



COEP Technological University Pune-411 005

INVITATION OF TENDER

For

**Supply of "Racer Kayak 1 (K1) and Racer Kayak 2 (K2)" at Boat Club, COEP
Technological University Pune**

Reference No: COEP/BOAT CLUB/2023/308

DATE: 16.01.2023



COEP Technological University, Pune

BOAT CLUB



(A Unitary University of Government of Maharashtra) Shivaji Nagar, Pune – 411 005

Ph. No: 020 – 25507179 Fax: 020 – 25507299 Email: boatclub@coep.ac.in Website: www.coepboatclub.com

INVITATION OF TENDER

Details of the Work:

COEP Technological University Pune invites sealed quotations for Supply of "**Racer Kayak 1 (K1) and Racer Kayak 2 (K2)**" at COEP Technological University Pune as per the **Part 1: Technical Bid** and **Part 2: Commercial Bid** in the prescribed Bid forms.

Sealed bids are invited for Supply of "**Racer Kayak 1 (K1) and Racer Kayak 2 (K2)**" at COEP Technological University Pune from reputed / experienced organizations who have successfully carried out similar work in the past as mentioned in **Part 1: Technical Bid: Annexure-I**.

The tender Document can be downloaded from the website www.coep.org.in under Tender Tab.

Sr. No.	Tender No & Date	Reference No: COEP/BOATCLUB/2023/ DATE: 16.01.2023
1.	Issue of Tender Forms	From 16.01.2023 TO 27.01.2023
2.	Last Date of Receipt of Tenders	27.01.2023 before 17:30 Hours
3.	Opening of Tenders	30.01.2023 at 13:00 Hours
4.	Correspondence Address	Boat Club, COEP Technological University Pune, Shivajinagar, Pune 411005

1. Eligibility Criteria:

- 1.1 The bidder must have minimum three years of experience in similar kind of work that is, Supply of **Racer Kayak 1 (K1) and Racer Kayak 2 (K2)**. The bidder must have executed at least one purchase order of not less than **Rs.50,000** during any of the last three years.
- 1.2 The bidder's **annual turnover must be minimum 1 Lakh** in any of the last three financial years.

Pre-Qualification / Eligibility Criteria details:

Sr. No.	Pre-Qualification Criteria	Supporting Documents to be enclosed with the Bid
1.	Bidder should be registered in India under Companies Act 1956	Certificate of Incorporation
2.	The bidder must be a renowned Indian/Multinational Company with primary business in Technology/Authorized dealer.	Goods and Service Tax Registration Certificate/ relevant certificate.
3.	Bidder must have experience of at least 3 years in the relevant field of Racer Kayak 1 (K1) and Racer Kayak 2 (K2) .	Copies of relevant work/ purchase-order(s)
4.	Bidder should have duly filed Income Tax Returns, Service Tax, and other applicable Govt./Statutory body Taxes for any of the past three years.	Relevant Documents
5.	Prime bidder including the consortium members shall not be under a declaration of ineligibility for corrupt or fraudulent practices or blacklisted with any of the Government agencies.	Self-Certification

Seal and signature of Manager / Representative of
the firm On behalf of the firm submitting Tender
Telephone:.....
Mobile:.....
Fax:.....
Mail

Contact Person Name and Designation:
.....

2. Bidding Process:

The Bid / Tender document will be in two-bid system - Technical Bid (Part 1) and Commercial Bid (Part 2).

Part 1: Technical Bid - detailed profile of the agency/organization, eligibility for selection, tender terms & conditions, etc. - to be submitted in a separate sealed cover. This should include **Annexure-I** and documents in support of **turnover, experience, list of similar projects, client list, Pre-Qualification / Eligibility Criteria, Appendix –A** etc.

Part 2: Commercial Bid - As per the tender, commercial bid should be indicated in Indian rupees in figures as well as words. The final offer given by the bidder shall be with respect to the complete cost of the project.

3. Submission of Tender Documents:

a.1 Format & signing of Bid Document:

The Bid / Tender document will be submitted in the prescribed format in two parts in sealed cover super scribing "**Quotation for Racer Kayak Boat Purchase**" at COEP Technological University Pune.

Instruction for submitting bids are given below:

a.1.1 Part- 1: Technical Bid – in prescribed format sealed and duly signed

Part -1: shall contain the following:

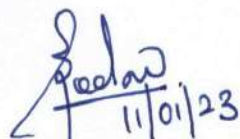
1. A covering letter in the format enclosed and **Annexure-I**.
2. Details of bidder's experience and capabilities in the format (**Appendix –A**) I.T. return/ Balance sheets / audited accounts for any of the past three years.

a.1.2 Part - 2: Commercial Bid - in prescribed format sealed and duly signed.

4. Acceptance of Tender conditions:

- 4.1 First envelope should be marked as Part-1: Technical Bid with Reference No: COEP/BOAT CLUB/2023/308 DATE: 16.01.2023, "**Quotation for Racer Kayak Boat Purchase**" at COEP Technological University Pune due on 27.01.2023 at 17.30 hrs.
- 4.2 Second envelope should be marked as Part-2: Commercial Bid with Reference No: COEP/BOAT CLUB/2023/308 DATE: 16.01.2023 "**Quotation for Racer Kayak Boat Purchase**" at COEP Technological University Pune due on 27.01.2023 at 17.30 hrs.
- 4.3 Both sealed envelopes of Part 1 & 2 are to be put in a single envelope duly sealed and super-scribed as "Reference No: COEP/BOAT CLUB/2023/308 DATE: 16.01.2023 **Quotation for Racer Kayak Boat Purchase** at Boat Club, COEP Technological University Pune due on 27.01.2023 at 17.30 hrs must be submitted on or before at **Inward/ Outward section** of COEP Technological University, Pune-411005.
- 4.4 The last date for submission of tender document is 27.01.2023 at 17.30 hrs. Bids received beyond the closing date / time will not be accepted and will be rejected, unopened.
- 4.5 The Part 1 (Technical Bid) will be opened on 30.01.2023 at 13.00 hrs at the same venue in presence of the bidders' representatives who wish to attend. In the event of any change in the date of opening, the same will be intimated to all.

- 4.6 Part 2 (Commercial Bid) will be opened only after the technical evaluation of tenders and only eligible and technically qualified bidders will be invited for commercial bid opening at the same venue in presence of the bidders' representatives who wish to attend. The date of opening of commercial bid will be intimated to only eligible and technically qualified bidders. In the event of any change in the date of opening, the same will be intimated to all.
5. **The financial bid of all items will be evaluated and compared as a whole.**
6. The university reserves the right to accept or reject any or all bids.
7. The university reserves the right to accept or reject any bids and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder.
8. Incomplete tenders will be rejected without consideration.
9. **Delivery Period for Items:** Delivery period is up to 30 days only, from date of issue of the P.O. No extension shall be given for supply. In such case penalty for delay in proportion to the cost of equipment will be at the rate of 0.5 % per week; maximum limit of 10% shall be charged in case of PO value is 2 Lakhs. and Above.
10. **Supply:**
Bidder shall be responsible for the supplied "Racer Kayak 1 (K1) and Racer Kayak 2 (K2)" at COEP Technological University Pune. Any defective component/device will be replaced by bidder at his cost.
11. The accepted prices are "FD / FOR" COEP (at respective department issuing the P.O.) with the transportation, freight, and Insurance charges to be borne by the supplier.
12. 90% payment shall be made after delivery subject to successful inspection of quality of the kayaks at our end and remaining 10% payment shall be made after 6 months.
13. The vendors shall have to quote for all the items of the Tender. Part Tenders/incomplete Tenders shall be summarily rejected.
14. Offers in bid should be written in English and price should be written in both figures and words.
15. The relevant supporting document(s) should be enclosed along with the offer.
16. Bid(s) received after last date of bid submission will be rejected.
17. No bid will be entertained by E-mail / FAX.
18. The university reserves the rights to cancel the tender without any reason thereof.
19. The university reserves the rights to cancel any of the items of tender without any reason thereof.
20. The university reserves the right to cancel purchase order, before or after the delivery of material, before making payments without giving any reasons thereof.



Dr. M. A. Hedao
Vice-President,
COEP Technological University, Pune -05



Dr. M. S. Sutaone
Vice Chancellor,
COEP Technological University, Pune -05

**Appendix –A (To be filled up by the bidder)
Following details required for all bidders**

Sr. No.	Name & Full Address of the firm:	Necessary Documents Submitted (Yes/No)
1.	Registered Office with Address (Copy of registration certificate of firm may be enclosed)	
2.	PAN no.	
3.	Previous Purchase order details	
4.	Whether limited company or Pvt. ltd. or Partnership	
5.	Name & Addresses of the person who will represent the firm while dealing with the University.	
6.	Turnover for the last three financial years. 2019-20 2020-21 2021-22	
7.	Do you have experience for at least 3 years in the relevant field of supply, installation, commissioning and maintenance of similar project? Have you completed at least one similar project during the previous three years?	
8.	Do you have an office in Maharashtra or are you ready to open up an office in Maharashtra within one month of the award of contract?	
9.	Have you duly filed Income Tax Returns, Service Tax and other applicable taxes for any of the past three years?	
10.	Have you been blacklisted by any government authority in India? If so, then you will not be eligible. Submit Self-Certification stating you are not blacklisted in the past.	

Seal and signature of Manager
/Representative of the firm on behalf of the
firm submitting Tender

Telephone:.....
Mobile:.....
Fax:.....
Mail:.....
Contact Person
Name:.....
Contact Person
Designation:.....

Part 1: Technical Bid:

"Racer Kayak 1 (K1) and Racer Kayak 2 (K2)" at COEP Technological University Pune

FORMAT & REQUIREMENTS

1. Tender Ref. No:
2. Name of Tenderer:
3. Complete office address of Tenderer.....
4. Contact details of authorized person of tenderer who have signed the tender.
 - a) Name.....
 - b) Designation.....
 - c) Phone (Office).....
 - d) Phone (Mobile).....
 - e) E mail.....
5. Due date & Time of submission of bid:
6. Submission of technical confirmation to the requirement.
7. Please specify the make and model. Attach technical brochure.
8. Higher technical specification may be considered subject to competitive price offer.
9. Documents to be enclosed with the Technical bid are as under:
 - a. Duly signed & stamped Tender documents (All pages) as a mark of your acceptance.
 - b. Supporting information with respect to the technical data, booklets of product. Any product manual brief, test certificates available may be enclosed.
 - c. Copies of PAN, GST/ TIN duly Signed & Stamped.
 - d. Other related standard certifications (if available).

e. Annexure- I

Format of Quotation for "Racer Kayak 1 (K1) and Racer Kayak 2 (K2)" -

Make:

Sr. No.	Item Specifications	Qty	Whether meets requirements (Yes/No)
	Racer Kayak 1 (K1)		
	<ul style="list-style-type: none"> • Construction: 100% Fibered Reinforced Plastic Head Molded Boat. • Length: 520 cm • Weight: Not more than 13 kgs • Accessories: 01 Seat with Aluminum Frame, 01 Footrest in Stainless carbon construction with no added fiber or glass fiber. • IKCA Approved OEM preferred over the price. 	2	

Sr. No.	Item Specifications	Qty	Whether meets requirements (Yes/No)
	Racer Kayak 2 (K2)		
	<ul style="list-style-type: none"> • Construction: 100% Fibered Reinforced Plastic Head Molded Boat. • Length: 650 cm • Weight: Not more than 19.5 kgs • Accessories: 01 Seat with Aluminum Frame, 01 Footrest in Stainless carbon construction with no added fiber or glass fiber. • IKCA Approved OEM preferred over the price. 	2	

Signature of the bidder with stamp

Part 2: Commercial Bid

Supply of **Racer Kayak 1 (K1) and Racer Kayak 2 (K2)** at COEP Technological University Pune

FORMAT & REQUIREMENTS

Tender Ref. No.:

Name of the Tenderer/Bidder:

The offer with rates for the schedule of requirements of items as elaborated under, to be submitted. Adhering to the format given below is a pre-requisite for considering your quotations:

The format of commercial offer is as below:

Item No.	Item Description	Qty in Nos	Rate per unit in Rs. (Exclusive of all taxes)	Total Amount in Rs. (Exclusive of all taxes)
1	Racer Kayak 1 (K1) (as per Annexure-I)	2		
2	Racer Kayak 2 (K2) (as per Annexure-I)	2		
GST				
Total Amount (Inclusive of all Taxes) in Rupees.				
Total Amount (Inclusive of all Taxes) in words Rupees				
Only.				

Signature of the bidder with stamp

[Covering letter to submitted by the bidder]

To,
Vice Chancellor,
COEP Technological University Pune,
Shivajinagar, Pune -411005,

Sub: Tender for "**Racer Kayak 1 (K1) and Racer Kayak 2 (K2)**" at COEP Technological University Pune.

Sir,

I have carefully gone through the tender document regarding the prequalification of agencies/ vendors for "**Racer Kayak 1 (K1) and Racer Kayak 2 (K2)**" at COEP Technological University Pune.

I shall be bidding in this tender as the sole representative of my company. I hereby declare that

1. All the information related to my company, customer base, projects, financial details, data sheet of the products offered etc., provided in my offer is true and without any alteration /modification.
2. All the provisions of this tender document are acceptable to my company. No violation of the terms and conditions as mentioned in the tender document has been made.
3. I declare that my company or any member of the company has not been debarred / blacklisted by any Government / Semi –Government organizations in India.
4. I certify that the period of validity of bid is 120 (one hundred and twenty) days from the last date of submission of proposal I further certify that I am authorized signatory of my company and I am, therefore competent to make this declaration.

Yours faithfully,

(Signature of the bidder)

Seal and signature of Manager
/Representative of the
company/firm On behalf of the
company/

Firm submitting tender

Telephone:

Mobile:

Fax:

Mail:

Contact Person Name:

Contact Person Designation:

.....

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List of Documents attached by the Bidder