहिनी मुख्यालय उ0प्र0,

नूरनगर भदरसा, तहसील-सरोजनीनगर, परगना-बिजनौर, लखनऊ-226002

CUG NO : . 7839869302

ई-मेल आई0डी0-compacsdrf@uppac.net

पत्र संख्या: क-11/2020(58)

दिनांक : जनवरी 21 ,2021

### ई-निविदा सूचना

राज्य आपदा राहत निधि के अन्तर्गत राज्य आपदा मोचन बल (एस0डी0आर0एफ0) हेतु स्वीकृत विशेषीकृत उपकरणों PORTABLE STAGE के क्रय हेतु आनलाइन <https://etender.up.nic.in> के माध्यम से उ0प्र0 पीएसी विभाग में दिनांक 11-02-2021 को अपरान्ह 14-00 बजे तक ई-निविदा आमंत्रित की जाती है, जो राज्य आपदा मोचन बल, लखनऊ के कार्यालय में दिनांक 11-02-2021 को अपराह्न 1830 बजे आनलाइन तकनीकी ई-निविदा खोली जायेगी। बिड दिनांक 21-01-2021 को 1700 बजे अपरान्ह से डाउनलोड/अपलोड किया जा सकता है। तकनीकी निविदा नियमानुसार अर्ह/उपयुक्त पाये जाने पर वित्तीय भाव पत्र दिनांक 16-02-2021 को अपरान्ह 1830 बजे आनलाइन खोली जायेगी। कार्यालय बन्द होने या छुट्टी होने की दशा में यह बिड अगले कार्यालय दिवस में उसी समय खोली जायेगी।

क्रम सं.	उपकरण का नाम	कुल मात्रा	निविदा शुल्क (Applicable taxes extra)	धरोहर राशि (EMD)	आपूर्ति अवधि	सम्पूर्ति का स्थान
1	2	3	4	5	6	7
58	PORTABLE STAGE	15	₹ 570	₹ 3500	30 दिवस	राज्य आपदा मोचन बल नूरनगर भदरसा, तहसील-सरोजनीनगर, परगना-बिजनौर, लखनऊ-226002

#### नियम एवं शर्तें:-

- 1- यह ई-निविदा/बिड सूचना उ0प्र0 सरकार की वेबसाइट <https://etender.up.nic.in> एवं उ0प्र0 पुलिस की वेबसाइट <https://uppolice.gov.in> पर भी उपलब्ध है।
- 2- ई-निविदा की विस्तृत शर्तें निविदा प्रपत्र के साथ उपलब्ध होगी।
- 3- निविदा दाता को निविदा जमा करने के साथ उपकरणवार अलग-अलग निविदा प्रपत्र मूल्य (उपरोक्त अंकित)का डिमांड ड्राफ्ट/बैंकर्स चेक सेनानायक, एसडीआरएफ, लखनऊ के पक्ष में दिनांक 11-02-2021 को अपरान्ह 1400 बजे तक जमा करना होगा, अन्यथा उनकी बिड

Unresponsive मानते हुये कोई विचार नहीं किया जायेगा। ई-निविदा शर्तों एवं स्पेशीफिकेशन के अनुसार समस्त प्रपत्र की स्कैन कापी भी बिड के साथ ई-टेंडर पोर्टल पर अपलोड करना होगा।

- 3- धरोहर धनराशि राष्ट्रीयकृत बैंक के द्वारा केवल डिमांड ड्राफ्ट/बैंकर्स चेक के रूप में सेनानायक, राज्य आपदा मोचन बल नूरनगर, भदरसा, लखनऊ के नाम/पक्ष में बन्धक तथा लखनऊ में देय होना अनिवार्य है, जिसकी स्कैन कापी आनलाइन अपलोड करना अनिवार्य होगा एवं दिनांक 11-02-2021 को अपरान्ह 1400 बजे तक मूल प्रति उपलब्ध कराना अनिवार्य होगा, अन्यथा निविदा स्वीकार नहीं की जायेगी।
- 4- निविदादाता/बिडर द्वारा ई-निविदा डालते समय प्रक्रिया की पूर्ण जानकारी/ट्रेनिंग अथवा किसी अन्य कारण से शर्तों को पूर्ण न कर पाने/बाधित हो जाने के कारण निविदा न पड़ने पर विभाग की कोई जिम्मेदारी नहीं होगी।
- 5- कोई भी निविदादाता जो राज्य सरकार द्वारा काली सूची में दर्ज हो, वह निविदा प्रक्रिया में भाग नहीं ले सकेगा।
- 6- विशिष्ट परिस्थितियों में ई-निविदा जमा/खोलने का स्थान व तिथि में यदि कोई परिवर्तन होता है तो इसकी सूचना उ0प्र0 पुलिस की वेबसाइट <https://uppolice.gov.in> के Provincial Armed Constabulary (PAC) पर प्रदर्शित/अपलोड कर दी जायेगी।
- 7- निविदा जमा करने व खोलने आदि का पूर्ण विवरण एवं समय-सारिणी निविदा की शर्तों में उपलब्ध है।
- 8- इस ई-निविदा को पूर्ण रूप से निरस्त करने या बिना कारण बताये आंशिक संशोधन का अधिकार अधोहस्ताक्षरी के पास सुरक्षित रहेगा। अधोहस्ताक्षरी को क्रय किये जाने वाले उपकरणों की संख्या घटाने, बढ़ाने का भी अधिकार होगा।

**(डॉ० सतीश कुमार)**

सेनानायक,

राज्य आपदा मोचन बल उ0प्र0,  
लखनऊ।

## **INVITATION FOR e-Bids**

### **THIS INVITATION FOR e-Bid IS FOR THE SUPPLY OF S.D.R.F. EQUIPMENTS OF PORTABLE STAGE FOR S.D.R.F. BATTALION, UTTAR PRADESH.**

1. Bidders are advised to study the e-Tender Document carefully. Submission of e-Bid against this tender shall be deemed to have been done after careful study and examination of the procedures, terms and conditions of the tender Document with full understanding of its implications.
2. The e-Bid prepared in accordance with the procedures enumerated in ITB Clause 15 of Section-I should be submitted through e-Procurement website <https://etender.up.nic.in>.
3. The tender document is available at e-Procurement website <https://etender.up.nic.in> and UP Police website <https://uppolice.gov.in> from 21-01-2021. Interested bidders may view, download the e-Bid document, seek clarification and submit their e-Bid online up to the date and time mentioned in the table below:

(a)	Date of publication of e-Tender notice & availability of tender document	e-Tender notice & e-Tender document has been published over e-procurement website <b><a href="https://etender.up.nic.in">https://etender.up.nic.in</a></b> and <b><a href="https://uppolice.gov.in">https://uppolice.gov.in</a></b> and Tender document will be available from 21-01-2021 at 1700 PM
(b)	Availability of e-Tender document on website	21-01-2021 at 17.00 PM at e-procurement website <b><a href="https://etender.up.nic.in">https://etender.up.nic.in</a></b> and <b><a href="https://uppolice.gov.in">https://uppolice.gov.in</a></b>
(c)	e-Bid submission start date & time (submission of e-Tender fee, EMD and other supporting documents in PDF/ XLS format)	21-01-2021 at 17.00 PM
(d)	e-Bid submission end date & time	11-02-2021 at 02.00 PM
(e)	Online technical e-Bid opening date & time	11-02-2021 at 18.30 PM
(f)	Online financial e-Bid opening date & time (Only of technically qualified bidders)	16-02-2021 at 18.30 PM
(g)	Venue of opening of technical & financial e-Bids	STATE DISASTER RESPONSE FORCE U.P., NOORNAGAR BHADARSA , LUCKNOW-226002
(h)	Contact officer	NAME- DR. SATISH KUMAR, COMMANDANT SDRF UP Mobile- 09454400589 Tel/Fax- e-mail- compacsdrf@uppac.net
(i)	Cost of e-Bid document (Applicable taxes extra)	<b>₹ 570/-</b>
(j)	e-Bid Earnest Money	<b>₹ 3500/-</b>

4. The bidders need to submit the proof/cost of e-Bid document/processing as stated in the above table in Cash in the Purchaser's office or through Online through e-Tender portal in favor of SENANAYAK, SDRF, LUCKNOW (herein after referred as (SDRF UP/Purchaser) payable at Lucknow. The scanned copy of the Receipt of Online payment through e-Tender portal must be enclosed / uploaded along with the e-Bid s.

5. It is not necessary for a Bidder to quote all schedules of Bid. But if bidder is quoting any schedule, it is must to quote all items for that schedule. Bidders must quote for all the items in a schedule in the Technical Bid and in the price schedule/BOQ of financial bid. The bids of bidders who will not quote for all the items in any schedule in technical and financial bids shall be rejected.
6. All e-Bid must be accompanied by e-Bid Security/Earnest Money Deposit (EMD) in the form of Online through e-Tender portal / **Demand Draft / Bankers Cheque from Scheduled Bank**, drawn in favor of SENANAYAK, SDRF, Lucknow. The scanned copy of the e-Bid e-Tender fee/EMD must be submitted along with the e-Bid and the original should reach the Battalion Head Quarter State Disaster Response Force U.P. at Lucknow before opening of technical e-Bid s. No Interest would be payable on e-Bid Security (Earnest Money) deposited with the State Disaster Response Force U.P. Lucknow.
7. The e-Bid will be electronically opened in the presence of bidder's representatives, who choose to attend at the venue, date and time mentioned in the above table. An authority letter of bidder's/OEM representative will be required to be produced.
8. The Corporation reserves the right to cancel any or all the e-Bid s/annul the e-Bid process without assigning any reason thereof. The decision of Commandant, State Disaster Response Force U.P. Lucknow will be final and binding.
9. In the event of date specified for e-Bid s opening being declared a holiday for State Disaster Response Force U.P. Lucknow office then the due date for opening of e-Bid s shall be the following working day at the appointed time and place.
10. All the required documents including Price Schedule/BOQ should be uploaded by the e-Bidder electronically in the PDF/XLS format. The required electronic documents for each document label of Technical (Fee details, Qualification details, e-Bid Form and Technical Specification details) schedules/packets can be clubbed together to make single different files for each label.
11. The companies/firms who are registered at e-Procurement portal for e-Tendering with U.P. Electronics Corporation Ltd. (UPLC), 10, Ashok Marg, Lucknow (UP) would only be eligible for participating in this e-Tender as well as in e-Tendering system of U.P. Govt. departments. All companies/firms who have not registered themselves with UPLC for e-Tendering till date can get their registration done by depositing a filled in form issued by UPLC along with registration fee participating in this e-Tender and other e-Tenders of U.P. Govt. departments. The companies/firms, who are not having digital signature, can also get their digital signature on deposit of processing fees. The companies/firms may contact the officials on phone numbers 09454400589, 07839869302/03/04 for their Registration/Digital Signature Certificate related queries.

## SECTION I: INSTRUCTIONS TO BIDDERS (ITB)

### (A) THE BID DOCUMENT

#### 1. Cost of e-Bid

a) The bidder shall bear all costs associated with the preparation and submission of its e-Bid and State Disaster Response Force U.P. Lucknow hereinafter referred to as “the Purchaser”, will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the e-Bid process.

b) This E-Tender document is available on the web site <https://etender.up.nic.in> and UP Police website <https://uppolice.gov.in> to enable the bidders to view, download the e-Bid document and submit e-Bid s online up to the last date and time mentioned in e-Tender notice/e-Tender document against this e-Tender. The bidders shall have to pay e-Tender document fee (Table given below) of through Online e-Tender portal payable in favor of SENANAYAK, SDRF, Lucknow. The scanned copy of the Receipt of Online through e-Tender portal must be enclosed along with the e-Bid. This e-Tender document fee is non-refundable:-

Sl.No.	Quantity & Name of Equipments	Tender Cost (applicable taxes extra)
<b>1</b>	<b>2</b>	<b>3</b>
<b>58</b>	15 No. of PORTABLE STAGE	<b>₹ 570-00</b>

#### 2. Contents of e-Bid Document

2.1 The goods required to be supplied; e-Bid procedure and contract terms and conditions are prescribed in the e-Bid document. The e-Bid document includes:

- (a) Invitation for e-Bid
- (b) Section I : Instruction to bidders (ITB);
- (c) Section II : Conditions of Contract (CC);
- (d) Section III : Technical e-Bid ;
- (e) Section IV : Financial e-Bid ;

2.2 The bidder is expected to examine all instructions, forms, terms and specifications in the e-Bid document. Failure to furnish all information required as per the e-Bid document or submission of e-Bid not responsive to the e-Bid document in every respect will be at the bidder's risk and may result in rejection of the said e-Bid .

#### 3. Clarification of e-Bid Document

A prospective bidder requiring any clarification of the e-Bid document may raise his/her point of clarification through Bid Management Window after successfully login to the e-Procurement website <https://etender.up.nic.in>. The bidder may seek clarification by posting query in the relevant window after clicking "Seek Clarification" option in the view e-Tender details window for e-Tender which can be selected through my tender option of e-Bid submission menu. The clarification will be replied back by the Purchaser through the e-Procurement website which can be read by the bidder through the "Clarification" option under Bid Submission menu. The Purchaser may also respond to clarifications raised by the prospective bidders on Purchaser's e-mail address.

#### **4. Amendment of e-Bid Document**

- 4.1 At any time prior to the deadline for submission of e-Bid, the Purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the e-Bid document by amendments. Such amendments shall be uploaded on the e-Procurement website <https://etender.up.nic.in> and U.P. Police website <https://uppolice.gov.in> through corrigendum and shall form an integral part of e-Bid document. The relevant clauses of the e-Bid document shall be treated as amended accordingly.
- 4.2 It shall be the sole responsibility of the prospective bidders to check the web site <https://etender.up.nic.in> or UP Police website <https://uppolice.gov.in> from time to time for any amendment in the e-Tender document. In case of failure to get the amendments, if any, the Purchaser shall not be responsible for it.
- 4.3 In order to allow prospective e-Bidders a reasonable time to take the amendment into account in preparing their e-Bid s, the Purchaser, at his discretion, may extend the deadline for the submission of e-Bid s. Such extensions shall be uploaded on the e-Procurement website <https://etender.up.nic.in> and U.P. Police website <https://uppolice.gov.in>

## **(B) PREPARATION OF e-Bid**

### **5. Language of e-Bid**

- 5.1 The e-Bid prepared by the bidder, as well as all correspondence and documents relating to the e-Bid exchanged by the bidder and the Purchaser shall be written either in English or Hindi language. The correspondence and documents in Hindi must be accompanied by embedded/separate Hindi font files. Only English numerals shall be used in the e-Bid.

### **6. Documents Constituting the e-Bid**

- 6.1 The e-Bid prepared by the bidder shall comprise the following components:

(a) **Technical e-Bid** - Technical e-Bid will comprise of :

- (i) **Fee Details** – includes copies of e-Tender document processing Cost and Earnest Money Deposit (EMD) furnished in accordance with ITB Clause 12 in PDF format.
- (ii) **Qualification Details** – includes copies of required documents as per ITB Clauses 10 and 11 in PDF format justifying that the bidder is qualified to perform the contract if his/her bid is accepted and that the bidder has financial, technical and production capability necessary to perform the contract and meets the criteria outlined in the Qualification Requirement and Technical Specification and fulfill all the conditions of the Contract and that the goods and ancillary services to be supplied by the bidder conform to the e-Bid document and Technical Specifications.
- (iii) **e-Bid Form** – includes copy of filled in e-Bid Form as per Section-III(A) of e-Tender document in PDF format justifying that the bidder is complying with all the conditions of the Contract and Technical Specifications of the e-Bid Document as no deviation will be acceptable to the Purchaser.
- (iv) **Technical Specification Details** – includes copy of filled in Technical Specifications as per Section-III(C) of e-Tender document in PDF format.

(b) **Financial e-Bid** – Financial e-Bid will comprise of :

- (i) **e-Bid Form** – includes copy of filled in e-Bid Form as per Section-IV (A) of e-Tender document in PDF format.
- (ii) **Price Schedule/BOQ** – includes Price Schedule/BOQ in XLS format to be filled in after downloading from the e-Procurement website for this e-Tender.

### **7. e-Bid Form**

- 7.1 The bidder shall complete the e-Bid Form and the appropriate Price Schedule/BOQ furnished in the e-Bid document, including the goods to be supplied, their quantities and prices in the format given in the e-Bid document.



## **8. e-Bid Price**

- 8.1 The bidder shall quote separately in the downloaded spread sheet file for Price Schedule/BOQ unit price (Vendor must include GST and other Tax/Duty applicable on Govt. In case it is not mentioned, total quoted will be presumed to include GST and other Tax/Duty on the Govt.) Of each item in the specified places for all the goods mentioned in Section III(C) of Technical Specifications. The unit prices quoted shall be with onsite comprehensive warranty as well as extended warranty as per period specified in column-3 of Section III(C) of Technical Specifications.
- 8.2. e-Bid price of each item indicated on the Price Schedule/ BOQ as mentioned in Para 8.1 above, shall include all the cost till successful installation & commissioning at various offices situated in different cities of U.P. for all the items specified in the schedule of requirement and onsite comprehensive warranty maintenance i.e.
- I. The price of goods (ex-works, ex-factory, ex-showroom, ex-warehouse, or off-the-shelf, as applicable), including all duties and sales and other taxes already paid or payable:
    - (a) on components and raw material used in the manufacture or assembly of goods quoted ex-works or ex-factory; or
    - (b) On the previously imported goods of foreign origin quoted ex-showroom, ex-warehouse, or off-the-shelf.
  - II. Any Indian duties, sales and other taxes which will be payable on the goods if this Contract is awarded.
  - III. The price for inland transportation, insurance and other local costs incidental to delivery of the goods to their final destination.
  - IV. The price of other incidental services listed in Clause 11 of the Conditions of Contract.
- 8.3 Prices quoted by the bidder shall be fixed during the bidder's performance of the Contract and not subject to variation on any account subject to ITB Clause 25.1. An e-Bid submitted with an adjustable price quotation unless asked for shall be treated as non-responsive and rejected.

## **9. e-Bid Currencies**

Prices shall be quoted in Indian Rupees only.

## **10. Documents Establishing bidder's Qualification**

- 10.1 Pursuant to ITB Clause 6, the bidder shall furnish, as part of its Technical e-Bid, documents establishing the bidder's qualification to perform the Contract if its e-Bid is accepted. The documentary evidence should be submitted by the bidder electronically in the PDF format.
- 10.2 The documentary evidence of bidder's qualification to perform the Contract if its e-Bid is accepted shall be as per Qualification Requirements specified in Section III (D) of e-Tender document.

## **11. Documents Establishing Goods' Conformity to e-Bid Documents**

- 11.1 Pursuant to ITB Clause 6, the bidder shall furnish, as part of its e-Bid, documents establishing the conformity to the e-Bid documents of all goods and services which the bidder proposes to supply under the contract. The documentary evidence should be in the PDF file format.
- 11.2 The documentary evidence of conformity of the goods and services to the e-Bid documents shall consist of:
- (a) The brochures/leaflets/the document downloaded from the internet site of the OEM of the goods offered in support of the technical specifications asked in the e-Tender.
  - (b) An item-by-item commentary on the Purchaser's Technical Specifications demonstrating substantial responsiveness of the goods and services to those specifications or a statement of deviations and exceptions to the provisions of the Technical Specifications;
  - (c) A confirmation that the bidder is either OEM or Authorized dealer of the OEM. Willful misrepresentation of these facts shall lead to the cancellation of the e-Bid / contract without prejudice of other remedies that the Purchaser may take.

## **12. e-Bid Earnest Money Deposit (EMD)**

- 12.1 Pursuant to ITB Clause 6, the bidder shall furnish, as part of its e-Bid, an e-Bid EMD **submitted online through e-Tender portal / Demand Draft / Bankers Cheque from Scheduled Bank through e-Tender portal in favor of SENANAYAK, SDRF, Lucknow**. The scanned copy of the e-Bid EMD must be submitted along with the e-Bid and the original should reach the Purchaser's office at Lucknow before opening of technical e-Bid:-

<b>Sl.No.</b>	<b>Quantity &amp; Name of Equipments</b>	<b>धरोहर राशि (EMD)</b>
<b>1</b>	<b>2</b>	<b>3</b>
<b>58</b>	15 No. of PORTABLE STAGE	<b>₹ 3500-00</b>

- 12.2 The e-Bid security is required to protect the Purchaser against the risk of bidder's conduct which would warrant the security's forfeiture, pursuant to ITB Clause 12.7.
- 12.3 The e-Bid security shall be in Indian Rupees and shall be in the following forms only:  
Submitted online through e-Tender portal which shall payable in favor of SENANAYAK, SDRF, **Lucknow**. Bidder may submit the bid security of the above amount in the form of online payment through e-Tender portal <https://etender.up.nic.in> payable in favor of SENANAYAK, SDRF, **Lucknow**.

- 12.4 Any e-Bid not secured in accordance with ITB Clauses 12.1 and 12.3 above shall be treated as non-responsive and rejected by the Purchaser.

12.5 Unsuccessful bidder's e-Bid EMD will be returned upon the written request through bankers cheque/ demand draft as promptly as possible after the expiration of the period of e-Bid validity prescribed by the Purchaser, pursuant to ITB Clause 13.

12.6 The successful bidder's e-Bid EMD will be returned upon the bidder signing the Contract, pursuant to ITB Clause 28, and furnishing the performance security, pursuant to ITB Clause 29.

12.7 The e-Bid security may be forfeited:

(a) if a bidder (i) withdraws its e-Bid during the period of e-Bid validity specified by the bidder on the e-Bid Form; or (ii) does not accept the correction of errors pursuant to ITB Clause 22.2; or (iii) modifies its e-Bid price during the period of e-Bid validity specified by the bidder on the e-Bid form or

(b) in case of a successful bidder, if the bidder fails:

(i) To sign the Contract with the Purchaser in accordance with ITB Clause 28;  
or

(ii) To furnish performance security in accordance with ITB Clause 29.

### **13. Period of Validity of e-Bid**

13.1 e-Bid shall remain valid for 90 days after the date of e-Bid opening prescribed by the Purchaser, pursuant to ITB Clause 16. An e-Bid valid for a shorter period shall be rejected by the Purchaser as non-responsive.

13.2 In exceptional circumstances, the Purchaser may solicit the bidder's consent to an extension of the period of e-Bid validity. The request and the response thereto shall be made in writing. A bidder may refuse the request without forfeiting its e-Bid security. A bidder granting the request will not be required nor permitted to modify its e-Bid.

### **14. Format and Signing of e-Bid**

14.1 The bidder shall prepare one electronic copy each of the Technical e-Bid and Financial e-Bid separately.

14.2 The e-Bid document shall be digitally signed, at the time of uploading, by the bidder or a person or persons duly authorized to bind the bidder to the Contract. The later authorization shall be indicated by a scanned copy of written power-of-attorney accompanying the e-Bid. All the pages/ documents of the e-Bid that are to be uploaded shall be digitally signed by the person authorized to sign the e-Bid.

### **15. Submission of e-Bid**

The Bid Submission module of e-Procurement website <https://etender.up.nic.in> enables the bidders to submit the e-Bid online in response to this e-Tender published by the Purchaser. Bid Submission can be done only from the Bid Submission start date and time till the Bid Submission end date and time given in the e-Tender. Bidders should start the Bid Submission process well in advance so that they can submit their e-Bid in time. The bidders should submit their e-Bid considering the server time displayed in the e-Procurement website. This server time is the time by which the e-Bid submission activity will be allowed till the permissible time on the last/end date of submission indicated in the e-Tender schedule. Once the e-Bid submission date and time is over, the bidders cannot

submit their e-Bid. For delay in submission of e-Bid due to any reasons, the bidders shall only be held responsible.

The bidders have to follow the following instructions for submission of their e-Bid:

- 15.1 For participating in e-Bid through the e-Tendering system, it is necessary for the bidders to be the registered users of the e-Procurement website <https://etender.up.nic.in>. The bidders must obtain a User Login Id and Password by registering themselves with U.P. Electronics Corporation Limited, Lucknow if they have not done so previously for registration. Refer to details given in Invitation for e-Bid Clause 11.
- 15.2 In addition to the normal registration, the bidder has to register with his/her **Digital Signature Certificate (DSC)** in the e-Tendering system and subsequently he/she will be allowed to carry out his/her e-Bid submission activities. Registering the Digital Signature Certificate (DSC) is a onetime activity. Before proceeding to register his/her DSC, the bidder should first log on to the e-Tendering system using the User Login option on the home page with the Login Id and Password with which he/ she has registered as per clause 15.1 above.  
For successful registration of DSC on e-Procurement website <https://etender.up.nic.in> the bidder must ensure that he/she should possess Class-2/ Class-3 DSC issued by any certifying authorities approved by Controller of Certifying Authorities, Government of India, as the e-Procurement website <https://etender.up.nic.in> is presently accepting DSCs issued by these authorities only. The bidder can obtain User Login Id and perform DSC registration exercise as described in clauses 15.1 and 15.2 above even before e-Bid submission date starts. The Purchaser shall not be held responsible if the bidder tries to submit his/her e-Bid at the last moment before end date of submission but could not submit due to DSC registration problem.
- 15.3 The bidder can search for active tenders through "Search Active tenders" link, select a tender in which he/she is interested in and then move it to 'My Tenders' folder using the options available in the e-Bid Submission menu. After selecting and viewing the tender, for whom the bidder intends to e-Bid, from "My Tenders" folder, the bidder can place his/her e-Bid by clicking "Pay Offline" option available at the end of the view tender details form. Before this, the bidder should download the e-Tender document and Price Schedule/Bill of Quantity (BOQ) and study them carefully. The bidder should keep all the documents ready as per the requirements of e-Tender document in the PDF format except the Price Schedule/Bill of Quantity (BOQ) which should be in the XLS format (Excel sheet).
- 15.4 After clicking the 'Pay Offline' option, the bidder will be redirected to the Terms and Conditions page. The bidder should read the Terms & Conditions before proceeding to fill in the Tender Fee and EMD offline payment details. After entering and saving the Tender Fee and EMD details, the bidder should click "Encrypt & Upload" option given in the offline payment details form so that "Bid Document Preparation and Submission" window appears to upload the documents as per Technical (Fee details, Qualification details, e-Bid Form and Technical Specification details) and financial (e-Bid Form and Price Schedule/BOQ) schedules/packets given in the tender details. The details of the Demand Draft or any other accepted instrument which is to be physically sent in original before opening of technical e-Bid, should tally with the details available in the scanned copy and the data entered during e-Bid submission time otherwise the e-Bid submitted will not be accepted.

- 15.5 Next the bidder should upload the Technical e-Bid documents for Fee details (e-Tender fee and EMD), Qualification details as per "ITB Clause 10 or 21", e-Bid Form as per "Section-III(A)" and Technical Specification details as per "Section-III(C):Technical Specifications" and Financial e-Bid documents as per "Section-IV(A):e-Bid Form" and "Section-IV(B):Price Schedule/BOQ" of e-Tender document. Before uploading, the bidder has to select the relevant Digital Signature Certificate. He may be prompted to enter the Digital Signature Certificate password, if necessary. For uploading, the bidder should click "Browse" button against each document label in Technical and Financial schedules/packets and then upload the relevant PDF/XLS files already prepared and stored in the bidder's computer. The required documents for each document label of Technical (Fee details, Qualification details, e-Bid Form and Technical Specification details) and financial (e-Bid Form and Price Schedule/BOQ) schedules/packets can be clubbed together to make single different files for each label.
- 15.6 The bidder should click "Encrypt" next for successfully encrypting and uploading of required documents. During the above process, the e-Bid documents are digitally signed using the DSC of the bidder and then the documents are encrypted/locked electronically with the DSC's of the bid openers to ensure that the e-Bid documents are protected, stored and opened by concerned bid openers only.
- 15.7 After successful submission of e-Bid document, a page giving the summary of e-Bid submission will be displayed confirming end of e-Bid submission process. The bidder can take a printout of the bid summary using the "Print" option available in the window as an acknowledgement for future reference.
- 15.8 Purchaser reserves the right to cancel any or all e-Bids without assigning any reason.

## **16. Deadline for Submission of Short term e-Bid**

- 16.1 E-Bid (Technical and Financial) must be submitted by the bidders at e-Procurement website <https://etender.up.nic.in> not later than the time 02.00 P.M. on 11-02-2021 (as the server time displayed in the e-Procurement website).
- 16.2 The Purchaser may, at its discretion, extend this deadline for submission of e-Bid by amending the e-Bid document in accordance with ITB Clause 4, in which case all rights and obligations of the Purchaser and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

## **17. Late e-Bid**

- 17.1 The server time indicated in the Bid Management window on the e-Procurement website <https://etender.up.nic.in> will be the time by which the e-Bid submission activity will be allowed till the permissible date and time scheduled in the e-Tender. Once the e-Bid submission date and time is over, the bidder cannot submit his/her e-Bid. Bidder has to start the Bid Submission well in advance so that the submission process passes off smoothly. The bidder will only be held responsible if his/her e-Bid is not submitted in time due to any of his/her problems/faults, for whatsoever reason, during e-Bid submission process.

## **18. Withdrawal and Resubmission of Short term e-Bid**

- 18.1 At any point of time, a bidder can withdraw his/her e-Bid submitted online before the bid submission end date and time. For withdrawing, the bidder should first log in using his/ her Login Id and Password and subsequently by his/her Digital Signature Certificate on the e-Procurement website <https://etender.up.nic.in>. The bidder should then select "My Bids" option in the Bid Submission menu. The page listing all the bids submitted by the bidder will be displayed. Click "View" to see the details of the e-Bid to be withdrawn. After selecting the "Bid Withdrawal"

- option, the bidder has to click "Yes" to the message "Do you want to withdraw this bid?" displayed in the Bid Information window for the selected bid. The bidder also has to enter the bid Withdrawing reasons and upload the letter giving the reasons for withdrawing before clicking the "Submit" button. The bidder has to confirm again by pressing "Ok" button before finally withdrawing his/her selected e-Bid.
- 18.2 The bidder has to request the Purchaser with a letter, attaching the proof of withdrawal and submission of e-Bid EMD in the office of Purchaser, to return back the e-Bid EMD as per the manual procedure.
- 18.3 No e-Bid may be withdrawn in the interval between the deadline for submission of e-Bid s and the expiration of period of e-Bid validity. Withdrawal of an e-Bid during this interval may result in the bidder's forfeiture of his/her e-Bid security, pursuant to ITB Clause 12.7.
- 18.4 The bidder can re-submit his/her e-Bid as and when required till the e-Bid submission end date and time. The e-Bid submitted earlier will be replaced by the new one. The payment made by the bidder earlier will be used for revised e-Bid and the new e-Bid submission summary generated after the successful submission of the revised e-Bid will be considered for evaluation purposes. For resubmission, the bidder should first log in using his/her Login Id and Password and subsequently by his/her Digital Signature Certificate on the e-Procurement website <https://etender.up.nic.in>. The bidder should then select "My Bids" option in the Bid Submission menu. The page listing all the bids submitted by the bidder will be displayed. Click "View" to see the details of the e-Bid to be resubmitted. After selecting the "Bid Resubmission" option, click "Encrypt & Upload" to upload the revised e-Bid documents by following the methodology provided in clauses 15.4 to 15.7.
- 18.5 The bidders can submit their revised e-Bid s as many times as possible by uploading their e-Bid documents within the scheduled date & time for submission of e-Bid s.
- 18.6 No e-Bid can be resubmitted subsequently after the deadline for submission of e-Bids.

## **(C) e-Bid OPENING AND EVALUATION OF e-Bid**

### **19. Opening of Bids**

#### **19.1 Opening of Technical e-Bid by the Purchaser**

- (i) The Purchaser will open all technical e-Bid s, in the presence of bidders' representatives who choose to attend at **1830 P.M. on 11-02-2021** at State Disaster Response Force U.P., Lucknow- 226002. The bidder's representatives who are present shall sign a register evidencing their attendance. In the event of the specified date of e-Bid opening being declared a holiday for the Purchaser, the e-Bid s shall be opened at the appointed time and place on the next working day.
- (ii) The bidder's names and the presence or absence of requisite e-Bid security and such other details as the Purchaser at its discretion may consider appropriate, will be announced at the opening. The name of such bidders not meeting the Technical Specifications and qualification requirement shall be notified subsequently.
- (iii) The Purchaser will prepare minutes of the e-Bid opening.

#### **19.2 Opening of Financial e-Bid**

- (i) After evaluation of technical e-Bid , the Purchaser shall notify those bidders whose technical e-Bid s were considered non-responsive to the Conditions of the Contract and not meeting the technical specifications and Qualification Requirements indicating that their financial e-Bid s will not be opened. The Purchaser will simultaneously notify the bidders, whose technical e-Bids were considered acceptable to the Purchaser. The notification may be sent by letter, fax or by e-mail.
- (ii) The financial e-Bid s of technically qualified bidders shall be opened on 16-02-2021 in the presence of bidders who choose to attend after completion of technical bids evaluation. The name of bidders, Unit Price quoted for various items etc will be announced at the meeting.
- (iii) The Purchaser will prepare the minutes of the e-Bid opening.

### **20. Clarification of e-Bid**

During evaluation of e-Bid, the Purchaser may, at its discretion, ask the bidder for a clarification of his/her e-Bid. The request for clarification and the response shall be in writing.

### **21. Evaluation of technical e-Bid and Evaluation Criteria**

The Purchaser will examine the e-Bid to determine whether they are complete, whether they meet all the conditions of the Contract, whether required e-Tender fee, e-Bid security and other required documents have been furnished, whether the documents have been properly digitally signed, and whether the e-Bid s are generally in order. Any e-Bid or e-Bid s not fulfilling these requirements shall be rejected.

- 21.1 The bidder should be a branded/Original Equipment Manufacturer (OEM) of tendered item or their authorized dealer/distributor/supplier, which has been authorized by the OEM to participate in this e-Tender. **The e-Bid s of bidders who are dealers/distributor/suppliers of OEMs of all the products and have not submitted their authorization certificates from their Manufacturer (OEM) for this e-Tender shall also be rejected.**

- 21.2 The bidder/the Original Equipment Manufacturer of the tendered products quoted in the e-Tender shall be in the business of regular supply and installation of the same make/brand of the products since last three financial years. The e-Bids of the bidders not submitting duly signed & stamped evidence i.e. copies of one purchase order and its satisfactory installation report per year for each of the last three financial years regarding regular supply of the same brand of products as quoted in the e-Bid shall be rejected. The e-Bidders should also submit filled in Performa as per "Section III (G) - Performance Statement Form" in support of his/her experience.
- 21.3 The bidder, who has been authorized by any OEM for the first time, shall be in the business of regular supply and installation of any make/brand of the products since last three financial years. The e-Bids of the bidders not submitting duly signed & stamped evidence i.e. copies of one purchase order and its satisfactory installation report per year for each of the last three financial years regarding regular supply of the same brand of products as quoted in the e-Bid shall be rejected. The e-Bidders should also submit filled in Performa as per "Section III (G) - Performance Statement Form" in support of his/her experience.
- 21.4 All the items quoted should have minimum technical specifications given in the e-Tender.
- 21.5 The bidder are required to submit details of a Service centers in UP.
- 21.6 The bidder should submit a notarized affidavit that the bidder's firm has not been black listed from any State/Central Government Departments/Organizations. The e-Bids of the black-listed bidders or those not submitting the required affidavit shall be rejected.
- 21.7 The bids of the bidders not quoting all the items of a schedule of the tender may be rejected. It is not necessary for a Bidder to quote all schedules of Bid. But if bidder is quoting any schedule, it is must to quote all items for that schedule. Bidders must quote for all the items in a schedule in the technical bid and in the price schedule/BOQ of financial bid. The bids of bidders who will not quote for all the items in any schedule in technical and financial bids shall be rejected.
- 21.8 The e-Bids found to be not responsive to and not fulfilling all the conditions of the contract and not meeting Technical Specifications and Qualification Requirements to the satisfaction of Purchaser shall be rejected and may not subsequently be made responsive by the bidder by correction of the non-conformity. The e-Bids of bidders mentioning any of their conditions which are not mentioned in the e-Tender document or are not in conformity with the conditions of the contract shall be rejected.
- 21.9 It shall be the discretion of the Purchaser to decide as to whether an e-Bid fulfils the evaluation criterion mentioned in this e-Tender or not.
- 21.10 The bidders are advised not to mix financial bid documents with the PDF documents submitted for technical bid. The e-Bids of the bidders having financial bid document in the technical bid will out rightly is rejected.
- 21.11 After evaluation of Technical bid all bidders will have to demonstrate all related equipments within 07 days after submission of bid. Place and time will be decided by the Chairman of Technical Committee.



## **22. Financial Evaluation and Comparison**

- 22.1 The Purchaser will evaluate and compare the financial rates of individual items quoted in the price schedule/BOQ of e-Bids of those bidders whose technical e-Bids are found responsive as per the conditions of the e-Tender only for those items of the bidders which have been technically accepted by the Purchaser.
- 22.2 No additional payments shall be made for completion of any contractual obligation beyond the quoted prices. If the supplier does not accept the correction of errors if any, its e-Bid shall be rejected and its e-Bid security may be forfeited.
- 22.3 The Purchaser's evaluation of a Financial bid shall be based on lowest rate quoted excluding GST of Govt. of Uttar Pradesh by the bidder including the cost of equipment as indicated in the technical specification and price of incidental services and the cost of inland transportation, insurance and other costs within India incidental to the delivery of the goods to their final destination as mentioned in Para 8.2 of ITB.
- 22.4 Evaluation for bids shall be done schedule wise based on total lowest bid price (excluding GST and other tax/duty) received for all items for that schedule.**
- 22.5 The bidders whose technical bids would be found responsive and meeting the qualification requirements and fulfilling all conditions of the tenders, shall be considered for those items which would be technically accepted by the purchaser and whose schedule-wise bid price quoted are lowest in the bids.

## **23. Contacting the Purchaser**

- 23.1 Subject to ITB Clause 20, no bidder shall contact the Purchaser on any matter relating to his/her e-Bid, from the time of the e-Bid opening to the time the Contract is awarded. If the bidder wishes to bring additional information to the notice of the Purchaser, he/she can do so in writing.
- 23.2 Any effort by a bidder to influence the Purchaser in its decisions on e-Bid evaluation, e-Bid comparison or contract award may result in rejection of the bidder's e-Bid.

## **(D) AWARD OF CONTRACT**

### **24. Award Criteria**

- 24.1 The Purchaser will determine to its satisfaction whether the bidder(s) that is selected as having submitted the lowest evaluated responsive bid meets the criteria specified in ITB Clause 10.2, and is qualified to perform the contract satisfactorily.
- 24.2 Subject to ITB Clause 26, the Purchaser will award the contract to the lowest evaluated successful Bidder whose bid has been determined to be responsive to all the conditions of the contract and meeting the Technical specification and qualification requirement of the Bidding Document.

### **25. Purchaser's right to vary Quantities at the Time of Award**

- 25.1 The Purchaser reserves the right at the time of Contract award to increase up to 50% or decrease as per requirement of client department(s) the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions, depending upon the requirement of end-customer.
- 25.2 If any taxes/duties are increased/ decreased by the Government during the contract period, the same shall be adjusted mutually after submitting the proof by the successful bidder to the Purchaser.

### **26. Purchaser's right to accept any e-Bid and to reject any or all e-Bid s**

- 26.1 The Purchaser reserves the right to accept or reject any e-Bid, and to annul the e-Bid process and reject all e-Bid s at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

### **27. Notification of Award**

- 27.1 Prior to the expiration of the period of e-Bid validity, the Purchaser will notify the successful bidder in writing by letter/e-mail/fax, that its e-Bid has been accepted.
- 27.2 The notification of award will constitute the formation of the Contract.
- 27.3 Upon successful bidder's furnishing of performance security pursuant to ITB Clause 29, the Purchaser will promptly return e-Bid security pursuant to ITB Clause 12.

### **28. Signing of Contract**

- 28.1 At the same time as the Purchaser notifies the successful bidder that its e-Bid has been accepted, the Purchaser will send the bidder the Contract Form provided in the e-Bid document, incorporating all conditions of the agreement between the parties i.e. Purchaser and successful bidder.
- 28.2 Within 7 days of receipt of the Contract Form, the successful bidder shall execute, sign and date the Contract and return it to the Purchaser.

### **29. Performance Security**

- 29.1 A Performance Security deposit equivalent to 10 percent of the total value of the estimated cost have to be furnished by the successful supplier in the form of Bank Guarantee/ fixed deposits from a scheduled Nationalized Bank acceptable to **SENANAYAK, SDRF, Lucknow** within 3 days of issue of Purchase Order for due performance of the aforesaid agreement. The Performance Security Deposit will not carry any interest whatsoever in any circumstances.

**30. Place of delivery**

Place of delivery shall be FOR destination. It shall be the supplier's responsibility to deliver at State Disaster Response Force U.P., Noornagar Bhadarsha, Tehsil-Sarojani Nagar, Paragana- Bijnor, Lucknow–226002 according to his own cost in full and good condition.

**31. Delivery Period**

Early deliveries are required. It shall be executed every Equipment within 30 Days from the date of issuing order. Tenderers are required to quote their delivery schedule.

- (1) Penalty @ 0.5% per week or part thereof of the contract value shall be levied for delay in supply subject to maximum of 10% in the form of LD. In case the firm does not complete the supply within the delivery period, action will be taken against the firm as per Para 15.7 of DGS&D Manual and Para 14.7(i) of Ministry of Commerce, department of supply of the general conditions of the contract.
- (2) Firm should not deliver stores to consignee(s) beyond scheduled delivery period without obtaining prior sanction of purchaser.
- (3) In case, firm deliver stores after scheduled delivery period, even if the stores are accepted by the consignee, it would be at the risk and cost of the seller as the supply may not be taken as contractually accepted.
- (4) DIG PAC HQ, Lucknow, U.P. may extend delivery period with or without liquidated damage in exceptional circumstances.

**32. Guarantee/Warranty**

- 1- That supplier shall provide warranty of not less than three years that the stores supplied would continue to be of the same quality and particulars for a period of three years from the date of supply of the store to consignee. However additional warranty period is required for certain equipments as shown in respective technical specification.
- 2- During Guarantee/Warranty period, the cost of all spare parts shall be borne by supplier.
- 3- If during the aforesaid period of not less than three years, the said stores be discovered not to conform to the description and quality aforesaid not giving satisfactory performance or have deteriorated, the decision of the tender accepting authority in that behalf shall be final and binding on the supplier and the COMMANDANT, STATE DISASTER RESPONSE FORCE U.P. shall be entitled to call upon the supplier to rectify and/or replace the stores or such portion thereof as it finds to be defective up to working life of equipments, or such specified period as may be allowed by the tender accepting authority in his discretion of application made thereof by the supplier and in such an event, the above period shall apply to the stores rectified and/or replaced from the date of rectification; and/or replacement mentioned in warranty thereof. Otherwise the supplier shall pay to the State Disaster Response Force U.P. Lucknow such compensations may arise by reasons of the warranty there in contained.

- 4- The firm/ agent submitting the tender should also specify the after-sales service, which will be provided. Such firm/agent shall also be bound to provide training for the use and repair of such equipment free of cost as and when and where required. After expiry of guarantee period from the date of installation, the company should also indicate the A.M.C. charges for next three years with per year rate and after the acceptance of tender, agreement bond has to be filled for responsibility of maintenance under the AMC on the quoted rates. During the maintenance and repair of equipments, the firm will not have any claim (or any amount) to the items/parts replaced with new items for free of cost, Ownership of parts of the equipments taken out in replacement during AMC/maintenance, will be the property of the department. In case firm fails to execute AMC or delays in repair of the equipment the Chairman can impose fine and the firm will be liable to pay the fine. It is made clear that if firm does not obey the conditions of AMC and subsequently the security measures are adversely affected, the firm shall be black listed.

## **Section-II Conditions of e-Tender/ Contract (CC)**

### **1. Cost of e-Bid**

This tender document is available on the web site <https://etender.up.nic.in> and U.P. Police website <https://uppolice.gov.in> to enable the bidders to view, download the e-Bid document and submits e-Bid s online up to the last date and time mentioned in e-Tender notice/e-Tender document against this e-Tender. The bidders shall have to pay e-Tender document fee (Table given below) of through Online e-Tender portal payable in favor of SENANAYAK, SDRF, Lucknow. The scanned copy of the Receipt of Online through e-Tender portal must be enclosed along with the e-Bid. This e-Tender document fee is non-refundable:-

<b>Sl.No.</b>	<b>Quantity &amp; Name of Equipments</b>	<b>Tender Cost( Applicable taxes extra)</b>
<b>1</b>	<b>2</b>	<b>3</b>
<b>58</b>	15 No. of PORTABLE STAGE	<b>₹ 570-00</b>

### **2. Documents Constituting the e-Bid**

The e-Bid prepared by the bidder shall comprise the following components:

- a. **Technical e-Bid** - Technical e-Bid will comprise of :
  - b. **Fee Details** – includes copies of e-Tender document processing Cost and Earnest Money Deposit (EMD) furnished in accordance with in PDF format.
  - c. **Qualification Details** – includes copies of required documents as per ITB Clauses 10 and 11 in PDF format justifying that the bidder is qualified to perform the contract if his/her bid is accepted and that the bidder has financial, technical and production capability necessary to perform the contract and meets the criteria outlined in the Qualification Requirement and Technical Specification and fulfill all the conditions of the Contract and that the goods and ancillary services to be supplied by the bidder conform to the e-Bid document and Technical Specifications.
- 4- Technical Specification Details** – includes copy of filled in Technical Specifications as per Section-III(C) of e-Tender document in PDF format.
- 5- Financial e-Bid** – Financial e-Bid will comprise of:
- a. **e-Bid Form** – includes copy of filled in e-Bid Form as per e-Tender document in PDF format.
  - b. **Price Schedule/BOQ** – includes Price Schedule/BOQ in XLS format to be filled in after downloading from the e-Procurement website for this e-Tender.

### **3. Period of Validity of e-Bid**

1- e-Bid shall remain valid for 90 days after the date of e-Bid opening prescribed by the Purchaser, pursuant to ITB Clause 16. An e-Bid valid for a shorter period shall be rejected by the Purchaser as non-responsive.

2- In exceptional circumstances, the Purchaser may solicit the bidder's consent to an extension of the period of e-Bid validity. The request and the response thereto shall be made in writing. A bidder may refuse the request without forfeiting its e-Bid security. A bidder granting the request will not be required nor permitted to modify its e-Bid.

#### **4. Opening of Technical e-Bid by the Purchaser**

The Purchaser will open all technical e-Bids, in the presence of bidders' representatives who choose to attend at **18.30 P.M. on 11-02-2021** at State Disaster Response Force U.P. Lucknow-226002. The bidder's representatives who are present shall sign a register evidencing their attendance. In the event of the specified date of e-Bid opening being declared a holiday for the Purchaser, the e-Bids shall be opened at the appointed time and place on the next working day.

#### **5. Place of delivery**

Place of delivery shall be for destination. It shall be the supplier's responsibility to deliver at SDRF HQ, Lucknow at his own cost in full and good condition.

#### **6. Delivery Period**

1. Early deliveries are required. It shall be executed every equipment within 30 Days from the date of issuing order. Tenderers are required to quote their delivery schedule.
2. Penalty @ 0.5% per week or part thereof of the contract value shall be levied for delay in supply subject to maximum of 10% in the form of LD.
3. In case the firm does not complete the supply within the delivery period, action will be taken against the firm as per Para 15.7 of DGS&D Manual and Para 14.7(i) of Ministry of Commerce, Department of supply of the general conditions of the contract.
4. Firm should not deliver stores to consignee(s) beyond scheduled delivery period without obtaining prior sanction of purchaser.
5. In case, firm deliver stores after scheduled delivery period, even if the stores are accepted by the consignee, it would be at the risk and cost of the seller as the supply may not be taken as contractually accepted.
6. Commandant, State Disaster Response Force U.P., Lucknow may extend delivery period with or without liquidated damage in exceptional circumstances.

#### **7. Guarantee/Warranty**

- a. That supplier shall provide warranty of not less than three years that the stores supplied would continue to be of the same quality and particulars for a period of three years from the date of supply of the store to consignee. Warranty details of some equipment are mentioned in Technical Specification.
- b. During Guarantee/Warranty period, the cost of all spare parts shall be borne by supplier.
- c. If during the aforesaid period of warranty, the said stores be discovered not to conform to the description and quality aforesaid not giving satisfactory performance or have deteriorated, the decision of the tender accepting authority in that behalf shall be final and binding on the supplier and the ADG, PAC, U.P. shall be entitled to call upon the supplier to rectify and/or replace the stores or such portion thereof as it finds to be defective up to working life of equipments, or such specified period as may be allowed by the tender accepting authority in his discretion of application made thereof by the supplier and in such an event, the above period shall apply to the stores rectified and/ or replaced from the date of rectification; and/or replacement mentioned in warranty thereof. Otherwise the supplier shall pay to the State Disaster Response Force U.P. Lucknow-226002. Such compensations may arise by reasons of the warranty therein contained.

- d. The firm/ agent submitting the tender should also specify the after-sales service, which will be provided. Such firm/agent shall also be bound to provide training for the use and repair of such equipment free of cost as and when and where required. After expiry of guarantee period from the date of installation, the company should also indicate the A.M.C. charges for next three years with per year rate and after the acceptance of tender, agreement bond has to be filled for responsibility of maintenance under the AMC on the quoted rates. During the maintenance and repair of equipments, the firm will not have any claim (or any amount) to the items/parts replaced with new items for free of cost, Ownership of parts of the equipments taken out in replacement during AMC/maintenance, will be the property of the department. In case firm fails to execute AMC or delays in repair of the equipment the Chairman can impose fine and the firm will be liable to pay the fine. It is made clear that if firm does not obey the conditions of AMC and subsequently the security measures are adversely affected, the firm shall be black listed.

### **SECTION III : TECHNICAL E-BID**

<b>III (A)</b>	<b>e-Bid FORM</b>
<b>III (B)</b>	<b>SCHEDULE OF REQUIREMENTS</b>
<b>III (C)</b>	<b>TECHNICAL SPECIFICATIONS</b>
<b>III (D)</b>	<b>QUALIFICATION REQUIREMENTS</b>
<b>III (E)</b>	<b>PERFORMANCE STATEMENT</b>



### SECTION III (A): e-Bid FORM

Date: .....  
IFB No.:.....

To:

Commandant,  
State Disaster Response Force U.P. Lucknow- 226002

Dear Sir:

Having examined the e-Bid Documents, we, the undersigned, offer to supply and deliver ..... (*Description of Goods and Services*) in conformity with the Said e-Bid Documents and hereby undertake that we accept all the Conditions of the Contract (Section II) of the e-Bid Document and will supply the SDRF equipments, its installation and onsite comprehensive warranty and other related items/materials as per the Technical Specifications (Section III(C)) of the e-Bid documents for SDRF BN UP. We further undertake that we fulfill the Qualification Requirements (Section III(D)) and for this purpose we enclose the details. In addition to this, the particulars of our organization such as legal status, details of experience and past performance, service support details, capability statement and the required e-Bid EMD for different Equipment wise in the form of online payment through e-Tender portal <https://etender.up.nic.in/> **Demand Draft / Bankers Cheque / from Scheduled Bank**, pledged in favor of SENANAYAK, SDRF, Lucknow is furnished with this e-Bid form.

Sl.No.	Quantity & Name of Equipments	EMD	Yes/ No
1	2	3	4
58	15 No. of PORTABLE STAGE	₹ 3500-00	

We further undertake, if our e-Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements (Section III (B)).

If our e-Bid is accepted, we will obtain the performance guarantee of a bank in the form prescribed by the Purchaser for a sum equivalent to 10% of the Contract Price for the due performance of the Contract

We agree to abide by this e-Bid for the e-Bid validity period specified in Clause 13.1 of the ITB and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed, this e-Bid, together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us. All the terms and conditions of the e-Tender Document are acceptable to us.

We understand that you are not bound to accept the lowest or any e-Bid you may receive.

Dated this ..... Day of ..... 20.....

\_\_\_\_\_  
(Signature)  
Duly authorized to sign e-Bid for and (in the capacity of) on behalf of

### SECTION III (B): SCHEDULE OF REQUIREMENTS

<b>Item Code</b>	<b>Brief Description</b>	<b>Destination</b>	<b>Delivery Schedule</b>	<b>e-Bid EMD</b>
	As per the details given in the SECTION III (C) TECHNICAL SPECIFICATION	State Disaster Response Force U.P. Lucknow	The items shall be Delivered within 30 days from the date of issue of the purchase order. The pre dispatch inspection of the items shall be done by the Purchaser before delivery at final destination.	15 No. of PORTABLE STAGE ₹ 3500/-

### **SECTION III (C)**

## **TECHNICAL SPECIFICATION OF S.D.R.F. EQUIPMENTS**

### **SPECIFICATION OF PORTABLE STAGE**

<b>1</b>	<b>Position</b>	Exterior
<b>2</b>	<b>Dimension</b>	4*4 ft Height Adjustable
<b>3</b>	<b>Material of structure</b>	6063 T6 Grade Aluminum Alloy / MS Pipe
<b>4</b>	<b>Stage Top Material</b>	Water Resistant 12mm Ply wood
<b>5</b>	<b>Foot of Stage</b>	Plastic / Rubberized

#### **NOTE:**

1. Functionally equivalent reputed brand and quality product will also be admissible. Minor deviation will be allowed. Decision of technical committee in this regard will be final.
2. Finalization of tender will be done on L-1 to be decided based on given value of the item.
3. Vendor must include GST and other Tax/Duty applicable on Govt. In case it is not mentioned, total value quoted will be presumed to include GST and other Tax/Duty on the Govt.

DATE:

Place:

Signature and seal of the bidder

### SECTION III (D): QUALIFICATION REQUIREMENTS

1. The bidder should be a branded/original equipment manufacturer (OEM) of SDRF Equipment for every equipment wise.
2. The bidder should have relevant documents for the following every equipments:  
(A)

Sl. No.			Page No.
1.	Have you attached proof of registration under GST?	Yes / No	
2	Have you attached undertaking warranty not less 03 years?	Yes / No	
3	Have you attached Performance statement/ compliance certificate, copy of supply orders & necessary Certificates from current/previous clients?	Yes / No	
4.	Have you attached an affidavit on appropriate non judicial stamp paper that you :		
	(a.) Have not been declared bankrupt by any Institution or Government?	Yes / No	
	(b.) Is not black listed by the Government or any other Organization for failure to any dues?	Yes / No	
	(c.) Have not been adjudged by any court as insolvent or was not under any law for an offence involving moral turpitude or any criminal activities etc.?	Yes / No	
5	Have you furnished your Permanent Income Tax and GST Account Number?	Yes / No	
6	Have you mentioned rates of Excise duty & GST if quoted exclusively?	Yes / No	
7.	The deliveries shall be executed within 30 days from the date of issuing order. Have you attached delivery schedule & its justification?	Yes / No	
8	Have you attached full technical details, printed leaflets with full & detailed specifications of each item, Make, Model of proposed equipment?	Yes / No	
9	Have you attached detailed specifications of accessories?	Yes / No	
10	Have you attached copy of purchased/ downloaded tender document duly signed on each page?	Yes / No	
11	Have you marked page numbers from beginning to end of your tender proposals?	Yes / No	
12.	Have you made initials on each page of tender document?	Yes / No	
13	Has Earnest Money deposit been enclosed? If not then supporting documents are submitted for exemption of Earnest Money.	Yes / No	
14	Has the cost of tender been enclosed with the document if downloaded from website?	Yes / No	
15	Has tenderer accepted the offer validity as required?	Yes / No	
16	Has tenderer submitted Balance sheet of Previous three years.	Yes/No	

Signature of Tenderer \_\_\_\_\_

Address \_\_\_\_\_

ई-निविदा हेतु आवेदन-पत्र

सेवा में,

अध्यक्ष कय समिति/  
सेनानायक,  
राज्य आपदा मोचन बल उ0प्र0 लखनऊ।

महोदय,

मैंने उत्तर प्रदेश की राज्य आपदा मोचन बल/एस0डी0आर0एफ0 की वाहिनी में उपकरणों की आपूर्ति किये जाने के सम्बन्ध में आपके स्तर से प्रकाशित निविदा सूचना दिनांकित..... का अध्ययन किया एवं एसडीआरएफ उपकरणों की आपूर्ति हेतु निविदा प्रस्तुत कर रहा हूँ:-

क्रं0 सं0	उपकरण का नाम	कुल मात्रा	धरोहर राशि ;म्डक्द्ध	तकनीकी विशिष्टियां
1	2	3	5	7
58	PORTABLE STAGE	15	₹ 3500.00	

1. आपूर्ति हेतु प्रस्तावित उक्त उपकरण के लिए ई-निविदा में अंकित धनराशि रूपये \_\_\_\_\_ शब्दों में (रू0\_\_\_\_\_)
- धरोहर राशि के रूप में सेनानायक, राज्य आपदा मोचन बल उ0प्र0, लखनऊ के पक्ष में देय डिमाण्ड ड्राफ्ट/बैंकर चैक संख्या.....दिनांक.....संलग्न है।
2. प्रकाशित ई-निविदा सूचना में अपेक्षित मूल अभिलेख निविदा खुलने के उपरांत तकनीकी समिति के समक्ष प्रस्तुत करूँगा।
3. इस निविदा आवेदन पत्र के साथ संलग्न निविदा सूचना संख्या: \_\_\_\_\_ दिनांकित\_\_\_\_\_में कय हेतु प्रस्तावित उपकरण का विवरण तथा उपकरण से संबंधित नियम एवं शर्तों का गहनतापूर्वक अध्ययन कर लिया गया है तथा सभी शर्तें बिना किसी आपत्ति के स्वीकार हैं।
4. कय हेतु प्रस्तावित एवं निर्धारित स्पेसिफिकेशनयुक्त उपकरण की निविदा प्रस्तुत की जा रही है।

दिनांक:-

निविदादाता के हस्ताक्षर सील मुहर सहित  
निविदा प्रस्तुत करने वाली फर्म का नाम  
एवं आयकर/GST का पंजीकरण संख्या

**(C)**  
**DETAILS OF MANUFACTURER**

1. Details of manufacturer.	
(a) Name :	
(b) Office :	
(i) Address :	
(ii) Telephone :	
Land line :	
Mobile :	
(iii) Fax :	
(iv) e-mail :	
(c) Works :	
(i) Address :	
(ii) Telephone :	
(iii) Fax :	
(d) Contact person including name of Head of Firm as well as of Board of Director	
(i) Name:	
(ii) Designation	
(iii) Telephone :	
Land line :	
Mobile :	
(iv) Fax :	
(v) e-mail :	
(e) supporting authorization documents (kindly attach)	
2. Details and Address of Subsidiary Office(s)	
3. In case of foreign firm, contact person in Delhi/ India	
(a) Name :	
(b) Address :	
(c) Name of company :	
(d) Telephone : Land Line : Mobile :	
(e) e-mail :	
(f) Fax :	
(G) Certificate of authorized distributor/dealer (kindly attach)	
4. Please confirm that you have offered packing as per tender enquiry requirements. If not indicate deviations	
5. Gross weight of consignment. (Net weight of each item)	
6. PAN Confirm whether you have attached photocopy of PAN Card duly attested.	
7. Status	
(a) Indicate whether you are LSU or SSI.	
(b) Are you registered with DGS&D for the item quoted? If so, indicate whether there is any monetary limit on registration	
(c) If you are a Small Scale Unit registered with NSIC under Single Point Registration Scheme, whether there is any monetary limit.	
(d) In case you are registered with NSIC under Single Point Registration Scheme for the item quoted, confirm whether you have attached an attested photocopy of the registration	

certificate indicating the items for which you are registered.	
8. Banker :-	
(a) Name :	
(b) Address :	
(c) Telephone :	
(d) e-mail :	
(e) Fax :	
9. Business name and Constitution of the firm. Is the firm registered under :-	
(i) The Indian Companies Act, 1956	
(ii) The Indian Partnership Act, 1932. (Please also give name of partners)	
(iii) Any Act; if not, who are the owners. (Please give full names and address.)	
10. Whether the tendering firm is Manufacturer of the store specified in the tender.	
11. (a) If stores offered are manufactured in India, please state whether all the raw materials, components etc used in their manufacturing are also produced in India. If not give details of materials components etc, that are imported and their breakup of the Indigenous and Imported components together with their value and proportion it bears to the total value of the store should also be given.	
(b) Authorized Dealers/Distributors to specify the details of indigenous and imported material with their value.	
12. State whether raw materials are held in stock sufficient for the manufacture of the stores.	
13. Please indicate the stocks in hand at present time.	
i) Held by you against this Enquiry.	
(ii) Held by M/s. _____ over which you have secured an option	
14. Do you agree to Sole Arbitration by Secretary Ministry of Home Affairs or by some other person appointed by him as provided in Clause 24 of the General Conditions of Contract form DGS&D-68 (Revised) (Your acceptance of non-acceptance of this clause will not influence the decision of the tender. It should, however, be noted that an omission to answer the above question will be deemed as an acceptance of the Clause).	
15. For Partnership firms state whether they are registered or not registered under Indian Partnership Act, 1932. Should the answer to this question by a Partnership firm be in the affirmative, please state further :-	
(a) Whether by the partnership agreement, authority to refer disputes concerning the business of the partnership to arbitration has been conferred on the partner who has signed the tender.	
(b) If the answer to (a) is in the negative, whether there is any general power of attorney executed by all the partners of the firm authorizing the partner who has signed the tender to refer dispute concerning business of the partnership to arbitration.	
(c) If the answer to either (a) or (b) is in the affirmative, furnish a copy of either the partnership agreement or the general power of attorney as the case may be	
N.B.: (1) Please attach to the tender a copy of either document on which reliance is placed for authority of partners or the partner signing the tender to refer disputes to arbitration. The copy should be attested by a Notary Public or its execution should be admitted by Affidavit on a properly stamped paper by all the partners.	
(2) Where authority to refer disputes to arbitration has not been given to the partner signing the tender the tenders must be signed by every partner of the firm	
16. Here state specifically:	
(i) Whether the price tendered by you is to the best of your knowledge and belief, not more than the price usually charged by you for stores of same nature/class or description to any private purchaser either foreign or as well as Govt. purchaser. If not state the reasons thereof if any. Also indicate the margin of difference.	
(ii) In respect of indigenous items for which there is a controlled price fixed by law, the price quoted shall not be higher than the controlled price, and if the price quoted exceeds the controlled price the reasons thereof should be stated.	
17. Are you.	
(i) Holding valid Industrial License(s)/Registration Certificate under the Industrial Development and Regulation Act, 1981. If so, please give particulars of Industrial Income Registration Certificate.	

(ii) Exempted from the licensing Provision of the Act for the manufacture of item quoted against this tender. If so, please quote relevant orders and explain your position.	
(iii) Whether you possess the requisite license for manufacture of the stores and/or for the procurement of raw materials belonging to any controlled category required for the manufacture of the store? In the absence of any reply it would be assumed that no license is required for the purpose of raw materials and/or that you possess the required license.	
18. State whether business dealings with you have been banned by Min./Deptt. of Supply/Min. of Home Affairs?	
19. Have your Firm ever been black listed or debarred by any Govt. or Semi Govt. or Autonomous bodies.	
20. Please confirm that you have read all the instructions carefully and have complied with them accordingly.	
21. Sale Tax office Address.	
22. Details of last income Tax return (Enclose copy)	
23. Name and details of Authorized Person detailed For dealing this case with PAC for this Tender (Photo Copy of I-Card to be attached)	
24. Change the name of the firm, if any, since origin, with date and reasons there of :	
25- Details of FIR/ complaint lodged against your firm with police, if any.	
Signature of witness	Signature of Tenderer
Full name (Block letters) Address:-	1-Full name (Block letters) 2- Address:-
	(2) Whether signing as Proprietor/ Partner/ Constituted Attorney/ duly authorized by the Company.

N. B. Tenderers should furnish specific answers to all the questions. Tenderers may please note that if the answers so furnished are not clear and/ or are evasive, the tender will be liable to be ignored.

Signature of Tenderer

Date with stamp

Name of Tenderer



### SECTION III (E): PERFORMANCE STATEMENT FORM

Performa for Performance Statement (for a period of last three financial years)

Name of Company/Firm.....

1	2	3	4	5	6	7	8	9
Contact No	Description of stores	Quantity of order	Value	Original Delivery Period	Qty. supplied within original Delivery Period	Final Ext. Delivery Period	Last Supply position	Reasons for delay in supplies (if any)

Signature and Seal of the E-Bidder  
With name of the authorized person

**SECTION IV**  
**FINANCIAL e-Bid**

**IV (A)**

**e-Bid FORM**

**IV (B)**

**PRICE SCHEDULE/BOQ**

## SECTION IV (A): e-Bid FORM

Date: .....

IFB No. ....

TO: (Name and address of Purchaser)

Dear Sir:

Having examined the e-Bid Documents, we, the undersigned, offer to supply and deliver ..... (Description of Goods and Services) in conformity with the said e-Bid Documents for the rates as may be ascertained in accordance with the Schedule of rates attached herewith and made part of this e-Bid, and hereby undertake that we accept all terms and the conditions of the contract (section II) of the e-Bid Document and will supply the computer systems and other items as per the Technical Specifications (Section III(C)) of the e-Bid documents. We further undertake that we fulfill the qualification requirement (Section III (D)) and for this purpose we enclose the details. In addition to this, the particulars of our organization such as legal status, principal place of business, details of experience and past performance, service support details, capability statement and the required e-Bid security in the form of Online through e-Tender portal, pledged in favor Commandant, State disaster Response Force U.P., Lucknow are furnished with this e-Bid form.

We further undertake, if our e-Bid is accepted, for supply, installation of equipment, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements (section III (B)).

If our e-Bid is accepted, we will obtain the performance guarantee of a bank in the form prescribed by the Purchaser for a sum equivalent to 10% of the Contract Price.

We agree to abide by this e -Bid for the e-Bid validity period specified in Clause 13.1 of the ITB and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed, this e -Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any e-Bid you may receive.

Dated this ..... Day of ..... 20.....

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(Signature & Name of Official)

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(In the capacity of)

Duly authorized to sign e-Bid for and on behalf of

## SECTION IV (B): PRICE SCHEDULE / BOQ

Note: Evaluation for bids shall be done schedule wise based on total bid price  
(Excluding GST), received for all items for that schedule

[Validate](#)[Print](#)[Help](#)

### ITEM WISE BOQ

**Tender Inviting Authority:** Commandant, State Disaster Response Force U.P., Lucknow, PIN- 226002

**Name of Work:** Supply of SDRF Equipments : PORTABLE STAGE For SDRF U.P.

**Contract No:** K-11/2020(58)

Name of the Bidder/  
Bidding Firm /  
Company :

#### PRICE SCHEDULE

(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only )

NUMBER #	TEXT #	TEXT #	NUMBER #	TEXT #	NUMBER	NUMBER #	NUMBER	NUMBER	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Item Code / Make	Quantity	Units	Estimated Rate in Rs. P	BASIC RATE In Figures To be entered by the Bidder in Rs. P	Excise Duty in Rs. P	GST in Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	TOTAL AMOUNT With Taxes in Rs. P	TOTAL AMOUNT In Words
1	2	3	4	5	6	7	8	9	10	11	12
1-	PORTABLE STAGE	58	15	No's	0.00				0.00	0.00	INR Zero Only
Total in Figures									0.00	0.00	INR Zero Only
Quoted Rate in Figures				Select					0	0	Zero Only
Quoted Rate in Words											INR Zero Only

**Note – The L-1 bidder shall be selected Schedule wise.**