

**DIRECTORATE OF TECHNICAL EDUCATION,
MAHARASHTRA STATE**

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TENDER FORM

Sr. No. TENDER NO: 11/DTE/STATE/31/2013-14

Tender form Price Rs. 750 /-

E.M.D. : 3% of the offer price OR Maximum Rs 5000/-

Attention is particularly invited to the **IMPORTANT INSTRUCTIONS TO BIDDERS.**

(Tender form should be duly filled in, signed and stamped by authorized person, and should be accompanied by necessary documents attached in Envelope no 1 (Technical Bid) and Envelope No.2 (Commercial Bid). Otherwise offer will be rejected.)

Please refer to Instructions for Bidders. These are available on our web site and are also being made available along with this form.

Tender No : TENDER NO: 11/DTE/STATE/31/2013-14

Name of the Item : Brinell cum Rockwell Hardness Tester

Last Date of Submission of Tender : : 29/07/2013 Upto 1.00 p.m

Date of Opening of Tender : : 29/07/2013 Upto 2.00 p.m

Date of Pre Bid Meeting : : 11/07/2013 at 2 30 pm

Tender shall remain valid Till : : 120 days from the date of submission of tender

Delivery period : : 12 weeks from the date of issue of order.

Quantity required : : 6

Names of the Consignees : : Government Polytechnic Karad, Hingoli, Ambad,
Murtijapur, GRWP Latur, Government College of Engg
Awsari

Check List of documents to be submitted along with tenders (This check list should also be submitted in Envelope 1)

TENDER NO: 11/DTE/STATE/31/2013-14

Sr No	Item	Bidder should tick at appropriate place	Page no of technical bid (envelope 1)	Remark (to be filled in by DTE official)
1	Covering Letter for tender on the company letter head mentioning official address, Contact No, eMail address and website (if available) address			
2	IPO/DD/ Copy of cash receipt			
3	Copy of tender form signed and stamped (without price)			
4	DD /BG for EMD or EMD Exemption certificate			
5	Sales tax / VAT registration certificate.			
6	ST/ VAT Clearance Certificate (e.g. Form 415 in case of Bidders from Maharashtra) or copy of application submitted to concerned authority for issuing tax clearance certificate (e.g. Form 414 in case of Bidders from Maharashtra)			
7	Income Tax returns or Balance Sheets for last two financial Years (not necessary if already submitted in the financial year)			
8	Authorization certificate from manufacturer. (FORMAT 1)			
9	No deviation certificate in prescribed pro-forma only. (FORMAT 2)			
10	Technical literature / leaflet			
11	List of users with complete address, name of contact persons, contact numbers and email address for the make and model number of item mentioned in the tender form (FORMAT 3)			
12	Performance report / certificates of supplier in last two financial years. (FORMAT 4) (not necessary if already submitted in the financial year)			
13	Undertaking of delivery within prescribed period (FORMAT 5)			
14	ISI mark certificate if asked for			
15	Undertaking for demonstration (FORMAT 6)			

16	Undertakings about risk purchase, fall clause, penalty clause (FORMAT 7)			
17	One envelope containing all above documents enclosed and marked it as Envelope1 'Technical Bid', mentioning Tender no, item name, last date, date of opening, name & address of bidder written on envelope. THE ENVELOPE SHOULD BE SEALED PROPERLY.			
Documents for Envelope 2				
18	Main tender form or downloaded tender form with price on it, Stamped and signed.			
19	Quotation on letter head in the Price Structure given in "Instructions to Bidders"			
20	One envelope containing all above documents enclosed and marked it as Envelope2 'Commercial Bid', mentioning Tender no, item name, last date, date of opening, name & address of bidder written on envelope. THE ENVELOPE SHOULD BE SEALED PROPERLY.			

(Envelope1 (containing Check list completely filled) and Envelope 2 are to be put in a Bigger third envelope and sealed properly)

Signature & Seal of Bidder

Date

For office use only (Bidders should not write anything below this line)

After Verification by DTE official .

Remarks :-

Signature of DTE representative

Date

Detailed Specifications of the Item mentioned in the TENDER NO: 11/DTE/STATE/31/2013-14**Item name** Brinell cum Rockwell Hardness Tester**Specifications :**

Sr. No.	Description of Goods
01	<p>Rockwell cum Brinell Hardness Testing Machine</p> <p>Description</p> <ol style="list-style-type: none"> 1. The test rig should confirm IS : 3804- 1966, BS : 891 parts I & II, ASTM : E18 for Rockwell test and IS : 2281- 1968, BS : 240, ASTM : E10 for Brinell test. 2. Hardness testing machine should be with automatic zero setting dial gauge device and automatic load selection. 3. Brinell hardness testing facility should be according to 30 F/D ratio with 187.5 kgf. Load and 2.5 mm diameter ball indenter. 4. The test rig should be able to perform the following experiment: Measurement of hardness of metals and alloys of all types, hard or soft, flat, round, tubular or irregular in shape. <p>Specifications</p> <ol style="list-style-type: none"> 5. Test load (kgf) 60, 100, 150 (Rockwell) 187.5 (Brinell) 6. Initial loads (kgf) 10 7. Maximum test height (mm) 215 8. Depth of throat (mm) 132 9. Maximum depth of elevating screw below base (mm) 230 10. Size of base (mm x mm) 430 x 180 11. Machine height (mm) 635 12. Net weight (kg) 70 13. Instruction Manual Self-explanatory operating manuals should be provided with each system. 14. Detailed theory as well as practical exercises must be included in the manual. 15. Make, Model, Specification and Manufacturer's name should be included in the manual for ready purchased components <p>Demonstration</p> <ol style="list-style-type: none"> 16. It is binding on the supplier to give live-demonstration of all experiments to the technical experts deputed for inspection at supplier's location. The consignee will accept the equipment only after approval by the experts.

COMMERCIAL BID

PRICE STRUCTURE

Tender No. _____ Name of Item : _____

Name of Manufacturer : _____ Model No. : _____

- i) Basic Price Per Unit Rs.
 - ii) Excise Duty (if any) Rs.
(Mention percentage of Excise Duty)
 - iii) Sales Tax / VAT Rs.
(Specify rate at which S.T. / VAT Claimed)
 - iv) Packing & Forwarding Charges Rs.
(Including loading and unloading)
 - v) Freight Charges Rs.
 - vi) Insurance Charges Rs.
 - vii) Installation / Trial/ Commissioning charges Rs.
 - viii) Other changes if any (Please specify) Rs.
- Total Price (i to viii) Rs.

Sr. No.	Description of Goods	No. of QTY (likely to vary) ± 25%	Price per Unit (all inclusive)	Indian or Foreign If Indian State Where Manufactured.
01		No		

Signature and Seal of the Bidder

(This page is to be filled completely only for putting in commercial bid envelope. NOTHING TO BE MENTIONED IN TECHNICAL BID FORM)

_____XXXXXX_____

Important Instructions to the bidders submitting offer Against Tender Enquiry Published by the Directorate of Technical Education, Maharashtra State, Mumbai.

Instructions for submission of Tender and its accompaniments: -

1. **A Checklist is given along with the Tender Form . It should be filled in (by tick marking at appropriate place) , signed by the bidder and submitted in third bigger envelope along with Envelope 1 and Envelope 2 tender form and duly signed & stamped by the bidder.**

Please note that submission of all the documents mentioned in the check list is mandatory. Documents with incomplete/wrong information will lead to rejection of tender offer. Purchaser's decision will be final in this regard.

Pre bid meeting for the particular tender will be held at DTE Mumbai on the date & time mentioned on page1 of the document. All the bidders or their representatives with valid authorization are required to confirm their participation by sending an e-mail to **desk11dte@gmail.com** before 1730 on day before the scheduled day. Attending the Pre bid meeting is not mandatory. The bidder may attend the meeting if he has any doubts to be cleared and suggestions to be made.

2. The documents required to be submitted with tender should be STRICTLY in the order as given in Check list, otherwise the tender may be rejected. **The documents should be serially numbered and initialed with company stamp.**
3. Read the instructions in Tender Notice published in Govt. Gazette, Part – II which is published on every Thursday.
4. The offer should be submitted in the prescribed form as per TWO ENVELOPE SYSTEM ONLY.
5. Tender for each item is to be submitted separately. **Rates MUST be quoted in Indian currency (Rupee) only, as the comparison will be done on the basis of INR prices only.** No assumptions are to be made regarding concession certificates like customs duty exemption etc. All inclusive prices in INR must be written on priced tender form in envelope 2. However, to pass on the benefit of concession in customs duty to educational institutes, the purchaser may, at his discretion, issue the PO in foreign currency to the lowest eligible bidder whose bid is technically valid and has been found lowest in INR prices.
6. In Commercial bid, (Envelope no 2) all the items/sub-items like taxes, duties, charges etc should be clearly mentioned. No claims will be entertained later on from the bidders regarding this. Decision of DTE in this regard shall be final and binding on the bidders. It is in the interest of the bidders to give all the details of rates. The bid 2 envelope (commercial bid) MUST contain complete original tender form excluding the Instructions to Bidders (purchased from this office or downloaded) with prices written on it, stamp and signature of bidder in original. **It is compulsory to write price on tender form in Bid 2 and sign on it.** Please write the all inclusive rate and do not write “ As per separate quotation attached” and write prices separately on attached sheets. Please note that the **TWO ENVELOPES ARE SEPARATE** (i.e. Technical and Commercial). Care should be taken while inserting respective documents.
7. ENVELOPE NO. 1 (TECHNICAL OFFER) will be opened on the date specified in Tender Notice in presence of bidder/s or their Authorized Representative present.

8. The offers of the Bidders qualifying technically are only eligible for opening of envelope no.2. Commercial bid (Envelope No.2) will be opened in the presence of bidder or their authorized representative present at a date which will be notified later. This bid opening date will be displayed on website.
9. Pre-dispatch Inspection will be carried out by the representative of this Directorate or consignee. However inspection charges will be borne by the bidder. In case the purchaser desires, he may direct the bidders to get their items examined and certified by third party agency like reputed Central Govt labs or organizations like BIS/ERTL/SAMEER/NABL/IITs etc or State Government agencies or institutions. This testing may be required at any stage of tender process to validate the technical specifications. The charges for testing will have to be borne by the bidder.
10. Installation and free working trial is to be given to all consignees at their sites.
11. WARRANTY SHOULD BE FOR A MINIMUM ONE YEAR OR PERIOD PRESCRIBED IN THE TENDER FORM for machines as well as for its accessories.
12. PAYMENT TERMS :- 90% payment against delivery and satisfactory installation, testing of equipment and balance 10% against training & working trail at consignee's place and also submission of security deposit to this office.
13. The offer should be firm, inclusive of all taxes till the period of delivery. Escalation in prices will not be allowed. Reduction in Taxes / levies by Govt. during the period, the benefit should be passed on to consignees.
14. Details of specifications, relevant leaflets, highlighting technical features shall be quoted. However, purchaser may ask for any further technical clarification.
15. Make and name along with recent address of the manufacturer must be given. ISI marked equipment if available shall be quoted.
16. Free training for operation and preventive & breakdown maintenance of the equipment is to be arranged by the supplier / manufacturer immediately after delivery to minimum of 3 staff members from each of the consignee.
17. Unless specified otherwise in tender form or in any tender document supplied by this office, normally delivery is to be effected within 8 weeks from the date of final order. If the quoted delivery period is more than period prescribed it must be justified with specific reasons. Purchaser's decision will be final in deciding the delivery period. Stores should be delivered to the consignee on working days during office hours only. Free rigorous working trial with derived results should be given at consignee's place immediately after delivery.
18. Maintenance Manual and operation manual should be supplied along with the equipment free of cost.
19. The bidder shall submit the Tender and documents in TWO separate sealed Envelopes as follows: -

(A) Envelope No.1: Technical Bid

The first envelope shall be clearly marked as **“Envelope NO.1” Technical Bid**. It shall contain strictly the following documents in the serial order given below:-

1. **Covering Letter for Enclosure:** A covering letter stating the list of enclosures should be attached in the offer along with the checklist. Complete Address, contact details, email address, website address etc must be there on the letter head for easy and fast communication.
2. **Payment of the Tender Form :** Copy of Cash Receipt for the purchased Tender Documents from this office or a latest IPO or **crossed** pay order or D.D on nationalized or scheduled bank drawn in favor of Director of Technical Education, Maharashtra State, Mumbai and payable at Mumbai for value of price of Tender documents. If the bidder wishes to participate in multiple tenders , separate pay order or DD towards the cost of respective tender form should be submitted .A single DD towards the cost of multiple tender forms will not be acceptable.
3. **Photocopy of Prescribed Tender form** purchased from this office or downloaded from web site duly signed and stamped on first & last page by the bidder should be submitted . "DO NOT WRITE THE PRICE ON IT".
4. **Earnest Money Deposit:**

Bank Guarantee or an Indian Postal Order or a Crossed Demand Draft on Schedule Bank / Nationalized Bank drawn in favour of Director of Technical Education, Maharashtra State, Mumbai for the value of 3% of total value of stores offered subject to Max Rs. 5000/- as an Earnest Money Deposit MUST be attached . Name of the firm and tender number should be written on the back side of the Demand Draft/ Pay Order. DD/Pay Order should be in the name of “ Director, Technical Education, MS” and payable at Mumbai and should have validity of 3 months or more.

If it is found that the E.M.D. submitted is less than 3% of total value of the stores offered (subject to max Rs 5000/), the offer of the bidder will be rejected.

Earnest Money Deposit is Refundable.

If the bidder is a supplier registered with Central Store Purchase Organisation (CSPO of Govt. of Maharashtra) /DGS&D/ NSIC/DIC , the attested copy letter of registration with CSPO/DGS&D/ NSIC/DIC and attested copy of certificate stating that the firm is exempted from payment of Earnest Money Deposit MUST be attached .

In case of manufacturers, valid Certificate of registration with Directorate of Industry, Government of Maharashtra MUST be attached.

For CSPO/DGS&D/ NSIC/DIC registered manufacturers/Suppliers EMD exemption will be allowed only for the items mentioned in the respective registration certificates. As such name of the item MUST be highlighted or underlined in the relevant certificate.

EMD Exemptions for firms registered with CSPO/DGS&D/ NSIC/DIC will be as per rules. (Pl refer to Government Gazette Part –II which is published at Government Press, Charni Road, Mumbai). EMD exemptions will be as per CSPO guidelines.

5. **Sales Tax / VAT Registration & Clearance Certificate**

Self attested copies of VAT registration certificate or TIN allotment and Sales Tax / VAT clearance certificate [STCC or VAT CC] either from State or Central Govt. (as the case may be) showing tax paid up and no dues to **Dec2012**. must be attached.

If it is not possible to submit STCC/ VAT Clearance Certificate along with tender, proof of application made for obtaining STCC/VAT CC to be submitted along with tender. But STCC/VAT CC MUST be submitted before opening of commercial bids ,otherwise tender will be rejected.

Merely ST/CST/VAT registration certificates or bank challan copies etc are not sufficient and will not be accepted. **Respective clearance certificate is necessary.** (For example , in case of dealers in Maharashtra form no 415 is essential. But prescribed clearance format may vary from state to state. In any case , certificate from competent tax authorities certifying that no dues are pending against the dealer is a MUST.)

6. Income Tax Returns/ Balance Sheet

Self attested copies of Income Tax Returns of the firm for last two consecutive years or Balance sheets of last two consecutive years duly certified by a chartered accountant required as a proof to establish the financial capacity of the supplier/ manufacturer. (Need not be given if submitted already in the financial year)

7. Authorization Certificate: (Please see FORMAT 1)

Authorization of the manufacturer who manufactures the item mentioned in the tender document is essential if the bidder himself is not the manufacturer.

- a) Authorization letter should be in typed form on the letter head of the manufacturer duly signed by the competent authority of the manufacturing company with his name and company's seal on it.
- b) The letter head must contain the manufacturer's office address, factory address, contact numbers, email address and website address (if available) for verifying the details in the letter.
- c) Authorization letter should be in original and from manufacturer directly.
- d) It should be addressed to the Director of Technical Education, Maharashtra State, Mumbai clearly authorizing the bidder to participate in this tender by **quoting tender No and name of the Model for the tendered item**
- e) Manufacturer shall assure that he/ she will supply the equipment through the bidder and will attend all service calls during warranty period. He will also give list of authorised service providers in Maharashtra/ India

Apart from the authorisation letter from the manufacturer, the bidder himself should produce a certificate from competent authorities stating that he is permitted to trade/ supply the items mentioned in the tender form or item of similar kind. The bidder must also produce documentary evidence that he has supplied the items of similar kind in the past to various other organizations.

If the bidder himself is a manufacture of the item mentioned in the tender for, he is required to produce a certificate from competent authorities stating that he is permitted to manufacture the items mentioned in the tender form or item of similar kind.

The bidder must also produce documentary evidence that he has supplied the items of similar kind in the past to various other organizations.

This office reserves the right to ask for any further documentary evidence to establish genuineness of manufacturer, bidder and authorization letter.

8. No Deviation Statement:- (Please see FORMAT 2)

The no deviation statement must have mention of the make & model of the item quoted by the bidder against the tender, specification of the equipment tendered, specification of the equipment offered and deviations in specifications if any.

Bidder must detail the pro forma in format 2 and mere certifying that ‘There is no deviation between tender specifications and specifications quoted by the bidder’ is not acceptable and such bids are likely to be rejected.

9. Technical Literature/Relevant Leaflet of the equipment:

Relevant leaflet /Technical literature / Maintenance manual /Catalogue highlighting products features offered in the Tender must be enclosed in original. The offer shall be considered only if the leaflets/literature is enclosed. All the technical information about the equipment required for checking whether the equipment offered as per Tender Specification or not should be available in the Technical literature enclosed. The literature should be corresponding to the Model and Make offered in the commercial Bid. In case the literature contains description of more than one model, the bidder must tick mark on name of the model and make signature there.

10. List of Users for past experience: (Please see FORMAT 3)

List of users other than this Department (other than DTE) for verifying the quality of the equipment being supplied and after sales service rendered by the manufacturer . This list must contain at least five users along with the name of contact person and his contact details (postal address, email and contact number) and the items and year of purchase of that item by that department.

11. Performance of Bidder: (Please see FORMAT 4)

Past experience of bidder with this Department or elsewhere regarding equipment supplied to this Department – Information to be submitted in **FORMAT 4** giving Order No., date, name of equipment, name of consignee. Latest certificate regarding after sales service should be provided by the supplier. Minimum Five recent certificates are required to be produced.

12. Undertaking of delivery (Please see FORMAT 5)

Undertaking of delivery within stipulated weeks is to be submitted.

13. Undertaking for giving demonstration (Please see FORMAT 6)

Undertaking for giving demonstration of tendered item within short period of notice.

14. Standard Mark Certificates If equipment is I.S.I. marked, valid copy of license issued by B.I.S. should be enclosed otherwise same is to be indicated in offer as “NOT I.S.I. Mark”

15. Declaration by the bidder (Risk purchase clause, Fall Clause, penalty clause) : (Please see FORMAT 7)

Copy of Declaration duly signed by bidder regarding acceptance of all tender conditions and also penalty clause, Risk purchase clause, fall clause. These clauses are displayed on website of this office

under Tender Purchase section.

(B) Envelope No.2: (Commercial Bid)

The Second Envelope clearly marked, as “Envelope No.2” Commercial Bid shall contain the following: -

16. Main Priced Tender form (Total Price to be quoted on this Tender form with signature & Seal of bidder.) Bidders should give separate quotation on their letter head as per the price structure given in point 2 below. This form is in addition to one copy to be submitted in Envelope 1. But the copy in envelope 1 should have only signature & seal on it and NO Price should be written on it.
17. The rate should be quoted only for the items specified in the list of requirement and should be for items of given specification / Mark /Model/ Manufacture and be as follows: -
 - a. Free delivery at destination basis including cost of Training to the minimum 3 staff of consignee for operation and maintenance of equipment.
 - b. Break up of price giving basic price and price of standard Accessories.
 - c. Percentage of Excise Duty if applicable
 - d. Sales Tax / C.S.T. / VAT
 - e. Installation Charges, if any
 - f. The charges for Installation, plumbing, foundation, electrification as recommended by manufacturer etc. if any should be mentioned separately by the bidder.
 - g. Normally the inspection will be at the consignee’s place. If the inspection is at the factory or at the site then the TA/DA of the inspectors will have to be borne by the supplier.
 - h. Inspection charges if any are to be borne by the supplier. The supplier shall arrange all the materials/facilities required for the inspection.

(C) Submission of Tender: -

- The two sealed Envelopes No.1 & 2 shall be put again together in one common cover and sealed. The sealed cover shall be marked on the left hand top corner.

“ Tender for _____Tender No._____

Date of Closing _____Date of Opening _____ “

- The full name and address of the bidder and the name of the authorised agent delivering the sealed cover containing tender shall be written on the bottom left hand corner.
- The bidder should ensure that their tender is received by Directorate of Technical Education, Maharashtra State, Mumbai before the last date & time of the closing the tender.
- The tender received after closing date and time will not be accepted at all. All the bidders should put their tender in the “Tender Box” kept in Desk No.11 of Directorate of Technical Education.

(D) Opening of Tender, evaluation criteria and execution of purchase orders-

- The date of Commercial Opening will be specified on the website of this office or will be informed to the bidders whose bids have been found to be technically valid.

- The tenders will be opened on the date specified in the tender notice. The supplier/their authorized representative can attend the tender opening.
 - The offers will be first evaluated for completeness with respect to documents to be submitted with the offer. Those offers which have all the supporting documents as per requirements in the tender enquiry will be evaluated on technical grounds. A demonstration of the make and model no of the being quoted may be arranged at bidders cost if the technical scrutiny committee recommends. Commercial bids of technically valid offers will be opened and lowest offer will be recommended for award of contract. Award of contract will be as per prescribed Government procedure .
 - Bidder quoting the lowest offer will be informed about the intention of award of contract (Acceptance of Tender) by sending an Acceptance Letter(A/L). On acceptance of Terms and conditions of A/L and submission of security deposit, Purchase Order (Acceptance of Tender) will be released. Security deposit will be 3% of the value of goods ordered and will be retained by the purchaser till 12 months (If delivery period is 8 weeks) from the date of installation or 15 months (If delivery period is 10/12 weeks) from the date of award. In case there is delay in supply and purchaser has extended the delivery period, the retention period of security deposit will have to be extended accordingly. Security deposit will be released after expiry of warranty period subject to clearance from the consignee institute.
 - Sample A/L and A/T are available on website of this office under Tender Purchase section.
 - Before accepting the Purchase order, the bidder should ensure that the execution of purchase orders will be carried out in time. He will give a schedule of delivery of goods to the consignee's place including the offer for pre dispatch inspection of goods, submission of security deposit, pre requisites required for installation and commissioning, documents for tax exemption etc.
-

Fall Clause, Penalty Clause and Risk Purchase Clause

Fall Clause : It is a condition of the contract that the price at which the Contractor will supply the stores should not exceed the lowest price charged by the Contractor to any customer during the currency of the rate contract and that in the event of the prices going down below the rate contract prices the Contractor shall promptly furnish such information to the Development Commissioner (Inds.) and the concerned Purchasing Officer to enable him to amend the contract rates for subsequent supplies.

Penalty Clause : Failure and termination of contract:- should you fail to deliver the stores or any part thereof within the period prescribed for delivery the purchasing Officer, Director of Technical Education shall be entitled in his opinion to take any one or more of the following steps:-

to recover from you as liquidated damages a sum equivalent to $\frac{1}{2}$ per cent of the price of the undelivered stores at the stipulated rate for each week or part thereof during which the delivery of such store may be delayed subject to a maximum limit in the case of an order not exceeding rupees one lakh in value of 10 per cent & in the case of an order exceeding Rs. 1 lakh in value of 5 per cent of the stipulated price of the stores so undelivered. Such penalty is to be deducted always by the consignee from the bill of the firm.

Risk Purchase Clause:

1.1 If the contractor fails to deliver the stores or any installment thereof within the period fixed for such delivery or at any time repudiates the contract before the expiry of such period, the purchasing officer is entitled to cancel the contract and to repurchase the stores of the same specifications to the extent of the stores not delivered at the risk and cost of the defaulting contractor. In the event of such a risk purchase, the defaulting contractor shall be liable for any loss which the purchasing officer may sustain on that account provided the purchase, or if there is an agreement to purchase, such agreement, is made, in case of default to deliver the stores within the stipulated delivery period, within six months from the date of such default and in case of repudiation of the contract before the expiry of the aforesaid delivery, within six months from the date of cancellation of the contract of such period. In case any amount is outstanding to be paid to the defaulting contractor such amount should be withheld in the interest of Government.

1.2 Procedure to effect risk purchase – As soon as a contract is cancelled steps should be taken to effect repurchase of the stores still needed by floating Tender Enquiry.

i) The date of delivery in A/T, supplies made, supplies expected within the delivery period, and the prospects of the contractor executing the contract should be taken into account.

ii) Where security deposit is called for by a specified date, default in furnishing the same by the target date is in itself a breach of the contract and which entitles the purchaser to cancel the contract at risk and costs of the contractor.

iii) Risk purchase contract should be on the same terms (except delivery date and price) of the original contract.

iv) The terms of the new contract should not be more onerous or more liberal than those of the original contract except delivery period.

v) In case the material on Risk Purchase Enquiry is available at a lesser rate than the value of original A/T, in such cases 10 percent of the original value of A/T should be recovered from the defaulting contractor.

(To be printed on the letter head of the firm)

FORMAT 1

No.

Date :-

AUTHARISATION LETTER

To

The Director

The Directorate of Technical Education,

Maharashtra State, Mumbai

Sub : Autharisation for submission of Tender for __ - _____ -

Ref : Your Tender No. 11/ DTE/ / 2013-14 Due on _____

Dear sir

With reference to above, this is to inform you that. We, _____ are an established manufacturer of _____, having factory at _____ since 19___ / 20___.

We do hereby autharise M/S _____ to quote and negotiate for item/s mentioned in tender enquiry number 11/DTE/ / 2013-14 Due on _____.

No other firm/agency has been autharised to quote or negotiate particularly for tender no 11/DTE/ / 2013-14 Due on _____

We further undertake that the products supplied by M/S _____ will be fully supported by us during and after the warranty period and all service calls will be attended by us / our autharised service provider promptly.

The list of Autharised service providers in India/ Maharashtra is attached herewith.

Thanking you.

For _____

Autharised Signatory

Name -

Designation -

Date

Place -

(To be printed on the letter head of the firm)

FORMAT 2

No.

Date :-

No Deviation Statement

To
 The Director
 The Directorate of Technical Education,
 Maharashtra State, Mumbai

Dear sir,

We submit herewith a no deviation statement giving comparison of our technical offer and the specifications of the items mentioned in the tender no. 11/DTE/ / 2013-14 Due on _____

Name of Manufacturer :-

Make & Model quoted :-

Specification of equipment stated in Tender Enquiry step by step	Specification of equipment offered by Bidder step by step	Whether there is any deviation from the tender specification Yes / No	If yes, indicate clearly the deviations and ur justification for deviation
1	2	3	4

Signature of Bidder with Seal

(To be printed on the letter head of the firm)

FORMAT 3

No.

Date :-

LIST OF USERS

List of users other than this Department (other than DTE) for verifying the quality of the equipment being supplied and after sales service rendered by the manufacturer .

Name of Item :-

Model No.

Sr. No	Name and Address of the user	Contact person	Contact no, mobile no and e mail address of the contact person	Purchase order no with date	Quantity purchased	Any complaints/ queries court matter etc in this regard?

Signature of Manufacturer/Bidder with a Seal

FORMAT 4

PROFORMA FOR PERFORMANCE OF Bidder (To be given by other consignees)

Certified that performance of the equipment supplied and after sales service provided by M/s. _____ for last 3 years is as given below :-

Sr. No.	Name of Equipment	Supply Order No.& Date for 3 recent years	Date of Delivery	No.of failures during warranty period (Please Give details)	No.of failures after expiry of warranty period (Please Give details)	After sales service provided by supplier ** Unsatisfactory /Satisfactory/ Good	Remark Please attach service reports of the supplier.
1	2	3	4	5	6	7	8

** Specific remarks only to be given in words specified.

Signature of Head of Institute/Organisation/Office
With name and seal of the Office

(To be printed on the letter head of the firm)

FORMAT 5

No.

Date :-

UNDERTAKING FOR DELIVERY

We _____, the manufacturers of
_____ (name of item) do undertake to deliver the material mentioned in the tender No
11/DTE/ / 2013-14 Due on _____ within the stipulated delivery period mentioned in the tender form.

For and on behalf of _____

Seal of the manufacturer

(To be printed on the letter head of the firm)

FORMAT 6

No.

Date :-

UNDERTAKING FOR DEMONSTRATION

We _____, the manufacturers of
_____ (name of item) do undertake to demonstrate the material mentioned in the tender No
11/DTE/ / 2013-14 Due on _____, as and when asked by the purchasing authority.

For and on behalf of _____

Seal of the manufacturer

(To be printed on the letter head of the firm)

FORMAT 7

No.

Date :-

DECLARATION

To

The Director

The Directorate of Technical Education,

Maharashtra State, Mumbai

I, the undersigned for and behalf of M/S _____ hereby accept and agree with the Fall clause, penalty clause and Risk purchase clause for the tender No 11/DTE/ / 2013-14 Due on _____ as published in the Manual of the office procedure for purchase of stores by the Government departments of the Government of Maharashtra.

For and on behalf of _____

Seal of the Bidder