TENDER DOCUMENT
# INDEX

<table>
<thead>
<tr>
<th>Sr. no.</th>
<th>Particulars</th>
<th>Page no.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Introduction</td>
<td>3</td>
</tr>
<tr>
<td>2</td>
<td>Tendering Procedure</td>
<td>4</td>
</tr>
<tr>
<td>3</td>
<td>Guidelines to Bidder</td>
<td>5 to 6</td>
</tr>
<tr>
<td>4</td>
<td>General Conditions</td>
<td>7 to 9</td>
</tr>
<tr>
<td>5</td>
<td>Specifications Of AC unit</td>
<td>10</td>
</tr>
<tr>
<td>6</td>
<td>List of Documents required in Technical Bid</td>
<td>11</td>
</tr>
<tr>
<td>7</td>
<td>Letter of Undertaking</td>
<td>12</td>
</tr>
<tr>
<td>8</td>
<td>Schedule of Tender</td>
<td>13</td>
</tr>
</tbody>
</table>
INTRODUCTION

Maharashtra Tourism Development Corporation Ltd. is a registered Company under Company’s Act 1956 on 20th January, 1975. MTDC has various Resorts, Restaurants as well as IISDA (Scuba Diving Centre) and Kalagram in the state of Maharashtra, Which are as follows:

<table>
<thead>
<tr>
<th>Hotel Pilgrims Inn Shirdi, Dist - Ahmednagar</th>
<th>Mahabaleshwar Resort Dist - Satara</th>
<th>Matheran Resort Dist - Raigad</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tadoba Resort Dist - Chandrapur</td>
<td>Bhandardara Resort Dist - Ahmednagar</td>
<td>Malshej Ghat Resort Dist - Pune</td>
</tr>
<tr>
<td>Panshet Resort Dist - Pune</td>
<td>Chikhaladara Resort Dist - Amarahati</td>
<td>Harihareshwar Resort Dist - Raigad</td>
</tr>
<tr>
<td>Tarkarli Resort Dist - Sindhudurg</td>
<td>Tarkarli House Boat Dist - Sindhudurg</td>
<td>Tuljapur Resort Dist - Usmanabad</td>
</tr>
<tr>
<td>Ganpatipule Resort Dist - Ratnagiri</td>
<td>Velneshwar Resort Dist - Ratnagiri</td>
<td>Karla Resort Dist - Pune</td>
</tr>
<tr>
<td>Ajanta T Junction Dist - Aurangabad</td>
<td>Ajanta Tourist Resort Dist - Aurangabad</td>
<td>Nagpur Tourist Resort Dist - Nagpur</td>
</tr>
<tr>
<td>IISDA Dist - Sindhudurg</td>
<td>Kalagram Dist - Aurangabad</td>
<td>Elephanta Restaurant Mumbai</td>
</tr>
</tbody>
</table>

DETAILS OF WORK

NAME OF WORK        :- “SUPPLYING, INSTALLING, AND COMMISSIONING AIR CONDITIONERS AT ALL MTDC’S TOURIST RESORT.”

COST OF TENDER FORM :- Rs. 1,135/- (Including VAT @ 13.5%)

EARNEST MONEY DEPOSIT :- Rs. 1,10,000/-
TENDERING PROCEDURE:

Blank Tender Forms.

1. Tender Forms can be downloaded from the e-Tendering portal of Maharashtra Tourism Development Corporation Ltd., Mumbai, Government of Maharashtra i.e. https://mahatenders.gov.in after payment towards Tender Fees As per the Tender Schedule i.e. payment of tender fees, online.

2. The tender submitted by the tenderer shall be based on the clarification, additional facility offered (if any) by the Department, and this tender shall be unconditional. Conditional tenders will be summarily REJECTED.

3. All tenderers are cautioned that tenders containing any deviation from the contractual terms and conditions, specifications or other requirements and conditional tenders will be treated as non responsive.

4. Tenderers should have valid Digital Signature Certificate (DSC) obtained from any Certifying Authorities. In case of requirement of DSC, interested Bidders should go to https://mahatenders.gov.in and follow the procedure mentioned in the document; Procedure for application of Digital Certificate.

5. For any assistance on the use of Electronic Tendering System, the Users may call the below
Toll Free Telephonic Help Desk Number 1800-3070-2232
Mobile : +91-7878107985, +91-7878107986, + 91-7878007972 and
+91-7878007973
E-Mail : eproc.support@maharashtra.gov.in
Guidelines to Bidders
Special Instructions to the Bidders for the e-submission of the bids online through this tender site:
https://maharashtratourism.gov.in

1. Bidder should do the registration in the tender site Https://mahatenders.gov.in using the option available. Then the Digital Bidder should do the registration in the tender site Signature registration has to be done with the e-token, after logging into the site. The e-token may be obtained from one of the authorized certifying authorities such as SIFY/TCS/nCode/MTNL/eMudhra.

2. Bidder then login to the site giving user id / password chosen during registration.

3. The e-token that is registered should be used by the bidder and should not be misused by others.

4. The Bidders can update well in advance, the documents such as certificates, purchase order details etc., under My Documents option and these can be selected As per tender requirements and then attached along with bid documents during bid submission.

5. After downloading / getting the tender schedules, the Bidder should go through them carefully and then submit the documents as asked, otherwise, the bid will be rejected.

6. If there are any clarifications, this may be obtained online through the tender site, or through the contact details. Bidder should take into account of the corrigendum (if any) published before submitting the bids online.

7. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender schedule and they should be in PDF/xls/rar/dwg formats. If there is more than one document, they can be clubbed together.

8. Bidder should get ready the tender form fee and EMD as specified in the tender. Both the fees should be paid online, within the bid submission date & time for the tender.

9. The bidder reads the terms & conditions and accepts the same to proceed further to submit the bids.
10. The bidder has to submit the tender document online well in advance before the prescribed time to avoid any delay or problem during the submission process.

11. After the bid submission, the acknowledgement number, given by the e-tendering system should be printed by the bidder and kept as a record of evidence for online submission of bid for the particular tender.

12. Any original document submitted physically to the MTDC and the scanned copies furnished at the time of bid submission online, should be the same, otherwise the Tender shall be summarily rejected.

13. The documents submitted by the bidders will be digitally signed using the e-token of the bidder and then submitted.

14. The E-Tendering system will notify a successful bid updating message after uploading all the bid documents. The submitted bid summary will be shown with the bid number, date & time of said bid.

15. The **Tender Inviting Authority (TIA)** will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders.

16. The bidder may submit the bid documents by online mode through the site (https://mahatenders.gov.in) as indicated in the tender.

17. The bid summary has to be printed by the bidder and kept as an acknowledgement as a token of the submission of the bid which will act as a proof of bid submission for a tender floated and also act as an entry point to participate in the bid opening date.

18. The Bidder should log into the web site well in advance for bid submission so that he / she submits the bid in time i.e. on or before the bid submission end time. If there is any delay caused due to any technical issues.

19. The bidder should logout of the tendering system using the normal logout option available at the top right hand corner and not by selecting the (X) option in the browser.

20. For any other queries, the bidders are asked to contact through Mail: **etender.maha@nic.in**
GENERAL CONDITIONS

a) The bidders should have achieved average annual turnover of Rs. 16 Lakhs, during last three financial years (2015-16, 2014-15, 2013-14), if audit of F.Y. 2015-16 has not been done yet may provide financial reports for the F.Y. 2012-13. Financial reports (Profit & Loss Account & Balance Sheet) must be certified by Chartered Accountant.

b) The bidders should attach at least one order of not less than Rs.15 Lakhs successfully completed in past 3 years along with client details.

c) The bidder should have to pay application form fees of Rs.1,135/- (Not refundable).

d) The bidder should have to pay Earnest Money Deposit (EMD) of Rs. 1,10,000/- (Rs. One Lakh Ten Thousand only).

e) The successful bidder should have to pay Security Deposit of Rs. 1,10,000/- or Earnest Money Deposit (EMD) may converted into Security Deposit. The Security Deposit will be refunded after completion of Warrantee period.

f) The Tender should be submitted by authorized dealer.

g) The Tenderer should submit the documents mentioned in technical Bid are mandatory. If any of document is not furnished the price bid / Financial Bid will not be opened & tender will be treated as invalid & left out of consideration.

h) All supply shall be made as per work order given by concerned authority and there should be door delivery to the MTDC’s Resorts / Hotels / Units within 30 days from the date of order issued. The tenderer shall have a proven track record of completing such work in stipulated time.

i) The Manufacturer / supplier shall submit the acceptance letter acknowledging the above mentioned terms and conditions for supply of above material / products to various MTDC’s Resorts / Hotels.

j) EOI other than above mentioned terms and conditions shall not be entertained by MTDC.

k) Corporation reserves the rights to accept or reject any one or all tenders without giving any reason thereof. This may be strictly noted.

l) The selected agency will be awarded contract for a total period of 1 year extendable up to 3 years.

m) The transit risk shall be borne by the Supplier, which includes loading, transportation, unloading charges etc.
n) The corporation can terminate the contract without giving any notice to the agency/agencies/parties/suppliers in case fails to make the delivery within said time limit or if fails to abide the terms & conditions of the contract.

o) Payment will be made on production of bill alongwith delivery challan duly signed by the respective Resort

p) MTDC reserves the right to deduct 5% of the amount from the respective PO bill for unsatisfied service from the vendor i.e. Delay in supply as per the EOI OR the material supplied is found not as per the specification stipulated and/or as per samples given.

q) The rates offered in the tender shall be inclusive of all taxes, installation, transportation, packing, forwarding, freight charges, etc. which are applicable at all the locations of MTDC. No extra charges will be borne by MTDC. The Tenderer should quote his offer only through online bidding process in terms of rates. The contractor shall quote for the work as per details given in the main tender and also based on the detailed set of conditions issued/Additional stipulations made by the Department. This tender shall be unconditional and made available to him on e-Tendering portal of Maharashtra Tourism Development Corporation Ltd.

OPENING OF TENDERS

On the date, specified in the Tender Notice, following procedure will be adopted for opening of the Tender.

(A) TECHNICAL BID.

First of all Technical bid of the tender will be opened to verify its contents as per requirements. If the various documents contained in this technical bid do not meet the requirements of the Department, a note will be recorded accordingly by the tender opening authority and the said tenderer's financial bid will not be considered for further action and the same will be recorded. Tenderers should submit original documents for verification on 22.12.2016 at 2.00 p.m. without fail. Failing to submit or show original all relevant required documents shall disqualify the tenderer and his financial bid will not be opened at any cost.

The decision of the tender opening authority in this regards shall be final and binding on the all bidders.
(B) **FINANCIAL BID.**

Financial bid of all the tenderers (whose original documents have been verified and found in order) shall be opened after scrutiny is over. Financial bid will be opened only after all contents of technical bid are found to be acceptable to the Department, the tendered rates shall then be read out in the presence of bidders who remain present at the time of opening of financial bid which can be on the same day or some other communicated date.

**EARNEST MONEY:**

**EMD can be submitted through SBI/ Net Banking Transactions for which necessary provision is made in the e-tender process.**

The earnest money will be refunded in due course of time those who are not qualified or in case of tenderers whose tenders are not accepted by the MTDC. In case of successful tenderer the Earnest money will be converted into security deposit and refunded after completion of contract period.

**CORRECTION**

No corrections shall be made in the tender documents. Any corrections that are to be made shall be made by crossing the incorrect portion and writing the correct portions above with the initials of tenderer.
### SPECIFICATIONS:

#### A) AIR CONDITIONER (Only 5 Star Ratings)

Brands like Voltas, LG, Videocon, Hitachi, Blue Star, Daikin or equivalent

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<table>
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<tbody>
<tr>
<td>1</td>
<td>AIR CONDITIONER 1.5 TON</td>
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<tr>
<td></td>
<td>• Supplying installing, and erecting split type room Air-conditioning unit 1.5 TR 5 star capacity 250V, 50 cycles, A.C. supply having 1 No of air handling unit hiwall / floor mounting type complete at position as per specification no. AP-AC/SAC</td>
</tr>
<tr>
<td></td>
<td>• Supplying installing, and erecting copper pipe suitable for refrigeration system having 22 gauge thickness and inner dia / size 22 mm complete, with nitrile rubber insulation with necessary material on refringent piping,</td>
</tr>
<tr>
<td></td>
<td>• Supplying installing, and erecting UPVC reinforced flexible conduit 20 mm in dia. conforming to I.S. and approved make with required number of couplings, PVC bushes, check nuts etc. complete</td>
</tr>
</tbody>
</table>

| 2 | AIR CONDITIONER 2.0 TON |
|   | • Supplying installing, and erecting split type room Air conditioning unit 2 TR 5 star capacity 250V, 50 cycles, A.C. supply having 1 No of air handling unit hi-wall mounting type complete at position as per specification no. AP-AC/SAC |
|   | • Supplying installing, and erecting copper pipe suitable for refrigeration system having 22 gauge thickness and inner dia / size 22 mm complete, with nitrile rubber insulation with necessary material on refringent piping, |
|   | • Supplying installing, and erecting UPVC reinforced flexible conduit 20 mm in dia. conforming to I.S. and approved make with required number of couplings, PVC bushes, check nuts etc. complete |
ENVELOPE NO.1: (Technical Bid) (to be uploaded)

1.1. Form fees of Rs. 1,135/- (Non Refundable)

1.2. Earnest Money Deposit (EMD) of Rs.1,10,000/- (Rs. One Lakhs Ten Thousand only)

1.3. Audited Financial Reports (Profit & Loss Account or Income & Expenditure Statement and Balance Sheet) of last 3 financial years (As mentioned in General Condition a).

1.4. Attested copies of Income tax return for last 3 financial years must be enclosed.

1.5. At least one Work completion Certificate / work order of successful supply & installation of Air conditioner not less than Rs.15 Lakhs along with client details.

1.6. Complete product profile as per specifications with brochures or presentations.

1.7. In case of Private Ltd. company, Certificate of Incorporation.

1.8. In case of Partnership Firm copy of registered Partnership Deed along with certification of registration.

1.9. In case of Joint Venture with other company for the purpose of tender, copy of registered Joint Venture agreement along with certification of incorporation

1.10. Shop Act License.

1.11. Copy of PAN (Permanent Account Number) Card.

1.12. Registered Service Tax / VAT / TIN Number Certificate

1.13. Warrantee Certificate


1.15. Letter of undertaking (As per page no. 12)
UNDERTAKING FROM THE TENDERER (On company’s letter head)

I / We hereby confirm having read and understood all the terms and conditions of the tender number NO.MTDC/RO/63247/AC/E-Tender/2016 for SUPPLY OF AIR CONDITIONERS to MTDC’s Resorts. We hereby accept the same unequivocally, without any reservation, and we shall not alter/add/delete any of the conditions of the tender or part thereof. We accept by this undertaking that we have agreed & abide to all the conditions mentioned in the tender. By signing this undertaking we accept that we will not move to any court of law against the tender, the procedure or the decision in the matter.

Authorized Signatory of Tenderer

Name & Address : ______________________________

__________________________________________

__________________________________________

Seal : ______________________________
## Schedule to the Invitation of Tender

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Particular</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Designation and address of the authority Inviting Tender</td>
<td>Managing Director/ Jt. Managing Director</td>
</tr>
<tr>
<td>2</td>
<td>Tender No.</td>
<td>No.MTDC/R.O./63247/AC/E-Tedner/2016</td>
</tr>
<tr>
<td>3</td>
<td>Time and Date of Depositing Tender bid</td>
<td>From 03.12.2016 at 10.00 a.m. to 17.12.2016 till 4.00 p.m.</td>
</tr>
<tr>
<td>4</td>
<td>OPENING OF BID</td>
<td>22.12.2016 at 2.00 p.m.</td>
</tr>
<tr>
<td>5</td>
<td>Minimum Validity of Tender offer</td>
<td>One year from acceptance of offer</td>
</tr>
<tr>
<td>6</td>
<td>Duration of contract</td>
<td>One year extendable up to 3 years</td>
</tr>
</tbody>
</table>