



**BID DOCUMENT**

**FOR**

**FABRICATION, SUPPLY & TRANSPORTATION OF FLOOR MOUNTED  
OUTDOOR PANEL BOARDS 02 NOS FOR SHILPASEEMA IN THE  
PREMISES OF SHILPARAMAM, MADHAPUR, HYDERABAD**

**Tender Notice No. : 2600/SACCS/Elec/Brundavanam/2022-23**

**Name of the Agency :** .....  
**and Address** .....  
.....

Tender issue date : 30 – 08 – 2022

Last date & time of Submission: 08 – 09 – 2022 at 3:00 PM

**Shilparamam Hyderabad**

Website: <http://www.shilparamam.in>

**Chapter I- Instruction to bidders**

**Notice Inviting Tender**

Shilparamam Hyderabad invites sealed Tenders from the Original Manufacturers, Companies and Suppliers for Fabrication, Supply & Transportation of the following items at the Shilparamam, Madhapur, Hyderabad.

<b>Sr.No.</b>	<b>Item Description</b>	<b>Quantity</b>
1.	160A 3P MCCB as Incomer & Outgoings: 15HP Star Delta & 7.5 HP DOL Starter, TP MCBs 32A-1No & 20A-1No, 9Nos of SP MCBs of Size 1200X900X325	01 Nos
2.	15HP Star Delta & 7.5 HP DOL Starter, TP MCBs 32A-1No & 20A-1No, 6Nos of SP MCBs of Size 1000X600X325 as Outgoings (without Incomer)	01 Nos
	<b>TOTAL</b>	<b>02 Nos</b>

1. Interested parties may submit their tender in sealed cover addressed to the Special Officer, Shilparamam, Madhapur, Hyderabad – 500081 by **08-09-2022** up to 3:00 pm. The Tenders will be opened on the same day at 04.00 PM in Office of the Special Officer, Shilparamam, Madhapur, Hyderabad, Telangana - 500081. The tenders received after the scheduled date and time will be rejected out rightly.
2. The tender is in two- bid system i.e. Technical Bid & Financial Bid. The technical bid and the financial bid should be sealed by the bidder in separate covers superscribed "**Technical bid for Tender for Fabrication, Supply & Transportation of Floor Mounted Outdoor Panel Boards 02 Nos** " and "**Financial Bid for Fabrication, Supply & Transportation of Floor Mounted Outdoor Panel Boards 02 Nos** ". Both Sealed Envelopes should be kept in a main/ bigger envelope superscribed as "**Tender for Fabrication, Supply & Transportation of Floor Mounted Outdoor Panel Boards 02 Nos**". The 'Technical Bid' will be analysed and 'Financial Bid' of only those firms who are found eligible in 'Technical Bid' will be opened and the eligible firms would be intimated there of accordingly.

**Schedule of Tender**

Issue Date	:	<b>30 – 08 – 2022</b>
Last date and time of receipt of tender	:	<b>08 – 09 – 2022 by 3.00 PM</b>
Amount of Earnest Money Deposit (EMD)	:	Rs 3,225.00
Tender Paper Cost	:	Rs 500.00
Date & time of opening of tender	:	<b>08 – 09 – 2022 by 4.00 PM</b>
Venue	:	Office of the Special Officer, Shilparamam, Madhapur, Hyderabad, Telangana

3. Tender Document may be downloaded from this Institute's official website "<http://www.shilparamam.in>" and the tenderer shall deposit a separate Bank Draft/ Pay Order/ Banker's cheque in favour of "Special Officer, Shilparamam, Hyderabad" worth Rs. 500/- along with tender Document (Technical Bid). **The tenders submitted without tender document cost and without EMD shall be liable to be rejected summarily.** The cost of the bid document is non-refundable. Contact Person: C. Vinod Kumar, AE (8886652018). The Tender Document can also be obtained from the office of the Special Officer, Shilparamam, Madhapur, Hyderabad on payment of the Tender Document cost of Rs. 500/- in shape of DD drawn in favour of the "SPECIAL OFFICER, SHILPARAMAM".
4. The Manufacturers / Companies / Suppliers for submission of the Tender should satisfy the following eligibility criteria.
- a) The Firm Should have a minimum Annual Turn over of Rs. 20.00 Lakhs during the last 2 years.
- b) The Firm / Supplier Should have a valid GST Certificate.
- c) The Proposed Panel Board should be fabricated as per Technical Specification mentioned below if found any default the same will be rejected by department.
- d) The firm should quote their rate considering Supply, Fabrication & Transportation etc., complete.

Special Officer  
Shilparamam, Hyd.

**Chapter-II : General Terms and Conditions**

**Subject: - Tender for Supply, Fabrication & Transportation of Floor Mounted Outdoor Panel Boards 02 Nos for Shilpaseema in the premises of Shilparamam, Madhapur, Hyderabad.**

**1. Earnest Money Deposit:**

Earnest money Deposit by means of a Bank Demand Draft/ Pay Order of **Rs. 3,225.00, (Rupees three thousand two hundred and twenty five only)** shall be enclosed with the Tender (Technical Bid). It is also clarified that the Tenders received without EMD will be summarily rejected. The pay Order/DD may be prepared in the name of "Special Officer, Shilparamam, Hyderabad".

- a) Tenderer shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the tenderer fails to observe and comply with stipulations made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited.
- b) Tenders without Earnest Money and Tender cost will be summarily rejected.
- c) No claim shall lie against the Shilparamam in respect of erosion in the value or interest on the amount of EMD.

**2. Preparation and Submission of Tender :**

The tender should be submitted in two parts i.e. Technical Bid and Financial Bid. The Technical Bid and the Financial Bid should be sealed by the bidder in two separate covers. Both Sealed Envelopes should be kept in a main/ bigger envelope superscripted as **"Tender for Fabrication, Supply & Transportation of Floor Mounted Outdoor Panel Boards 02 Nos"**.

**3. Signing of Tender :**

The individual signing the tender or other documents connected with contract must specify whether he signs as:

- (a) A sole proprietor of the concern or constituted attorney of such sole proprietor ;
- OR
- (b) A partner of the firm, if it is a partnership firm in which case he must have authority to execute the contracts on behalf of the firm and to refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firm.

OR

- (c) Director or a principal officer duly authorized by the Board of Directors of the Company, if it is a company.

**N.B.**

- (1) In case of partnership firms, a copy of the partnership agreement, or general power of attorney duly attested by a Notary, should be furnished on stamped paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney. The attested copy of the certificate of registration of firm should also be enclosed along with the tender.
- (2) In the case of partnerships firm, where no authority to refer disputes concerning the business of partnership firm has been conferred on any partner, the tender and all other related document must be signed by all partners of the firm.
- (3) A person signing the tender form or any document forming part of the tender on behalf of another person should have an authority to bind such other person and if, on enquiry it appears that the person so signing had no authority to do so, Shilparamam, Hyderabad may without prejudice, cancel the Tender and hold the signatory liable for all costs, consequences and damages under the civil and criminal remedies available.
- (4) **The tenderer should sign and affix his firm's stamp at each page of the tender and all its annexure as the acceptance of the offer made by tenderer and also as acceptance for all the Terms and Conditions.** NO PAGE SHOULD BE REMOVED/ DETACHED FROM THIS NOTICE INVITING TENDER.

**4. Opening of Tender:**

The tenderer is at liberty to present either him or authorize not more than one representative to be present at the opening of the tender. The representative present at the opening of the tender on behalf of the tenderer should bring with him a letter of authority from the tenderer and proof of identification

**5. Validity of the bids:**

The bids shall be valid for a period of 90 days from the date of opening of the tender. This has to be so specified by the tenderer in the Financial bid.

**6. Communication of Acceptance / Right of Acceptance :**

Shilparamam, Hyderabad reserves all right to reject any tender including of those tenderers who fails to comply with the instructions without assigning any reason whatsoever and does not bind itself to accept the lowest or any specific tender. The decision of Special Officer, Shilparamam in this regard will be final and binding.

**7. Performance Security :**

The successful tenderer will be required to furnish a Performance Security Deposit of 5% of tender amount in the form of Bank Guarantee from any Nationalized Bank duly pledged in the name of the "Special Officer Shilparamam". The security deposit can be forfeited by order of this Institute in the event of any breach or negligence or non-observance of any condition of contract or for unsatisfactory performance or non-observance of any condition of the contract.

Performance Security shall be submitted in the form of Bank Guarantee or Fixed Deposit Receipt issued by a scheduled Bank and the Performa provided with the tender document. Performance Security will be discharged 60 days after completion of contractor's performance obligations (including warranty period of 12 months) under the contract.

**8. Delivery & Installation :**

The Outdoor Panel Boards shall be delivered to the premises of Shilparamam, Hyderabad within 3 weeks from the date of confirmation of work order.

**9. Guarantee / Warranty:**

- The on-site replacement warranty shall remain for a period of 12 Months from the date of recording of acceptance of goods at site.
- If the supplier having been notified, fails to respond to take action to respond/replace the defective parts within 07 days, the Special Officer, Shilparamam may proceed to take remedial action(s) as deemed fit.

**10. Breach of Terms and Conditions:**

In case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to cancel the work order/ job without assigning any reason thereof and nothing will be payable by Shilparamam, Hyderabad. In that event the security deposit shall also stands forfeited.

**11. Terms of payment:**

- Out of 100% payment, 5% Payment will be considered as performance security deposit and remaining 95% payment of the total order value shall be released after the successful Supply & Transportation of the ordered goods against the submission of the satisfactory working report by designated Engineer.

Special Officer  
Shilparamam

**Chapter III - Specifications and allied Technical Details**

**Parameters and Technical Specifications for Executing the Work:**

1. The participant manufacture/companies/suppliers can only participate. Proof of manufacturing is to be attached. Client may also visit and inspect the manufacture set up as deemed fit.
2. Manufacturer shall have in house quality assurance lab in which quality tests shall be tested on regular basis as per IS standards.
3. The Participant should have minimum 3 years of experience in this field.
4. The above Panel Boards should meet the technical specifications and standards prescribed below.
5. The firm should be registered and should have the turnover of Rs. 20,00,000/- (Rupees Twenty Lakhs only) in the last two consecutive financial years.
6. The firm has to submit a proof of turnover as mentioned above supported by attested documentary materials. (Audit statements with Chartered Accounts Signatures)
7. The delivery of the items will have to be made at Shilparamam, Hyderabad. No transportation/ carting charges will be provided for the same.
8. The warranty for the Panel Boards is 1 Year and, in any cause, if found any problems under this warranty period, the firm must replace the spares with free of cost during warranty period. If found any delay and not responding for replacements, the 5% performance deposit amount will be forfeited by department.
9. The rate quoted should be firm and final and written in ink or typed against each item and should in no case be overwritten.

**TECHNICAL SPECIFICATIONS:**

<b>Sno</b>	<b>Description of Item</b>	<b>Qty</b>	<b>Unit</b>
	Fabrication, Supply, Testing & Transportation of floor mounting type outdoor panel board with Aluminium bus bars 250A, fabricated with 14/16 Gauge CRCA Sheet comprising of TPN bus bars of equal size in all phases and neutral, compartmentalized with hinged lockable doors, dust and vermin proof, powder coated of approved shade after 7 tank treatment process, cable alley, The panel shall be suitable for accommodating the following switch gear including supply of all components such as connecting copper wires, lugs, hard wares etc and as per IS standards Panel shall be manufacture only from CPRI approval Fabricators. Makes of MCCBs : L&T / Legrand / Schneider / ABB / Hager, Makes of Meters : Schneider (Conzerve) / L&T / Elmeasure / Siemens, Digital Voltmeter 0-500V with selector switch, Digital Ammeter (0-250 A) with selector switch & CTs etc. LED type RYB phase indicating lamps, ON, OFF, trip indicating lamps		
1	160A 3P MCCB as Incomer & Outgoings: 15HP Star Delta & 7.5 HP DOL Starter, TP MCBs 32A-1No & 20A-1No, 9Nos of SP MCBs of Size 1200X900X325	1	Nos
2	15HP Star Delta & 7.5 HP DOL Starter, TP MCBs 32A-1No & 20A-1No, 6Nos of SP MCBs of Size 1000X600X325 as Outgoings (without Incomer)	1	Nos
	<b>TOTAL</b>	<b>2</b>	<b>Nos</b>

Special Officer,  
Shilparamam, Hyd.

**Chapter - V Technical Bid**  
**TENDER FORM - 1 - TECHNICAL INFORMATION AND**  
**UNDERTAKING.**

(Tenderer may use separate sheet wherever required)

S.No.	Details of the Firm/Bidder	Page No.	
1.	Name & Address of the Tenderer/ Concern		
2.	(Please State clearly whether it is Sole proprietor or Partnership firm or a company or a Government Department or a Public Sector Organization).		
3.	Details of the Earnest Money Deposit (EMD) worth Rs. 3,225/- (Rupees Three Thousand Two Hundred and Twenty Five Only)		
4.	Details of the cost of the Tender documents worth Rs. 500/- (Rupees Five Hundred only)		
5.	List of Major Customers shall be given on a separate sheet and proof of previous satisfactory execution of works if any. (Copies of the Agreements or Experience certificates or work orders of the customers shall be enclosed).		
6.	Proof of the last two year's turnover of the firm which should not be less than Rs.20,00,000/-(Rupees Twenty Lakhs only) annual average for the preceding two financial years.		
7.	Permanent Account Number		
8.	GST No. with Proof		
9.	Copies of authenticated balance sheet for the past two financial years enclosed		
10.	Technical Specifications and full details of the Panel Boards proposed to be supplied by the Tenders shall be given on separate sheets. (Please refer to the Technical Specification mentioned in the Tender Document)		
11.	Any other information important in the opinion of the tenderer		

**Note:**

- Page number/serial number may be given to each and every page of Tender Documents and photocopies of the attested documents attached. Mention Page number, wherever the copy (ies) of the document(s) is kept.
- In case of non-fulfilment of any of the above information/ document(s), the Tender will be summarily rejected without giving any notice.

(Dated Signature of the Tenderer with stamp of firm)

Date:

Place:



**Undertaking**

1. That I/we have carefully studied all the terms & conditions of Tender and shall abide by it.
2. That I/We shall Supply & Transportation the items of requisite quality.
3. That I/We undertake that the information given in this tender are true and correct in all respect and I/We hold the responsibility for the same.

(Dated Signature of the Tenderer with stamp of firm)

Date:

Place: