

**Request of Proposal for "Supply and Commissioning of Semi Rigid Inflatable Boat and 40 HP out board motor (OBM) along with necessary accessories with one year standard warranty at INCOIS, Hyderabad"**

Dear Sirs,

On behalf of Director, INCOIS tenders are invited in "Two Bid System" (Technical Bid and Price Bid) from tenderer's with appropriate registration having adequate resources and setup and dealing with similar works i.e., "Supply and Commissioning of Semi Rigid Inflatable Boat and 40 HP out board motor (OBM)". The offers, in the prescribed format, shall be submitted online at <http://eprocure.gov.in/eprocure/app> as per the tender document. No tender will be accepted in hard copy, fax, e-mail or any other such means. The intending, bidders must be registered with Public Procurement <http://eprocure.gov.in/eprocure/app>.

1.	Name of the work	:	"Supply and Commissioning of Semi Rigid Inflatable Boat and 40 HP out board motor (OBM) along with necessary accessories and one year standard warranty at INCOIS, Hyderabad
2.	Submission of Bid	:	Please note that the subject tender has to be submitted online via our e-tender portal <a href="http://eprocure.gov.in/eprocure/app">http://eprocure.gov.in/eprocure/app</a>
3.	Type of Bid	:	Two Bid Cover I - Techno-Commercial Bid , EMD of Rs 30,000 /- Cover II - Price Bid in the prescribed format.
4.	Last date for seeking the clarifications	:	On or before 09 00Hrs of December 19, 2019
5.	Bid submission due date online	:	On or before 1500 Hrs of January 09, 2020
6.	Bid opening date	:	After 15 00 Hrs of January 10, 2020
7.	Bid validity	:	90 days from the date of opening of tender
8.	Delivery Period	:	Supply and Commissioning is to be completed within 90 days from the date of acceptance of the order.
9.	*Acceptance of the Order by the successful bidder upon AOC	:	* Within 10 days from the date of issue of the PO/Order.

Being an e-tender the bid has to be submitted online through the e-tender portal i.e., <https://eprocure.gov.in/eprocure/app>. Kindly refer **Appendix** for the detailed procedure. For any assistance, please contact help line of e-Tender portal or the following persons also may be contacted: Mr. Devendra Kumar /Mr. R V Giridhar, Phone No. 040-2388 6055/2388 6074, email: [devendra.kumar@incois.gov.in](mailto:devendra.kumar@incois.gov.in) / [rvgiridhar@incois.gov.in](mailto:rvgiridhar@incois.gov.in)

INCOIS may, at its discretion, extend the deadline for submission of bids by issuing a corrigendum, in which case all rights and obligations of the Owner and the bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.

Postal Address	Location Address
Indian National Centre for Ocean Information Services (INCOIS), Ministry of Earth Sciences, Govt. of India, "Ocean Valley", Pragathi Nagar (BO), Nizampet (SO), Hyderabad - 500 090.	Indian National Centre for Ocean Information Services (INCOIS), Ministry of Earth Sciences, Govt. of India, "Ocean Valley", Survey No.342/3, Beside ALEAP, Near Pragathi Nagar, Opp. JNTU- Kukatpally, Hyderabad-500 090 Ph.No.040-2388 6000 ; Fax No.040-23892910

**Name of the Work:- "Supply and Commissioning of Semi Rigid Inflatable Boat and 40 HP out board motor (OBM) along with necessary accessories and one year standard warranty at INCOIS, Hyderabad"**

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**1. Introduction:-**

- 1.1. Indian National Centre for Ocean Information Services (ESSO-INCOIS), Hyderabad, a unit of Ministry of Earth Sciences, Govt. of India is a premier scientific Institute of the country, functioning on 24X7 basis to provide Ocean data, information and advisory services to society, industry, Government and Scientific community through sustained ocean observation and constant improvement through systematic and focused researching information and Ocean modeling.
- 1.2. INCOIS is located at approximate 3km from Pragathi Nagar at Ocean valley, Pragathi Nagar PO, Nizampet SO, Hyderabad - 500090, near besides ALEAP in 60 acre premises. It had started functioning at its premises w.e.f 2004 after construction of various buildings along with related services were completed and occupied in year 2004.
- 1.3. Indian National Centre for Ocean Information Services (ESSO-INCOIS), Hyderabad, has a program on operation and maintenance of Deep Sea Gliders, Lagrangian Profiling Floats and Mooring buoys in Indian Ocean to collect Met-Ocean parameters. This Oceanographic platforms comprises of accessories sensors to collect the ocean surface and sub-surface of hydrographic parameters for recovery and deployment of said platforms in ocean during our science/research cruises, It is mandatory to purchase Semi Rigid Inflatable Boat with OBM as per the details provided here.

**2. Scope of Tender :-**

- 2.1. Supply and Commissioning of Semi Rigid Inflatable Boat and 40 HP out board motor (OBM) along with necessary accessories and one year standard warranty at INCOIS, Hyderabad.
- 2.2. The supplier shall supply Semi Rigid Inflatable Boat as per the following technical specification. The supplier shall cover manufacture, testing and supply of Semi Rigid Inflatable Boat with OBM and necessary accessories in accordance with the technical specifications provided with the Tender Document. The boat will be used for retrieving and servicing of scientific platforms and mooring buoys in the deep sea. The boat will be launched from the mother ship. No water sporting gears shall be attached with the boat.

**3. Material Details :**

Sl. No.	Description of item	Quantity
1.	Semi Rigid Inflatable Boat with accessories	01 No
2.	40 HP out board motor (OBM) with accessories	01 No

#### **4. Eligibility criteria:-**

Only those bidders fulfilling the following criteria should respond to the tender.

- a. The bidder must be a Company registered under Indian Company Act 1956 or a registered firm. (Proofs for Registration of company, PAN and GST certificates to be submitted).
- b. **Tenderer should be an authorized service provider / partner for Supply** and Commissioning of Semi Rigid Inflatable Boat and 40 HP out board motor (OBM) .Copy of OEM Authorization certificate should be submitted along with the offer.
- c. Tenderer should have well established service / support centre in India. The details of location of service / support centre are to be submitted (Bidder should provide profile of their company including its infrastructure, technical manpower and their expertise).
- d. Manufacturer/bidder should have minimum 5 years of experience in supplying of boats for open sea application and should have supplied to Govt. organizations/ Marine R&D institutes/ Ports etc., and documents evidence shall be provided.
- e. OEM/Bidder should have competence and adequate experience in similar nature "Supply and Commissioning of Semi Rigid Inflatable Boat and suitable out board motor (OBM)" as described earlier; which should be inclusive of supply of all spares and consumables. OEM/Bidder should submit the documentary evidence for the same.
- f. The bidder should have an average annual financial turnover of Rs. 6.00 lakhs or more during the last three years ending March 31, 2019. The bidding companies should be earning profit at least during two (02) years in the last three (03) years. Proof of turnover and Proof of annual profit certificate issued by the chartered accountant to be submitted.
- g. Tenderer (OEM/SI) should have past experience in similar nature of works in last five years ending previous day of last date of submission of the online Bid. Out of which one work of value Rs.12.00 lakhs or two works of value Rs.9.00 lakhs or three works of value Rs.6.00lakhs. Client certificates/Work Completion Certificate/ Experience certificate/ on-going along with the P.O no. as a reference to be enclosed in this regard.
- h. Earnest Money Deposit (EMD) as per section 9, Point No. 8.
- i. Tenderer must submit technical compliance statement for all the specifications along with the detailed data sheets/ catalogues. Relevant remarks can be provided in the compliance statement if required. Quotations without technical compliance and data sheets/catalogues will not be considered.
- j. Bidder should Sign on all the pages of the tender document, including addendum/ corrigendum, if any, issued by INCOIS.
- k. Start ups: In order to promote make in India and startups, the prior turnover and prior experience for all startups shall be relaxed subject to their meeting of quality, technical specifications and tender conditions as per tender. The bidder who intends to participate as "start up" company should enclose the certificate towards startup enterprise registration/recognition issued by Department of Industrial Policy and Promotion, Ministry of Commerce and the certificate should be certified by the Chartered Accountant.

#### **NOTE:**

- i. Offers of bidders who do not fulfill the eligibility criteria or who fail to submit documentary proof for all the points under eligibility criteria will not be considered for further evaluation.
- ii. No further communication in this regard will be entertained.

5. **Contents of Bid:-**

(i) **Technical Bid:** Technical bid should contain all the information as listed below without which the offer will not be considered further.

**NOTE:**

- Technical bid should contain filled-in Table-1 and Table-2 along with legible documentary proof, without which the offer will not be considered further.
- Part/conditional/incomplete quotations will not be accepted.

**Table-1: Technical Compliance Statement**

<b>PART A: Technical Specification with Compliance for Semi Rigid Inflatable Boat with accessories</b>					
<b>Sl. No.</b>	<b>Description</b>	<b>Details</b>	<b>Complied (Yes/No)</b>	<b>Supporting documents Page No.</b>	<b>Remarks</b>
1.	Length overall	4.3m +0.2/-0.1			
2.	Beam Overall	1.95 m +0.1/-0.1			
3.	Tube Diameter	0.45 m			
4.	Material	Aluminium hull with Hypalon inflatable buoyancy tube (Resist UV and abrasion)			
5.	Passengers	8 Persons			
6.	Maximum pay load	1000 kg. approx.			
7.	Hull	The hull material shall be Aluminium and to resist the capillary-crack in sea water and the floor shall be anti-skid. Provide towing eye one number at bow center and two numbers at stern.			
8.	No. of air compartments	4 to 6 Nos			
9.	Air filling and safety Relief valve with plug	4 to 6 Nos			
10.	Weight of boat with accessories in Air	Less than 250 kg			
11.	Facility to fit the OBM	25 to 40 HP			
12.	Color	Orange/Yellow with INCOIS name printed (to be given)			
13.	Lifting Hook	4 Nos on top of Aluminium hull			
14.	Carrying handles & Anodes	4 to 6 Nos of carrying handles should be provided on top of the tube also provide suitable anodes.			
15.	Fender, Grab line & reflecting stickers	Provide, fender, grab lines & reflection stickers on two sides of the tube.			
16.	Accessories	Provide repair kit, stowage bag with accessories, Paddles - 2 Nos, ropes, handles and Foot pump with suitable air filling knob, Owner's manual (English version) - 2 set			
17.	Storage stand	Bidder should provide a suitable storage stand and Over all closing cover.			
18.	Certification	Availability of approved Drawing from IRS/ any other Government of India (DG Shipping) approved agency/certified by IACS registered international certification agencies or Equivalent European certification a& CE certified.			
19.	AMC	Availability of Annual maintenance & services support including visiting or pick & drop at INCOIS-Hyd.			
<b>Part-B: Technical Specification with Compliance for 40 HP out board motor (OBM) with accessories</b>					

Sl. No.	Description	Details	Complied (Yes/No)		Remarks
1.	Application	The 40 HP Four Stroke Outboard Motor (OBM) is intended to be used on 4.3 m Semi rigid inflatable boat for recovery and deployment of Scientific platforms in Ocean/Sea water.			
2.	Power	40 HP			
3.	Engine & Fuel	OBM shall be 4 strokes, 3 cylinders in line gasoline(Petrol) engine with suitable proppeller and provide with standard fuel tank along with suitable accessories such as fuel hoses, male & female adopter.			
4.	Injection system	OBM shall have electronic/programmed fuel injection system.			
5.	Starter System & Gear	Suitable electronic/battery starter and should have forward, neutral & reverse gear shifting arrangements.			
6.	Cooling System	Engine Cooling system shall be water coolant with thermostat.			
7.	Trim & Tilt Method	OBM provided with tiller handle for steering, Manual trim & Tilt.			
8.	OBM Make	The Make & Model of OBM shall be of reputed make. OBM make should have indigenous product support throughout India.			
9.	Facility to fit in the Semi rigid inflatable boat	OBM shall be compatible (throttle response throughout its speed range, shaft length, propeller etc.) with 4.3 m Semi rigid inflatable boat of INCOIS and can be quickly attached to boat whenever required.			
10.	Spares & Tool kit	OEM recommended standard spares and tool kits to be provided with each 2 set.			
11.	Storage stand	OEM shall be provided with suitable storage stand and Overall closing cover.			
12.	Certification	The OBM should have NMMA or IRS certification as per ISO 6185-3 or Equivalent European certification & CE certified.			
13.	AMC ( <i>Placement of order for AMC will be at the discretion of INCOIS</i> )	Availability of Annual maintenance & services support including pick & drop at INCOIS-Hyd.			
<b>Part C General terms and conditions</b>					
14.	The bidder must be a Company registered under Indian Company Act 1956 or a registered firm. (Proofs for Registration of company, PAN and GST certificates to be submitted.)				
15.	<b>Tenderer should be an authorized service provider / partner for Supply</b> and Commissioning of Semi Rigid Inflatable Boat and 40 HP out board motor (OBM) . Copy of OEM Authorization certificate should be submitted along with the offer.				
16.	Tenderer should have well established service / support centre in India. The details of location of service / support centre are to be submitted (Bidder should provide profile of their company including its infrastructure, technical manpower and their expertise).				
17.	Manufacturer/bidder should have minimum 05 years of experience in supplying of boats for open sea application and should have supplied to Govt. organizations/ Marine R&D institutes/ Ports etc., and documents evidence shall be provided.				
18.	Vendor should have competence and adequate experience in similar nature "Supply and Commissioning of Semi Rigid Inflatable Boat and suitable out board motor (OBM)" as described earlier; which should be inclusive of supply of all spares and consumables. Vendor should				

	submit the documentary evidence for the same along with details of past experience.			
19.	The bidder should have an average annual financial turnover of Rs. 6.00 lakhs or more during the last three years ending March 31, 2019. The bidding companies should be earning profit at least during two (02) years in the last three (03) years. Proof of turnover and Proof of annual profit certificate issued by the chartered accountant to be submitted.			
20.	Tenderer (OEM/SI) should have past experience in similar nature of works in last five years ending previous day of last date of submission of the online Bid. Out of which one work of value Rs.12.00 lakhs or two works of value Rs.9.00 lakhs or three works of value Rs.6.00lakhs. Client certificates/Work Completion Certificate/ Experience certificate/ on-going along with the P.O no. as a reference to be enclosed in this regard.			
21.	Earnest Money Deposit (EMD) as per section 9, Point No. 8			
22.	Tenderer must submit technical compliance statement for all the specifications along with the detailed data sheets/ catalogues. Relevant remarks can be provided in the compliance statement if required. Quotations without technical compliance and data sheets/catalogues will not be considered.			
23.	Bidder should Sign on all the pages of the tender document, including addendum/ corrigendum, if any, issued by INCOIS.			
24.	Start ups: In order to promote make in India and startups, the prior turnover and prior experience for all startups shall be relaxed subject to their meeting of quality, technical specifications and tender conditions as per tender. The bidder who intends to participate as "start up" company should enclose the certificate towards startup enterprise registration/recognition issued by Department of Industrial Policy and Promotion, Ministry of Commerce and the certificate should be certified by the Chartered Accountant.			
25.	Escalation matrix with full contact details, for the resolution of reported issues during contract period.			

**Table-2: Compliance Statement – 2 (un-priced bid)**

**NOTE:**

- Technical bid should contain filled-in Table-1 and Table-2 along with legible documentary proof, without which the offer will not be considered further.
- Part/conditional/incomplete quotations will not be accepted.
- Bidder has to quote for all the components given in the Price bid. Hence, please indicate as Yes or No in the table given below.

S.No	Description	Qty	Please confirm whether prices are Quoted in commercial bid or not. (Yes / No) <u>Please do not mention/quote prices here</u>
1	<b>SEMI RIGID INFLATABLE BOAT</b> with accessories as per technical specification along with 1 year stand warranty	1 No	
2.	<b>40 HP FOUR STROKE OUTBOARD MOTOR (OBM)</b> with accessories as per technical specification along with 1 year stand warranty	1 No	
3	AMC for 2nd ,3rd and 4th year after completion of 01 year standard warranty ( <i>Placement of order for AMC will be at the discretion of INCOIS</i> )	3 Years	

**6. Quality of Service:** The Bidder should provide OEM warranty support. The Bidder shall be responsible for replacing any defective part / parts (consumable / non-consumable) without any extra cost to INCOIS during the warranty period.

**I. During 1 year standard Warranty:**

If any kind of defects/malfunctions remarked during the entire service period, replacement/rectification should be arranged free of cost. The to and fro freight charges shall be borne by the successful bidder during warranty period. If the problem is not rectified in the specified time, the penalty clause will be applicable as below:

Penalty clause:

1. Successful bidder should make sure that the reported issues are resolved with-in 4 weeks of time of reporting. If any spare components fails and not replaced with similar components of same make and duly accepted by INCOIS with-in 4 weeks of time of reporting, it will be viewed as an instance. INCOIS will take up alternative measures for resolving the issues at the risk and cost of the successful bidder.
2. During the warranty period of one year, each such instance will attract a penalty of 10% of PBG/ABG value or 10 % of remaining (PO Value) payment. More than three such occasions will lead to forfeiture of total PBG/ABG amount or 10% of remaining payment.
3. In case, if successful bidder fails to resolve the reported issues with-in 4 weeks and INCOIS gets the issues resolved through alternative means, it should not have any implications on the already agreed support for the required particulars provided.

The successful bidder has to sign the formal agreement and the bidder shall guarantee and adhere to the following standards.

**II. During the 3 years AMC Support***(Placement of order for AMC will be at the discretion of INCOIS):*

**A. No Penalty:**

Up to four weeks of time of reporting, If a stand-by of same components and whose configuration is similar / higher and duly accepted by INCOIS is arranged or faulty system is repaired and put to operations.

**B. Penalty beyond 4 weeks:**

In case of the failure on the part of contractor to attend to the calls within the stipulated time as prescribed - four weeks of time, INCOIS reserves the right to impose a minimum 5% & maximum 10% of contract amount, as penalty on the amount due and payable under AMC. Also, in case the contractor fails to perform the obligations as per clauses of the AMC, the Annual Maintenance Contract will stand terminated.

**7. Technical Evaluation Criteria:-**

- The purpose of two bid system (technical and commercial) is to evaluate all the firms on technical basis with reference to the tendered specifications, performance of similar service rendered elsewhere and obtaining users views with reference to the earlier services. This will enable the technical committee to arrive at a fair recommendation in the interest of the organization.
- In the event of seeking any clarification from various bidders by INCOIS, the bidders are required to furnish only technical clarifications that are asked for. No amendment to commercial bid will be entertained at that stage. In case, if a bidder fails to quote for a particular item, it amounts to non-compliance and such bid will not be considered for further evaluation. Further, during this process, if any bidder indicates the price during the clarification, such bids also will not be considered for further evaluation.

- Technical bids will be opened on due date.
- The bids submitted will be examined vis-a-vis the tendered specifications and evaluation is made accordingly.
- Bids complete in all respects will qualify for further evaluation.
- After completion of technical evaluation, the commercial bid of the technically qualified bidders will be opened through e-Portal.

#### **8. Financial Evaluation Criteria:-**

- Generally the contract is awarded to the technically qualified eligible bidder whose bid has been determined as the lowest evaluated commercial bid.
- Notwithstanding anything stated above, INCOIS reserves the right to assess Bidder's capability and capacity to perform the contract. Should circumstances warrant such an assessment in the overall interest of the organization, INCOIS reserves the right to reject any or all tenders/ bids at any time prior to award of contract, without assigning reasons thereof, and without thereby incurring any liability to the affected Bidder or Bidders.

#### **9. Terms and Conditions:-**

SNo.	Details
1.	<b>Quotation:</b> Quotation have to submitted online in the e-tender portal i.e., <a href="http://eprocure.gov.in/eprocure/app">http://eprocure.gov.in/eprocure/app</a> only.
2.	A two bid system will be followed in selecting the vendor
3.	<b>Validity Period:</b> Bids/Offer shall have the validity period of 90 days from the tender closing date.
4.	<b>Delivery/Completion Period:</b> Supply & Commissioning is to be completed within 90 days from the date of acceptance of the order  The warranty period shall be for a period of 1 year from the date of supply, commissioning & acceptance of the same. Any defects noticed in the items/components during the warranty period shall be rectified by the vendor immediately without any additional charge.
5.	<b>* Acceptance of the order by successful bidder upon AOC :</b> Within 10days from the date of issue of the PO/Order. If the acceptance communication is not received with in 10days. Then PO would be deemed as accepted and binding to the successful bidder.
6.	Payment Terms: 90% will be released upon delivery, commissioning and acceptance of the material by INCOIS. Balance 10% will be paid after successful completion of warranty period or against submission of advance bank guarantee from a nationalized bank for the like amount valid for a period of 1 year + 60days claim period.  <i>Net payment will be released after statutory deductions. No advance payment will be allowed and no other payment terms will be considered.</i>
7.	Tenders not in complete shape or not conforming to technical specifications or not conforming to terms and conditions are liable for rejection.
8.	Earnest Money Deposit (EMD) : An amount of Rs. 30,000/- has to be submitted by way of Demand Draft from any Nationalized Bank in favour of "Director, INCOIS payable at Hyderabad". The Scanned copy of the Demand Draft is to be uploaded to the CPP Portal while submitting the offer.  <b><i>The original DDs should reach to INCOIS on or before 14 30Hrs of January 09, 2020. Offers received without EMD will be rejected. If a bidder wishes to provide the EMD through BG , the BG (with validity of 90 days from the date of opening of tender + 60 days claim period) has to be sent /forwarded directly by the issuing bank to INCOIS and must reach INCOIS on or before 14 30Hrs of January 09, 2020.</i></b>  Contractors registered with Ministry of Micro Small and Medium Enterprises (MSME) /National Small



	<p>Scale Industries Corporation (NSIC) are exempted from payment of EMD only <b><u>if the Contractor is manufacturing/providing/supplying the tendered products/services for this particular tender.</u></b> A copy of valid registration certificate should be submitted along with the technical bid.</p> <p>This deposit will be free of interest. The EMD submitted by the unsuccessful bidder shall be returned to the respective bidder .</p>
9.	<p><b>Tender Document Cost:</b> Tender document can be downloaded from tender portal or our website on Free of Cost. However, if the bidder wishes to collect the tender document personally from our office (INCOIS, Hyderabad), needs to submit a written request letter along with a demand draft for an amount of Rs. 500/- issued by any Nationalized Bank in favour of "Director, INCOIS payable at Hyderabad".</p> <p>Vendors registered with <u>Ministry of Micro Small and Medium Enterprises (MSME) /National Small Scale Industries Corporation (NSIC)</u> are exempted from payment of Tender fee only if the vendor is manufacturing /supplying/providing the servicing for the tendered products for this particular tender. A copy of valid registration certificate should be submitted along with the technical bid.</p> <p>Tender fee/Tender document cost/DD received towards the tender is non refundable.</p>
10.	<p>If any bidder withdraws his tender after price bid is opened, with in the validity period or makes any modifications in the terms and conditions of tender, which are not acceptable to the INCOIS, then ESSO-INCOIS shall without prejudice to any other right or remedy available to it, be at liberty to forfeit the entire or part of Earnest Money Deposit.</p>
11.	<p><b>GST:</b> The bidder should specifically/particularly state GST if any applicable as extra and the rate at which the same are chargeable, failing which, the prices quoted, will be deemed to be inclusive of such levies. If a particular bidder is not registered under the GST Act, the prices quoted by him will be treated as net and inclusive of all taxes and statutory levies and that any future claims made by him for reimbursement of those levies on account of retrospective registration under the GST Act will in no circumstances be entertained by the INCOIS and that liability for payment of these levies will be wholly and exclusively that of the bidder quoting against our tender.</p>
12.	<p>INCOIS is partially exempted from GST under Notification No. 45/2017-Central Tax (Rate) dated 14.11.2017. <b>Concessional GST under this section is 5% only. INCOIS will issue the Concessional GST Certificate upon request.</b></p>
13.	<p>Please note that any falsification/suppression of information could lead to the disqualification from the tender.</p>
14.	<p>If any loss or damage is caused to our property by your workmen, the cost of the same will be recovered from the agency/contractor</p>
15.	<p>The authorized person who signs the tender should indicate his/her e- mail ID and Telephone No. for prompt communication, if required.</p>
16.	<p>Proof for fulfillment of eligibility criteria mentioned above should be submitted along with the tender. If the tender is submitted without valid documents, INCOIS shall not consider the bid offered as responsive. Tenders received without proof of eligibility criteria will be rejected.</p>
17.	<p>Liquidated Damages Clause:  In case of supply/delivery/services is delayed and delay is attributed to the Tenderer or is not as per our specifications and in the event of breach of any of the terms and conditions mentioned in the Purchase Order, INCOIS shall have the right</p> <ol style="list-style-type: none"> <li>to recover at the rate of 0.5% per week for the value equivalent to undelivered material/services against the delay in execution of the order or part thereof subject to a maximum of 10% of the services/material not executed/delivered.</li> <li>to purchase elsewhere, after due notice to the Tenderer Inc., on the account and at the risk of the defaulting supplier for the stores/services not supplied or others of a similar description without cancelling the work order in respect of the job not yet due for supply or</li> <li>to cancel the order or a portion thereof and if so desired to purchase the stores/services at the risk and cost of the defaulting supplier and also</li> <li>to extend the period of delivery with or without penalty shall not be more than agreed liquidated</li> </ol>

	damages referred to in clause (a) above, e) to forfeit the security deposit full or in part at the discretion of Director, INCOIS
18.	<b>Force Majeure Clause:</b> If the execution of the contract order is delayed beyond the period stipulated in the contract as a result on out-break of hostilities, declaration of an embargo's or blockage or fire flood, acts of nature or any other contingency beyond the supplier's control, Director, INCOIS may allow such additional time by extending the delivery period as he considers to be justified by the circumstances of the case and his decision shall be final, conclusive and binding. If and when additional time is granted by the INCOIS, the contract/supply shall be read and understood as if it had contained from its inception the delivery date as extended.
19.	Bidder shall carryout the work directly themselves till the completion of work and not through power of attorney.
20.	The bidder shall sign and upload the Bids with the exact name and address of the firm, for which is submitted. The Only signed and stamped bids shall be uploaded by authorized officer of the firm.
21.	Director, INCOIS reserves the right to cancel the tender at any stage due to any technical /administrative reasons. The bidder shall not have any claim under what so ever reasons.
22.	The acceptance of tender will solely rest with Director, INCOIS who does not bind himself to accept the lowest or any other tender. No reasons will be furnished for acceptance or rejection of any tender.
23.	Canvassing in connection with tender is strictly prohibited and any canvassing will render the bid of bidder ineligible.
24.	INCOIS reserves the right to alter the scope/or reduce/enhance quantum of work, before issue of work order/during the currency of work order the and bidder shall not have any claim whatsoever on this account. INCOIS also reserves the right to spilt the tender and award to separate bidder(s) if necessary and bidder shall not have any claim whatsoever on this account.
25.	<b>Termination Clause:</b> Director, INCOIS reserves the right to terminate the contract either whole or part of contract with one month notice.
26.	In case of any un resolved dispute or differences arising at any time between this Institute and the firm holding the contract, these shall be resolved in terms of the Arbitration and Conciliation Act 1996 and held at Hyderabad, Telangana only. Further, this contract is subject to laws of India alone.

**8. Technical Clarifications:-** INCOIS has made every effort to bring out the requirements to facilitate the Firms to make their proposals. However, keeping in view that Firms may require clarifications on certain points in this Document before submitting their Proposal, such queries or clarifications on tender document, if any, may be submitted by the firms (via e-mail) on or before 09 00 Hrs of December 19, 2019. Note: Firms may submit a consolidated query only once. e-mail: patabhi@incois.gov.in & sureshkumar@incois.gov.in; E-mail subject should be mentioned as "*Queries on tender for "Supply and Commissioning of Semi Rigid Inflatable Boat and 40 HP out board motor (OBM) along with necessary accessories "*". All the clarifications will be consolidated and clarified to the bidders and corrigendum/addendum will be uploaded in the CPP tender portal and added in the tender column at INCOIS Web site (if required only).

**9. Contact/Delivery Address:-**

1) Head-TWG  
Indian National Centre for Ocean Information Services (INCOIS)  
Ministry of Earth Sciences, Govt. of India  
"Ocean Valley", Pragathi Nagar (BO), Nizampet (SO)  
Hyderabad - 500 090, T.S., India  
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*We have read and understood the above terms and conditions in detail and the same are accepted by us.*

Signature of the Bidder/ Authorized Signatory & date

Name

OFFICE SEAL,

Address

*Note: The bidder has to sign & stamp on all pages of tender document and upload the same.*

**Instructions for Online Bid Submission:**

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates.

The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at:

<https://eprocure.gov.in/eprocure/app>.

**REGISTRATION**

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Click **here to Enroll**” on the CPP Portal is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

**SEARCHING FOR TENDER DOCUMENTS**

1. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
3. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

**PREPARATION OF BIDS**

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid,

a provision of uploading such standard documents(e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders.

4. Bidders can use “My Space” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

## **SUBMISSION OF BIDS**

1. Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
4. Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the Tender Processing Section, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
5. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
6. The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
7. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured. Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
8. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
9. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
10. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

## **ASSISTANCE TO BIDDERS**

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800-3070-2232.