Biju Patnaik National Steel Institute, Near Sukinda Bhawan, Sukinda, Jajpur, Odisha

REQUEST FOR PROPOSAL (RFP)

For

Supply, Installation, Testing and Commissioning of Mechanical (Fitter Job role) & Electrical equipment (Electrician job role)

Biju Patanaik National Steel Institute (BPNSI) invites sealed proposals from the eligible bidders for **Supply, Installation, Testing and Commissioning of Mechanical (Fitter Job role) & Electrical equipment (Electrician job role).** Bidders fulfilling the prescribed eligibility criteria of the RFP can access and download the complete RFP Document and other details from www.bpnsi.org.

Estimated Cost – Rs. 14,81,071.00(Rupees Fourteen Lakhs Eighty-One Thousand & Seventy-One Only)

The major events under the bid process are:

Sr. No.	List of Key Events	Critical Dates
1	Date of Issue of RFP	26.11.2026
2	Due Date for Submission of Proposal	04.12.2026 (by 3:00 PM)
3	Date of Opening of Technical proposal	04.12.2026 (by 3.30 PM)
4	Date of Opening Financial Proposal	To be intimated later by e-mail to the technically qualified bidders.
5	Method of Selection	Least Cost Selection (LCS)

The proposals complete in all respect must be submitted latest by 04.12.2026 (by 3:00 PM) clearly mentioning 'Request for Proposal for Supply, Installation, Testing and Commissioning of Mechanical Equipment (Fitter Job role) & Electrical equipment (Electrician job role) equipment. The proposals received beyond the last date and time will be rejected without assigning any reason. Prospective bidders are advised to regularly visit BPNSI website (www.bpnsi.org) for any Updates/Corrigendum/Amendment. Any subsequent updates will be announced on the BPNSI portal. The authority reserves all the rights to reject any/ all proposals at any stage without assigning any reason thereof.

Sd/- (_)

Director, BPNSI

FACT SHEET

Sl. No.	Particular	Details
1.	**Name of the Client**	Director, Biju Patnaik National Steel Institute under the administrative control of Ministry of Steel,, Government of India
2.	**Method of Selection**	Least Cost Selection (LCS)
3.	**Mode of Submission**	Dropping in Tender BOX placed in Institute Campus
4.	**Date of Issue of RFP**	26.11.2026
5.	**Due date for submission of proposals**	04.12.2026 (by 3:00 PM)
6.	**Date of opening of Technical Proposal**	04.12.2026 (by 3.30 PM)
7.	**Date of Opening of Financial Proposal**	To be intimated later to the technically qualified bidders through e-mail
12.	**Earnest Money Deposit (EMD) (Refundable)**	Rs. 29,621/- (Rupees Twenty-Nine Thousand Six Hundred & Twenty-One only) through Demand Draft/electronic transfer to **"BIJU PATANAIK NATIONAL STEEL INSTITUTE"**, SB Account No: 0241010086312, IFS Code: PUNBO150320, BRANCH NAME: PUNJAB NATIONAL BANK, ODISHA LEGISLATIVE ASSEMBLY (Khordha)
13.	**Performance Security**	The selected Bidder shall furnish 5% of the Contract value in shape of Bank Guarantee/e-Bank Guarantee in favour **"BIJU PATANAIK NATIONAL STEEL INSTITUTE"**, from any scheduled commercial bank.
14.	**Address of the Client:**	Director, Biju Patnaik National Steel Institute, Near Sukinda Bhawan, Sukinda, Jajpur, Odisha, Pin Code-755018' **E-mail**: bpnsi@bpnsi.org **Contact person**: Shri S.P.Satapathy, Sr.Asst.Professor, , Mob. 9437488222

NOTE:

- Amendments/Corrigendum(a) to the RFP document, if any, would be published on the website of Biju Patnaik National Steel Institute only. Please visit the website: www.bpnsi.org regularly for the same.
- A bidder may submit their both technical and commercial proposals after fulfilling the minimum eligibility criteria mentioned in Section 4.
- Proposals must be submitted before the date, time and venue mentioned in the Factsheet. Proposals that are received after the deadline will not be considered.
- The Director, BPNSI reserves all the rights to cancel the Selection Process and reject any or all the proposals at any point of time.

- No contractual obligation whatsoever shall arise from the RFP document unless and until a formal contract is signed and executed between the Director, BPNSI and the Selected Bidder.
- The Director, BPNSI disclaims any factual or other errors in the RFP document (the onus is purely on each Bidder to verify such information) and the information provided therein are intended only to help the Bidder(s) to prepare a proposal in accordance with the terms and conditions as set out in this RFP document.

1. SECTION I: Letter of Invitation

RFP No: BPNSI/2026-27/2026112601 **Date: 26/11/2026**

Name of the Assignment: "RFP for Supply, Installation, Testing and commissioning of Mechanical (Fitter Job role) & Electrical equipment (Electrician job role).".

1. Biju Patnaik National Steel Institute (BPNSI) under the administrative control of Ministry of Steel, Government of India (The Client) invites online Bids (both Technical & Financial) from the Original Equipment Manufacturer (OEM) or authorized Technology Partner/Channel Partner for **"Supply, Installation, Testing and commissioning of Mechanical (Fitter Job role) & Electrical equipment (Electrician job role).".".** More details on the proposed assignment are provided at **Section-3: Terms of Reference (ToR)** of this bid document**.**
2. Bidder will be selected under **Least Cost Selection (LCS) method** as prescribed in the RFP Document.
3. The proposal, complete in all respect as specified in the RFP document must be accompanied with a **refundable amount of Rs.29,621/- (Rupees Twenty-Nine Thousand Six Hundred & Twenty-One only)** towards **EMD**, failing which the bid will be rejected.
4. The last date and time for submission of Bid complete in all respects is mentioned as per the data sheet in **www.bpnsi.org** and the date of opening of the technical proposal, Technical bid & Financial bid in the presence of the bidder's representative at the specified address as mentioned in the Bidder Data Sheet. **Representative of the bidder may attend the meeting with due authorization letter on behalf of the bidder.**
5. This RFP includes following sections:
   a. Letter of Invitation **[Section – I]**
   b. Information to the Bidder **[Section – II]**
   c. Terms of Reference [**Section – III]**
   d. Technical Bid Submission Forms **[Section – IV]**
   e. Financial Bid Submission Forms **[Section –V]**
   f. Annexure **[Section – VI]**
6. While all information/data given in the RFP are accurate within the consideration of scope of the proposed assignment to the best of the Client's knowledge, the Client holds no responsibility for accuracy of information and it is the responsibility of the bidder to check the validity of information/specifications/narrations included in this document. No claim whatsoever shall be admissible for the alleged loss/damage suffered by the bidders on account of such rejection. In case of any dispute/ ambiguity arising in the process relating to documents, the decision of the Tender calling authority shall be final, binding and cannot be challenged.
7. **The Client reserves the right to accept / modify/ reject any/all Bids / cancel the complete tender or part of it at any stage without assigning any reason thereof.**

Sd/- (_)

Director, BPNSI

2. SECTION II: Information to the Bidders

2.1 Documents to be submitted along with TECHNICAL BID (PART-A):

The bidder must furnish the following documents duly signed in along with their Technical Proposal:

- Filled in Bid Submission Check List in Original (Annexure-I)
- Covering letter (TECH – 1) on bidder's letterhead requesting to participate in the selection process
- EMD as applicable
- Copy of Certificate of Incorporation/ Registration
- Copy of PAN
- Copy of Goods and Services Tax Identification Number (GSTIN)
- Copies of IT Return for the last three financial years i.e., FY:2022-23, 2023-24 & 2024-25 and the copy of latest GST Return (in GSTR-3B)
- General Details of the Bidder (TECH – 2)
- Financial Details of the bidder (TECH – 3) along with all the supportive documents such as Balance Sheet and Income/ Expenditure Statement duly signed as per the instruction.
- Power of Attorney (TECH – 4) in favour of the person signing the bid on behalf of the bidder or Board of Directors.
- List of clients for supply of equipment/machines of same category (Past Experience Details, (TECH – 5) along with copies of contracts / work orders / completion certificate from previous Clients (as provided in the RFP).
- Notarized Undertaking from the Bidder on not blacklisted (TECH-6)
- Technical Compliance Sheet (Requirements and specifications as per the ToR) (Tech-7)
- Manufacturing License or the Manufacturer's Authorization Form (TECH-8)
- Net Worth Certificate duly sealed & signed by a Chartered Accountant
- Copy of valid ISO/ISI certificates along with Machinery Test Certificate as applicable.
- **Submission of product wise brochure & catalogues and relevant information on products supplies**
- Certification in its Cover Letter by the Bidder regarding non-failure to perform on any contract

Note:

Bidders should submit the required supporting documents as mentioned above. Bids not conforming to the eligibility criteria and non-submission of required documents as listed above will lead to rejection of the bid. Submission of forged documents will also result in rejection of the bid. Bidders are advised to study all instructions, forms, terms & conditions, and other important information as mentioned in the RFP document. The proposal must be completed in all respects, indexed. Each page should be numbered and signed by the authorized

representative. Client at its own discretion reserves the right to ask for clarifications/supporting documents at any time during evaluation.

1. **Earnest Money Deposit (EMD):**

   The bidder must furnish, as part of the technical Bid, an Earnest Money Deposit (EMD) amounting to Rs.29,621/- (Rupees Twenty Nine Thousand Six Hundred & Twenty One only) through online mode. Bids received without EMD will be rejected. Proof of submission must be attached with the technical bid. The EMD amount is interest free and would be refunded through online mode after finalization of the selection process and award of contract. The EMD, for the amount mentioned above, of the successful Bidder would be returned only after furnishing the required Performance Security and signing of the contract. **The EMD will be forfeited on account of the following reasons:**

   - A Bidder engages in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice as envisaged under this RFP (including the standard form of Work Order); or,
   - If any Bidder withdraws its Proposal during the Bid Validity Period as specified in this RFP and as extended by the Bidder from time to time; or,
   - In the case of the Selected Bidder, if the Selected Bidder fails to accept the Work Order or execute the Contract or fails to furnish the Performance Security within the specified time limit; or,
   - If the Bidder commits any breach of terms of this RFP or is found to have made a false, representation to the client.

2. **Performance Security:**
   - The successful bidder, within 7 working days after the receipt of Letter of Intent (LoA) from BPNSI, shall furnish Contract Performance Guarantee to the BPNSI, Sukinda.which shall be equivalent to 5% of Total Bid Value (excluding taxes) and shall be in the form of a Bank Guarantee /e-Bank Guarantee from any of the commercial banks in India in the Performa given here-in-after in this document valid for Defect Liability Period (DLP) of 0ne year. The Performance Bank Guarantee shall be valid for sixty more days after successful completion of Defect Liability Period (DLP).
   - The proceeds of the Performance Bank Guarantee shall be payable to the BPNSI, Odisha as compensation for any loss/ penalties resulting from the Selected Bidders failure to complete its obligations under the Contract.
   - The performance guarantee will be released by BPNSI, Odisha and returned to the Selected Bidder after 60 days of completion of warranty period / Defect Liability Period, subject to fulfillment of all obligations of Contract up to the Satisfaction of Client.
   - **The quality of materials shall be duly checked by the Academic Department of BPNSI through their mechanism, in case any deviation from desired quality is found, the Institute reserves the right to reject the materials. Even the BPNSI reserves the right to cancel the work order issued. The decision of Director, BPNSI is final and binding in this regard.**

- **Proposal Validity:**

  Proposal shall remain valid for a period of **60 (Sixty) days** from the date of opening of the technical proposal. The Client reserves the right to reject a proposal valid for a shorter period as non-responsive and will make the best efforts to finalize the selection process and award of the contract within the bid validity period. The bid validity period may be extended on mutual consent. If agreed upon, the bid security so deposited shall also be suitably extended.

i. Submission of Proposals:

The bid should be submitted through post or by dropping in the Tender Box placed in the Institutes on or before prescribed time.

The tender is to be submitted in two separate Envelopes such as **Envelope No.1 (Technical Bid)** and **Envelope No. 2 (Financial Bid)** and contents as indicated below. These two envelopes should be then put in an envelope and sealed properly and super scribed "Tender for Supply, Installation, Testing and commissioning of Mechanical (Fitter Job role) & Electrical equipment (Electrician job role)".

Envelope No.1 (Technical Bid)

The bidder must furnish the following documents duly signed in all pages along with their Technical Proposal:

- Filled in Bid Submission Check List in Original (Annexure-I)
- Covering letter (TECH – 1) on bidder's letterhead requesting to participate in the selection process
- EMD in the form of Demand Draft as prescribed, in a separate sealed envelope, enclosed in the Technical Bid.
- Copy of the certificate of Incorporation /Registration.
- Copy of PAN
- Copy of Goods and Services Tax Identification Number (GSTIN)
- Copies of IT Return for the last three financial years i.e., FY:2022-23, 2023-24 & 2024-25 and the copy of latest GST Return (in GSTR-3B)
- General Details of the Bidder (TECH – 2)
- Financial Details of the bidder (TECH – 3) along with all the supportive documents such as Balance Sheet and Income/ Expenditure Statement duly signed as per the instruction.
- Power of Attorney (TECH – 4) in favour of the person signing the bid on behalf of the bidder or Board of Directors
- List of clients for supply of equipment/machines of same category (Past Experience Details, (TECH – 5) along with copies of contracts / work orders / completion certificate from previous Clients (as provided in the RFP).
- Notarized Undertaking from the Bidder on not blacklisted (TECH - 6)
- Technical Compliance Sheet (Requirements and specifications as per the ToR) (Tech-7)
- Manufacturing License or the Manufacturer's Authorization Form (TECH-8)
- Net worth Certificate duly sealed & signed by a Chartered Accountant.
- Copy of valid ISO/ISI certificates along with Machinery Test Certificate as applicable.
- Submission of product wise brochure & catalogues and relevant information on products supplies
- Certification in its Cover Letter by the Bidder regarding non-failure to perform on any contract.

Envelope No.2 (Financial Bid)/BOQ

To be properly filled up and signed with seal. To be properly sealed and enclosed in separate envelope.

3. Evaluation of Proposals

A Two stage evaluation process will be conducted as explained below for evaluation of the proposals:

A. Technical Evaluation (1st Stage):

Technical proposal will be opened and evaluated as per the following parameters which will be adopted for proposal evaluation.

Sl. No.	Criteria	Maximum Mark	Documents Required
1	**Financial Capacity & Experience**	**40 Marks**	
1.1	**Turnover:** The Bidder should have an Average annual turnover of **Rs Twenty lakhs** in the last three financial years **(i.e., FY: 2022-23, 2023-24 & 2024-25).** *Scoring Criteria:* • Greater than or equal to. **Rs Ten lakhs** and less than **Rs Twenty lakhs** : **05 Marks** • Greater than or equal to **Rs Twenty lakhs**: **10 Marks**	**10**	Financial details of the Bidders in TECH-3 duly signed by the CA
1.2	**Past Experience:** The bidder, during **last 03 (Three)** financial years must have experience of supply of equipment/machines from same category at any Government or Private organization/ Government or Private educational institute/ Government or Private training institute/ any Industry with order value as follows. *Scoring Criteria:* • For every work order value of **Rs Twenty** lakhs or more: **10 Marks.** • For every work order value more than or equal to **Rs Ten lakhs** and less than **Rs Twenty lakhs**: **05 Marks.** • For every work order value more than or equal to **Rs Five lakhs** and less than **Rs Ten lakhs**: **02 Marks.** (Maximum up to 20 marks)	**20**	Copies of Relevant Work Orders/ Sanction Orders/ Contract, MOUs containing value of the work/ Work Completion Certificate/ Successful Project Completion and Performance Certificate/ Commissioning Certificates or equivalent documentary evidence from the client should be provided as proof (TECH-5)

1.3	**Performance Feedback:** Performance Feedback/Certificate from the existing client where similar category of equipment supplied and installed for a work order of value not less than Twenty lakhs For every positive performance certificate/feedback, 05 marks will be given. (Maximum up to 10 marks)	**10**	Performance Certificate/ Performance Feedback or equivalent documentary evidence from the existing client should be provided as proof with contact details (TECH-5).
2	**Quality, Training & Placement**	**60 Marks**	
2.1	**Quality of proposed equipment/ machines:** Quality of the proposed Equipment/ Machines with respect to the technical specifications offered by the bidder, subjected to adherence of technical specifications asked for	**60**	Technical Compliance Sheet **(Tech-8)** with Submission of product wise brochure & catalogues and relevant pages from the website with available technical data in compliance with the technical specifications mentioned in the tender document.
	Grand Total (1 + 2)	**100**	

- **The minimum qualifying mark is: 70**
- **Bidder has to score at least 50% in each category i.e. (1.1 to 1.3 & 2.1).**
- **Bidder must score at least 70% to qualify for opening of Financial Bid.**
- **The scores provided by the Technical Committee will be considered as final.**
- **The Technical Committee may ask the bidders with prior intimation of at least 3 days for a brief Technical PPT presentation on Bidder's proposals includes description of products make, model & proposed specifications of items in their Technical Proposal, past experience, objective, proposed plan, approach and methodology etc.**

Selection of Bidder

All responsive Bids will be considered for further processing as below:

a. Technical Evaluation Committee will prepare a list of responsive Bidders, who comply with all the Terms and Conditions of the Tender. All eligible bids will be considered for further evaluation by the Committee according to the evaluation process defined in this RFP document. The decision of the committee will be final and binding on all bidders and cannot be questioned at any stage of evaluation.

b. BPNSI reserves the right to ask for a technical elaboration/clarification in the form of a technical presentation from the Bidder on the already submitted Technical Proposal at any point of time before opening the Financial Proposal by providing at least 3 days of advance notice.

c. BPNSI, Sukinda also reserves the right to seek confirmation/clarification from the issuing agency for the supporting documents submitted by the bidder. To assist in the examination, evaluation and comparison of the bids, and qualification of bidders, the committee may, at its discretion, ask any bidder for a clarification of its bid. The committee's request for

clarification and the response shall be in writing through approved mode only and no other mode shall be entertained. Any clarification submitted by a bidder that is not in response to a request shall not be considered.

d. If any bidder fails to provide the requested presentation/clarification/information within the stipulated date and time given by the BPNSI, Sukinda, the bid shall be technically disqualified. The request for clarification and the response shall be in writing, without any alterations regarding the price or substance of the bid submitted.

e. Further the scope of evaluation committee also covers taking any decision regarding the Tender document, execution/ implementation of the project including management period.

f. A detailed evaluation of the bids shall be carried out by the Technical Evaluation Committee in order to determine whether the Bidders are competent enough and whether the technical aspects are substantially responsive to the requirements set forth in the RFP document. The bidders must submit the Make, Model, Features, and Technical Specifications along with the images of equipment for which they are submitting the bid. Bidders may propose better technical specifications which may fit for the labs.

g. Bidders failing to comply with any of the above then the Bid will be summarily rejected. Bidders who score at least 70% marks in Technical Evaluation criteria set forth in this RFP document will be eligible for opening of their Financial Bid. If a bid does not meet minimum score, it will be deemed technically non-compliant and will not proceed to the financial evaluation.

B. Evaluation of Financial Proposal (2nd Stage)

The financial proposals shall be opened on the prescribed date in the presence of the bidder/bidder's representative who wishes to attend the meeting with proper letter of authorization. The name of the bidder along with the quoted financial price will be announced during the meeting.

1. The financial bids of bidders whose bids have been technically qualified (i.e., obtained minimum **70 marks** in Technical Evaluation) shall be opened by the Committee on the date and time specified in the RFP
2. Least Cost Selection (LCS) method will be followed during the Financial Evaluation and overall selection process.
3. The bidder with Lowest Quoted Base Price (without tax) (L1) will be considered as Final Selected Bidder.
4. In case two or more bidders quoted the same prices, the Committee shall decide on the L1 bidder based on the following tie-breaking criteria:
   i. The bidder's turnover for the financial year 2025-26 will be considered first.
   ii. If the tie persists, the turnover for the financial year 2024-25 will be considered.
   [If further tie-breaking is required, the turnover for the financial year 2023-24 will be considered.
   iii. If the tie remains unresolved after considering the above financial years, the L1 bidder will be determined by a draw, which will take place in the presence of the concerned bidders. The Committee's decision on this matter should be final and binding.
5. If a tenderer submits a bid with what appears to be predatory pricing or an abnormally low bid, the Tender Evaluation Committee may request a written clarification from the bidder. The bidder will be asked to provide a detailed price analysis, price break up, or

justification of the quoted price, considering the scope, schedule, risk allocation, and any other requirements outlined in the tender documents. If, after reviewing the price analysis or justification, the bidder fails to provide adequate supporting documentation, evidence, or calculations to substantiate the quoted price, the Committee may, at its sole discretion, reject the bid.

4. Award of Contract:

a. Upon completion of the evaluation process, the contract will be awarded to the bidder who quoted the lowest base price (L1) and complies with all applicable laws, regulations, and provisions stated in the tender.

b. BPNSI shall inform those Bidders whose Proposals did not meet the requirement or were considered non-responsive, informing them that their Financial Proposals will not be opened after completing the selection process. BPNSI shall simultaneously notify those Bidders who technically qualify on the Technical Evaluation process, informing them of the date and time set for opening of the Financial Proposals.

c. The Bidder's name, the Proposal Price, the total amount of each Proposal and other such details, will be announced and recorded by the BPNSI at the opening of Proposal.

d. After acceptance of LoA (Letter of Award) of Contract, Performance Security has to be deposited as specified in this document for signing an Agreement with BPNSI.

e. The selected Agency shall sign the Agreement within 21 (twenty-one) days from the issuance of LoA (Letter of Award) of Contract:
   i. BPNSI will sign the Agreement with the successful Bidder for a period as mentioned in 'Duration of Contract' in the document.
   i. BPNSI may extend the Agreement for a time period beyond what has been specified in 'Duration of Contract' in the document.
   i. BPNSI will also have the right to provide extension/ increase in the scope of work as per the mutually agreed terms and conditions between both the parties.

1. **In case of unsatisfactory or rejection of equipment due to old/rusted supply or performance of L1 bidder, the work order issued to L1 bidder shall be cancelled and L2 bidder will be invited for negotiation to supply and fulfill the contract at L1 prices**.

Payment Modalities:

Payment will be made to the selected company as per the schedule mentioned on achieving milestones/agreed work plan as per the ToR (Section-III).

5. Duration of Contract and other timelines:

The contract shall be valid initially for a period of 12 months from the date of issuance of LOA and other timelines are detailed below.

i. **Supply of equipment/machines:** 15working days from the date of signing the Contract.
i. **Installation & commissioning:** 7 working days from the date of receiving site readiness confirmation from the concerned professor of the Institute.

6. Conflict of Interest:

A Bidder shall not have a conflict of interest (the "Conflict of Interest") that affects the Bidding Process. Any Bidder found to have a Conflict of Interest shall be disqualified. In the event of disqualification, the Authority shall be entitled to forfeit and appropriate the Bid Security, as mutually agreed genuine pre-estimated loss and damage likely to be

suffered and incurred by the Authority and not by way of penalty for, inter alia, the time, cost and effort of the Authority, including consideration of such Bidder's proposal (the "Damages"), without prejudice to any other right or remedy that may be available to the Authority under the Bidding Documents and/ or the Agreement or otherwise. Without limiting the generality of the above, a Bidder shall be deemed to have a Conflict of Interest affecting the Bidding Process, if:

- The Bidder or its Associate and any other Bidder or its Associate thereof have common controlling shareholders or other ownership interests.
- A constituent of such Bidder is also a constituent of another Bidder; or
- Such Bidder or any Associate thereof receives or has received any direct or indirect subsidy, grant, concessional loan or subordinated debt from any other Bidder or any Associate thereof or has provided any such subsidy, grant, concessional loan or subordinated debt to any other Bidder or any Associate thereof; or
- Such Bidder has the same legal representative for purposes of this Bid as any other Bidder; Or Such Bidder, or any Associate thereof has a relationship with another Bidder, or any Associate thereof, directly or through common third party/ parties, that puts either or both of them in a position to have access to each other's information about, or to influence the Bid of either or each other; or
- Such Bidder, or any Associate thereof has participated as a consultant to the Authority in the preparation of any documents, design or technical specifications of the Project.

7. Disclosure:

a. Bidders have an obligation to disclose any actual or potential conflict of interest. Failure to do so may lead to disqualification of the bidder or termination of its contract.

b. Bidders must disclose if they are or have been the subject of any proceedings (such as blacklisting) or other arrangements relating to bankruptcy, insolvency or the financial standing of the Bidder, including but not limited to appointment of any officer such as a receiver in relation to the Bidder's personal or business matters or an arrangement with creditors, or of any other similar proceedings.

c. Bidders must disclose if they have been convicted of, or are the subject of any proceedings relating to:
   - Criminal offence or other serious offence punishable under the law of the land, or where they have been found by any regulator or professional body to have committed professional misconduct;
   - Corruption including the offer or receipt of an inducement of any kind in relation to obtaining any contract;
   - Failure to fulfill any obligations in any jurisdiction relating to the payment of taxes or social security contributions.

8. Anti-corruption Measure:

- Any effort by Bidder(s) to influence the Client in the evaluation and ranking of financial Bids, and recommendation for award of contract, will result in the rejection of the Bid.
- A recommendation for award of Contract shall be rejected if it is determined that the recommended bidder has directly, or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question. In such cases, the Client shall blacklist the bidder either indefinitely or for a stated period of time, disqualifying it from participating in any related bidding process for the said period.

9. **Force Majeure**

"Force Majeure" means an event which is beyond the reasonable control of a Party, and which makes a Party's performance of its obligations here under impossible or so impractical as reasonably to be considered impossible in the circumstances, and includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood or other adverse weather conditions, strikes, lockouts or other industrial action (except where such strikes, lockouts or other industrial action are within the power of the Party invoking Force Majeure to prevent), confiscation or any other action by government agencies.

Force Majeure shall not include: (i) any event which is caused by the negligence or intentional action of a Party or agent's employees thereof, nor (ii) any event which a diligent Party could reasonably have been expected to take into account or avoid or overcome in the carrying out of its obligations during the subsistence of this Agreement. Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder.

10. **Language of Proposals:**

The proposal and all related correspondence exchanged between the bidder and the Client shall be written in the English language. Supporting documents and printed literature that are part of the proposal may be in another language provided they are accompanied by an accurate translation of the relevant passages in English with self-certification for accuracy, in which case, for the purposes of interpretation of the Proposal, the translated version shall govern.

11. **Cost of bidding:**

The Bidder shall bear all costs associated with the preparation and submission of its proposal. The Client shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process. Bidder/s is/are not allowed to submit more than one proposal under the selection process. Alternate bids are also not allowed.

12. **Legal Jurisdiction:**

All legal disputes are subject to the jurisdiction of competent court of Jajpur /Bhubaneswar only.

13. **Governing Law and Penalty Clause:**

The schedule given for delivery is to be strictly adhered to in view of the strict time schedule. Any unjustified and unacceptable delay in delivery shall render the bidder liable for liquidated damages and thereafter the Client holds the option for cancellation of the contract for pending activities and complete the same from any other Bidder. The Client may deduct such sum from any money from their hands due or become due to bidder. The payment or deduction of such sums shall not relieve the bidder from his obligations and liabilities under the contract. The rights and obligations of the Client and the bidder under this contract will be governed by the prevailing laws of Govt of India/ Odisha.

i. Notwithstanding the right of BPNSI, Sukinda to cancel the order, Delay Charges for late delivery at 0.5% (Half percent) of the undelivered portion of order value per week will be charged for every week's delay in the specified delivery schedule subject to a maximum of 5% of the value of the contract. Delay Charges should be recouped from pending payment or Performance Security as per the payment schedule. No Delay Charges will be charged in case of circumstances beyond control of the selected Bidder. The final decision of the delay shall be decided by the Director, BPNSI whose

decision is final and binding in the contract. It may be noted that the above Delay Charges for delay in delivery and delay in commissioning are independent of each other and shall be levied as the case maybe.

ii. BPNSI reserves its right to recover these amounts from Performance Guarantee and the payments due to the bidder as per the payment schedule. Delay Charges will be calculated on per week basis.

iii. The cumulative and aggregate limit of Delay Charges for delay in delivery and Delay Charges for delay in commissioning would be limited to maximum of 5% of the total Bid Value. The aggregate liability of the selected Bidder shall in no event exceed the total Bid Value under this Contract.

14. Client's right to accept any Bid, and to reject any or all Bid/s

The Client reserves the right to accept or reject any Bid, and to annul or amend the bidding / selection / evaluation process and reject all Bids at any time prior to award of contract award, without assigning any reason there of and thereby incurring any liability to the bidders. Misrepresentation/improper response/ by the bidder may lead to the disqualification of the bid. If such disqualification/rejection occurs after the Bids have been opened and the highest-ranking bidder gets disqualified/rejected, then the client reserves the right to consider the next best bidder, or take any other measure as may be deemed fit in the sole discretion of the Client, including annulment of the selection Process.

15. Number of Bids:

Each Bidder shall submit only one (1) Bid, in response to this RFP. Any Bidder who submits or participates in more than one Bid shall be disqualified. The Bidder shall be responsible for all costs associated with the preparation of its Bid and its participation in the bidding process.

16. Amendment of the RFP Document:

At any time before submission of proposals, the Client may amend the RFP by issuing corrigendum through Department website. Any such corrigendum will be binding on all the bidders. To give bidders reasonable time in which to take a corrigendum into account in preparing their proposals, the Client may, at its discretion, extend the deadline for the submission of the proposals.

17. Confidentiality:

Information relating to evaluation of proposals and recommendations concerning awards shall not be disclosed to the bidders who submitted the proposals or to other persons not officially concerned with the process, until the publication of the award of contract. The undue use by any Consultant of confidential information related to the process may result in rejection of its proposal and may be subject to the provisions of the Client's antifraud and corruption policy. During the execution of the assignment except with prior written consent of the Client, the consultant or its personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the contract.

18. Settlement of Dispute:

The Client and the Bidder shall make every effort to resolve amicably, by direct negotiation, any disagreement or dispute arising between them under or arising from or in connection

with the contract. All claims and disputes arising under or relating to this Agreement are to be settled by binding arbitration in the state of Odisha. An award of arbitration may be confirmed in a court of competent jurisdiction. Arbitration shall be as per Indian Arbitration Act, 1996.

Disputes not so resolved amicably within 30 days of receipt of notice of such as a dispute shall be resolved by the Director, BPNSI which is binding and final.

19. Disqualification of Proposal:

The proposal is liable to be disqualified in the following cases as listed below:

- Proposal not accompanied EMD as applicable
- Proposal not submitted in accordance with the procedure and formats as prescribed in the RFP
- During validity of the proposal, or its extended period, if any, the bidder increases his quoted prices
- Proposal is received in incomplete form
- Proposal is received after due date and time for submission of bid
- Proposal is not accompanied by all the requisite documents / information
- Financial bid submitted with assumptions or conditions
- Bids with any conditional technical and financial offer
- If the bidder provides any assumptions in the financial proposal or qualifies the commercial proposal with its own conditions, such proposals will be rejected even if the commercial value of such proposals is the lowest / best value
- Proposal is not properly sealed or signed
- Proposal is not conforming to the requirement of the scope of the work of the assignment.
- Bidder tries to influence the proposal evaluation process by unlawful/corrupt/fraudulent means at any point of time during the bid process
- Bidders or any person acting on its behalf indulges in corrupt and fraudulent practices
- Any other condition / situation which holds the paramount interest of the Client during the overall section process.

20. Fraud and Corrupt Practices

The Bidders and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Bidding Process. Notwithstanding anything to the contrary contained herein, Director, BPNSI may reject a Bid without being liable in any manner whatsoever to the Bidder, if it determines that the Bidder, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the Bidding Process. In such an event, Director, BPNSI shall be entitled to forfeit and appropriate the Bid Security or Performance Security, as the case may be, as Damages, without prejudice to any other right or remedy that may be available to Director, BPNSI under the Bidding Documents and/ or the Agreement, or otherwise.

Without prejudice to the rights of the Director, BPNSI herein above and the rights and remedies which Director, BPNSI may have under the RFP, or otherwise if a Bidder is found to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Bidding Process such Bidder, at the sole and absolute discretion of Director, BPNSI, shall not be eligible to participate in any tender or RFP issued by Director, BPNSI during a period of 2 (two) years from the date such Bidder, is found to have directly or indirectly or through an agent, engaged

or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practices, as the case may be. The following terms shall have the meaning hereinafter respectively assigned to them.

3. SECTION III: Terms of Reference (ToR)

"RFP for Supply, installation and commissioning of Mechanical (Fitter Job role) & Electrical equipment (Electrician job role".

1. Introduction:

Biju Patnaik National Steel Institute, having its academic office at Skill Development Centre, Sukinda-755018(herein after referred to as the "BPNSI" which expression shall, unless repugnant to the context or meaning thereof, include its administrators, successors and permitted assigns), offers post ITI training to make the participants employable for a decent livelihood.

The goal of the BPNSI is to impart quality skill development training to build a knowledgeable workforce to cater to the demand of the labour market. Additionally, generation of such industry- ready manpower would ensure India's competitiveness in the global market.

BPNSI invites proposals from the leading OEM/Authorised Partner of OEM/Authorised Dealer/Distributors of OEM having experience of supply, installation and commissioning of the lab equipment for the fitter and electrician job roles which will produce appropriately qualified and multi-skilled workers with excellent employment and career prospectus which meet the needs of the economy. The project will benefit youth, women, and disadvantaged groups...

2. Objective:

The objective of this RFP is to select OEMs/Authorised Partners/Authorised Dealers having experience of supply, installation and commissioning of similar category of equipment at any Government or Private organization/ Government or Private educational institute/ Government or Private training institute/ any Industry. BPNSI will provide the lab infrastructure with required space with electrical power supply (three phase connection) to the nearest distribution panel box, water supply (if required), furniture and other pre-requisite amenities before supply of equipment. The selected bidder will be responsible for supply and installation of equipment/machineries, commissioning & Comprehensive Warranty for 12 months, and provide operational training (as per the requirement) for 03 days to the nominated staff from the BPNSI.

3. Scope of the Project

A- Scope of BPNSI (the Buyer/Client):

The scope of work of the BPNSI inter alia states that;

I. The Institute shall provide required space in the lab for the installation & commissioning of the equipment/machines within the premises of Biju Patnaik National Steel Institute, Sukinda.
II. Facilitate additional space (covered area) if required upon availability at the institute premises at free of cost.
III. Provide basic amenities like approach road and water supply (if required) nearest to the lab for running the machinery/equipment. Three phase electrical connection at nearest distribution/panel board will be provided at the designated labs by the BPNSI.
IV. Required space, furniture, air conditioners (if required) etc. will be provided by the BPNSI.

V. Conduct Pre-Delivery Inspection of sample equipment through Physical mode by its own technical experts or 3rd party agency/consultants/advisors appointed by BPNSI before the proposed equipment dispatch by the selected bidder and Post Delivery Inspection of all equipment by its own technical experts or by an independent agency appointed by BPNSI at any point of time. The operational expenses like testing the machines/equipment will be borne by the supplier.

VI. BPNSI will be responsible for monitoring of the performance of the supplied equipment/machineries and progress of the work.

B- Scope of the Successful Bidder:

1. Supply, installation and commissioning of all machines/equipment in compliance to the technical specifications mentioned in Section-III (Point No.6) of the RFP, will be done by the Selected Bidder at the BPNSI. Partial bidding/supply will not be accepted.
2. After the supply of equipment/machines, the successful bidder has to execute its installation & commissioning in the designated site(s) at the address. No extra cost shall be paid for this purpose.
3. Selected Bidder is responsible for all necessary works including necessary civil works (i.e. earthling/grounding of the machines), electrical connections from nearest distribution panel board to the machines and all type of cables connections, circuit breakers etc. required for connecting power supply point to machines, and other requisite works to complete the installation of the equipment/machines at the BPNSI, falls within the ambit of scope of work of selected bidder.
4. Required Room/space, Furniture (if any), , Water Supply (if any) etc. will be provided by the BPNSI but Selected Bidder is expected to supply all other installation accessories, facilities and services required for successful installation and smooth operation of the equipment. Bidders may conduct the site survey before installation at no additional cost shall be incurred towards the same.
5. Any accessories that must be needed for operation of the equipment but not mentioned in the specification shall also be quoted by the selected bidder.
6. Suitable and essential tool kit is to be supplied by the selected bidder with the equipment for the required maintenance.
7. The equipment/machines should be installed and commissioned at site. Site requirement along with the layout drawing for installation of equipment, electrical & water supply (if any) from main/ nearest sources shall be provided by the selected bidder upon issuance of Letter of Award of Contract (LoA).
8. The bidder shall not charge extra for additional items including fuel & lubricants (if required), Gas Cylinders (if required), raw materials, consumables etc. required to meet the operational requirement during installation, commissioning and hands-on training at BPNSI.
9. The selected bidder shall provide comprehensive warranty of supplied machineries/equipment for 36 months from the date of successful commissioning. The warranty does not include tools & tackles, consumables, PPE etc (if any).

4. Special Terms and Conditions:

2. Manufacturer (OEM) / Authorized Channel Partner/ Authorized Technology Partner having valid manufacturing license of OEM/ authorization certificates from OEM are eligible to participate in this tender. OEM must provide necessary documentary

evidence of being an Original Equipment Manufacturer of the related equipment. Bid specific authorisation must be submitted in case of participation by channel partner/technology partner of OEM.

3. OEM should be nationally / internationally reputed Company.
4. For Technology Partner/Channel Partner, an undertaking from the OEM is required stating that they would facilitate the Bidder on a regular basis with technology/product updates and extend support for the warranty as well.
5. In this tender, either the authorized channel partner/technology partner on behalf of the OEM or OEM itself can submit bid proposals, but both cannot submit bids simultaneously for the same tender.
6. If authorized channel partner/technology partner submits bid on behalf of the OEM, the same authorized channel partner/technology partner shall not submit a bid on behalf of another OEM for the same tender. Bidder has to quote for all BoQ equipment as per Section-III (Point No.6). Partial bidding is not allowed.
7. In a scenario, if both OEM and or its channel partner/authorized dealer participated in the bidding process, bids of both OEM & an authorized partner/dealer will be technically disqualified and EMD will be forfeited as per prevailing rules. The authorization from OEM should indicate bid reference number.
8. The supplier of the equipment must confirm in writing that the spares for the entire supplied equipment will be available for a period of at least five years after the model of equipment supplied has been phased out. For frequently required spares, there should be adequate inventory with the Indian agency.
9. The successful bidder is responsible for the supply, installation and maintenance of the equipment. Equipment documentation including user manuals and operation and troubleshooting guides to be provided.
10. Bidders must submit Technical Specification Compliance sheet within their technical bid. The bidders must be kept in their mind that mere copying of our specifications in the technical specification compliance sheets, shall not make the technical bid eligible for consideration. A bid has to be supported with original catalogue of the quoted item/s duly signed by the authorized person participating in the bid. Non-compliance with the above conditions shall be treated as incomplete/ambiguous and the bid shall be rejected without giving an opportunity to the bidder for further clarification/negotiation etc.
11. The bidder must produce documentary evidence of past supply experience of the offered make & model of the major equipment/machineries to any Govt./Private organization/industry.
12. Details of foundation drawing for instruments and equipment, if any, should be provided.
13. The Bidder shall quote their lowest possible price, and prices quoted by the Bidder shall be “fixed” during the Bidder’s performance of the contract and not subject to any variation and/or escalation.
14. Bidder must quote **Cost of the Goods**, which shall indicate clearly the including all taxes and charges towards packing, forwarding, handling, insurance, comprehensive

warranty, freight, incidental service, civil, electrical and other works, (if any), installation & commissioning of the goods and training to the consignee's personnel at site**.** The price shall be quoted in Indian Rupees only.

15. The cost of standard accessories shall be included in basic price and optional accessories shall have to be quoted separately.

16. Any component, fitting etc. which may not have been specifically mentioned in the specifications but which are usual and necessary for the equipment, shall be supplied by the bidder at no extra cost..

17. BPNSI reserves the right to accept, split, divide, negotiate, cancel or reject any bid or to annul and reject all bids at any time prior to the award of the contract without incurring any liability to the affected bidders or any obligation to inform affected bidder, the grounds of such action.

18. Performance Security – A performance security in the form of Bank Guarantee/e-Bank Guarantee for 5% of the Awarded Value (excluding taxes) to be submitted within 15 days of issuance of the Letter of Award (LoA). The Bank Guarantee will be valid initially for 12 months and may be extended further if required. The performance guarantee will be released by BPNSI, Sukinda and returned to the Selected Bidder after 60 days of completion of warranty period subject to fulfillment of all obligations.

5. List of equipment/machines and their Technical Specifications

BILL OF QUANTITY

SI No	Item description	Make	Quantity
1.1	Rule Steel 15Cm with Metric Gr+C5:C42	KRISTEEL / OMEGA	1
1.2	Square Try 10 Cm. Blade	BHARAT	2
1.3	Caliper Outside 15. Cm	BHARAT	2
1.4	Caliper Inside 15. Cm	BHARAT	2
1.5	Divider 15. Cm.	BHARAT	1
1.6	Straight Scriber 15. Cm.	BHARAT	1
1.7	Punch Centre 10. Cm.	TAPARIA 1984	1
1.8	Screw Driver 15. Cm.	TAPARIA 936	1
1.9	Chisel Cold Flat 10 Cm.	TAPARIA 101	1
1.10	Hammer Ball Peen 0.50 Kg. With Handle. (500 gm)	TAPARIA	1
1.11	Hammer Ball Peen 0.20 Kg. With Handle. (200 gm)	TAPARIA	1
1.12	File Flat 25 Cm. Second Cut. (DOUBLE CUT)	TAPARIA FL 2502	2
1.13	File Flat 25 Cm. Smooth (DOUBLE CUT)	TAPARIA FL 2503	2
1.14	File Half Round Second Cut 15 Cm. (DOUBLE CUT)	TAPARIA HR 1502	2
1.15	Hacksaw Frame Fixed 30 Cm.	SEW	2
1.16	Safety Goggles.	SUN	1
1.17	Dot Slot Punch10 Cm.	TAPARIA 1884	1
1.18	Rule Steel 60Cm.	KRISTEEL / OMEGA	1
1.19	Straight Edge 45 Cm. Steel.	BHARAT	1
1.20	Plate Surface 45*45Cm. Granite WITH STAND	LUTHRA	1
1.21	Marking Table 91*91*122 Cm.	LUTHRA	1
1.22	Universal Scriber Block 22Cm.	BHARAT	1
1.23	V - Block Pair 7Cm.And 15Cm With Clamps	BHARAT	1
1.24	Angle Plate 10*20 Cm.	BHARAT	1
1.25	Level Sprit 30 Cm.	TAPARIA	2
1.26	Punch Letter 3Mm. Set 1/8"	BHARAT	1
1.27	Punch Hollow 6 Mm To 19 Set Of 5.	TAPARIA	1
1.28	Punch Round 3*4Mm Set Of 2.	TAPARIA	1
1.29	Portable Hand Drill (Electric) 0 To 6Mm.	BOSCH	1
1.30	Drill Twist S} S 1.5To 12Mm by 0.5Mm (HIGH SPEED STEEL)	ADDISON	1
1.31	Taps And Dies Complete Set in Box 3-18Mm Set Of 10.	ALPS/HALO	1
1.32	File Triangular 15Cm. Smoth. (DOUBLE CUT)	TAPARIA 3SQ 1503	1
1.33	File Round 20 Cm. Secound Cut. (DOUBLE CUT)	TAPARIA RD 2002	1
1.34	File Sqaure15Cm.Secound Cut. (DOUBLE CUT)	TAPARIA SQ 1502	1
1.35	Feeler Gauge 10 Blade.	ALPS/ TAPARIA	2
1.36	Micrometer (Outside and Inside) 0 - 25 MM & 5 - 30 MM	MITUTOYO JAPAN	2
1.37	Dial Guage Set (0.2 in - 0-50-0) Gradutation from 0.001 to 0.2 in	MITUTOYO	2
1.38	Helmet	KARAM	5
1.39	Safety shoes	KARAM	5
1.40	Safety belt, Full body harness	KARAM	1

1.41	Reflective Jackets	REFLECTOSAFE/ KARMA SAFETY	1
1.42	Component Measuring by Vernier, Micrometer 0-25 MM	MITUTOYO JAPAN	1
1.43	work bench (8ftX4ft) Solid sala wood planks (top material), Frame/ Leg: Heavy duty ms mild steel rectangular or square- tube frame (at least 14-16 gauge steel) with central support beams to prevent sagging across the 4 foot width, Load capacity: will easily handle 500 kg to 1000+ kg depending on the steel understructure thickness.	UNBRAND	2
1.44	Bench vice SG Iron Material Heavy Duty 20 kg weight 6" JAW No. 6	ARIES	10
1.45	Demo Chain Block, Pulley, Block Reaving Practices, Ranging from 0.5 t to 10 t capacity meeting is 3832 standards.	LOADMATE / KEPRO	1
1.46	Almirah, Dimensions W x H x D (cm) 90 x 195 x 50 No of Shelves: 5 Metal Sheet 20 guage	GODREJ	2
1.47	Steel Tape, 15 m length	FREEMANS	2
1.48	Plier Insulated, 150 mm	TAPARIA 1621-6	2
1.49	Plier Side Cutting, 150 mm	TAPARIA1101	2
1.50	Electrician Connector, screw driver insulated handle thin stem, 100 mm	TAPARIA 934I	2
1.51	Knife Double Bladed Electrician	KNIPEX stripping knife 16 50 145 SB	2
1.52	Neon Tester	TAPARIA 814	1
1.53	Spanner Adjustable 150 mm,300mm	TAPARIA 1170 & 1173	2
1.54	Portable Electric Drill Machine 6 mm capacity	BOSCH	1
1.55	Pillar Electric Drill Machine 12 mm capacity WITH MOTOR 1/2 HP 3 Phase, V Belt, Drill Chuck with key	ARIES	1
1.56	Allen Key 1.5mm to 10mm	TAPARIA	1
1.57	Crimping Tool	TAPARIA	1
1.58	Tweezers 100 mm	ANY BRAND	1
1.59	Digital Multi Meter	FLUKE	2
1.60	A.C. Voltmeter M.I. 0 -500V A.C	METRAVI	1
1.61	Ammeter MC 0-5 A, 0- 25 A	METRAVI	1
1.62	A.C. Ammeter M.I. 0-5A, 0-25 A	METRAVI	1
1.63	Kilo Wattmeter 0-1-3 kw	MECO	1
1.64	DC Power Supply 0-30V, 2 amp	SRC	1
1.65	Current Transformer 415 Volt,50 Hz, CT Ratio 150 / 5 Amp, 5VA	METRAVI	1
1.66	Potential Transformer 415 Volt,50Hz, PT Ratio 415/110V	METRAVI	1
1.67	Used Motor-Generator in working condition (AC to DC) consisting of: Squirrel Cage Induction Motor with star delta starter and directly coupled to DC shunt generator	INDLAB	1
1.68	Trade specific charts and other teaching aids	NIMI CHARTS	3
1.69	ELCB and RCCB 25Amps, double pole and 25Amps, double pole, IΔn 30 mA	SCHNEIDER/ABB	2
1.70	Bus bar with brackets	RECO	10 mtr
1.71 (a)	Twisted Pair Non-Metallic Sheathed Cable	POLYCAB/HAVELLS	20mtr
1.71 (b)	Underground Feeder Cable	POLYCAB/HAVELLS	20mtr (aprox)

1.71©	Metallic Sheathed Cable	POLYCAB/HAVELLS	20mtr
1.71(d)	Multi-Conductor Cable	POLYCAB/HAVELLS	20mtr
1.71€	, Ribbon Cable	POLYCAB/HAVELLS	20mtr
1.71(f)	Coaxial Cable,	POLYCAB/HAVELLS	20mtr
1.71(g)	Direct-Buried Cable.	POLYCAB/HAVELLS	20mtr
1.72	Tong Tester / Clamp Meter 0 - 100 A (Digital Type)	METRAVI	1
1.73	Steel Tape, 15 m length	FREEMANS	2
1.74	Megger Analog - 500 V	MECO	2
1.75	Phase Sequence Indicator 3 Phase, 415 V	METRAVI	1
1.76	Contactor & auxiliary contacts 3 phase, 415 Volt, 25 Amp with 2 NO	L&K/ SCHNEIDER	2
1.77	Inspection and Testing of Earthing System. Analog earth tester kit)	C.I	1
1.78	over load relay 10amp	L&K	1
1.79	DOL Starter	L&K	1

6. SECTION IV: Technical Bid Submission Forms (Cover-1)

TECH -1

COVERING LETTER

(ON BIDDERS LETTER HEAD)

To

The Director
Biju Patnaik National Steel Institute,
Skill Development Centre,Near Sukinda Bhawan,
Sukinda-755018

Sub: "RFP for Supply, installation and commissioning of Mechanical (Fitter Job role) & Electrical equipment (Electrician job role)" [TECHNICAL BID]

Dear Sir,

I/We .....(Name of the Bidder) hereby submit our Proposal in response to notice inviting RFP date ……. and RFP document no.....and confirm that:

1. With reference to your RFP document dated....., I/we, having examined the Bidding Documents and understood their contents, hereby submit my/our Bid. The Bid is unconditional and unqualified.
2. I/We acknowledge that the BPNSI will be relying on the information provided in the Bid and the documents accompanying the Bid for selection of the Bidder for the aforesaid project(s), and we certify that all information provided therein is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying the Bid are true copies of their respective originals.
3. This statement is made for the express purpose of qualifying as a Bidder for the aforesaid Project.
4. I/ We shall make available to the BPNSI any additional information it may find necessary or require to supplement or authenticate the Bid.
5. I/ We acknowledge the right of the BPNSI to reject our Bid without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.
6. I/ We certify that in the last three years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award, nor been expelled from any project or contract by any public authority nor have had any contract terminated by any public authority for breach on our part.
7. I/ We declare that:
   - I/ We have examined and have no reservations to the Bidding Documents, including any Addendum issued by the BPNSI;
   - I/We do not have any Conflict of Interest in accordance with Clause 12 of the RFP document;

- I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in the RFP document, in respect of any tender or request for proposal issued by or any agreement entered into with the BPNSI or any other public sector enterprise or any government, Central or State; and
- I/ We hereby certify that we have taken steps to ensure that in conformity with the provisions of Section 14 of the RFP, no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.

8. I/We understand that the BPNSI may cancel the Bidding Process at any time and that the BPNSI is neither bound to accept any Bid that you may receive nor to invite the Bidders to Bid for the Project, without incurring any liability to the Bidders.
9. I/ We agree and undertake to abide by all the terms and conditions of the RFP document.
10. I/ We offer a Bid Security/EMD to the BPNSI in accordance with the RFP document.
11. I/ We agree and understand that the Bid is subject to the provisions of the Bidding Documents. In no case, I/we shall have any claim or right of whatsoever nature if the Project is not awarded to me/us or our Bid is not opened or rejected.
12. I/ We certified that the period of validity of Proposal is till the end of the Contract Agreement period and I/We are quoting for all the services mentioned in the Scope of Work of the RFP.
13. BPNSI, may contact the following person for further information regarding this Proposal:

Name and full address of office, Contact No., Email ID, Company Name
In witness thereof, I/we submit this Bid under and in accordance with the terms of the RFP document
Yours sincerely,

Authorized *Signatory with Date and Seal*:

Name and Designation: _____

Address of the Bidder: _____

TECH -2

Bidder's Organisation (General Details)

SL No	Description	Full Details
1	**Name of the Bidder**	
2	**Address for communication:** Tel: E-mail ID:	
3	**Name of the authorized person signing & submitting the bid on behalf of the Bidder:** Mobile No.: Email id:	
4	**Registration / Incorporation Details** Registration No: Date & Year. :	
5	**Local office in Bhubaneswar** **If Yes, please furnish contact details**	Yes / No
6	**Bid Processing Fee Details** Amount:	
7	**EMD Details** Amount:	
8	PAN Number	
9	Goods and Services Tax Identification Number (GSTIN)	
10	Willing to carry out the assignment as per the scope of work of RFP	**YES**
11	Accept all the terms and conditions as specified in the RFP	**YES**

Authorized *Signatory with Date and Seal*:

Name and Designation: _____

Address of the Bidder: _____

TECH -3

Bidder Organisation (Financial Details)

Financial Information in INR			
Details	**FY 2023-24**	**FY 2024-25**	**FY 2025-26**
Annual Turnover in INR			
Supporting Documents: Audited certified financial statements for the last three (Submission of copies of Income & Expenditure Statement and Balance Sheet for the respective financial years is mandatory along with this form). Provisional Audit report for any of the FYs is not acceptable. ***Filled in information in this format must have to be jointly certified and sealed by the CA and the authorized representative of the bidder and to be furnished in original along with the technical Bid failing which the Bid will be out rightly rejected.***			

_____

Signature and Seal of the Chartered Accountant with Date in original.

Authorized *Signatory with Date and Seal*:

Name and Designation: _____

Address of the Bidder: _____

TECH - 4

FORMAT FOR POWER OF ATTORNEY

(Notarized copy on Rs. 100 Non-Judicial Stamp Paper)

(Required only if the Signatory is not directly authorized by the Company Board/Governing Body, or Partners. Otherwise, the Board Resolution/Partners Resolution would suffice)

Known all men by these presents, we……. (name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorize Mr./ Ms. (name), …… son/daughter/wife of..... and presently residing at

……., who is presently employed with us and holding the position of....., as our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our tender against the Bid document no. [•] dated [•] published by BPNSI for the "Procurement of Goods – [•]", including but not limited to signing and submission of all applications, bids and other documents and writings,

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE ..... , THE ABOVE-NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS …… DAY OF ..... 20[•].

For
Witnesses
……..
(Signature, name, designation and address)

1.

2.

Accepted

(Signature)
(Name, Title and Address of the Attorney)

TECH - 5

(BIDDER'S PAST EXPERIENCE DETAILS)

(List of orders/assignments only of similar nature)

Sl. No.	Name of Buyer/Client, Address with Telephone No, e-mail, Contact Person, Mobile No.	Name of Project	Nature of Project/Goods/ Services and Brief of Project	Project Start Date and End Date	Project Cost/ Contract Value (In Rs.)	Status (Complete/ In Progress/ Delay)
A	B	C	D	E	F	G
1						
2						
3						
4						
5						

Note: Information not conforming to the above format will be treated as non-responsive. The bidder must enlist their relevant experience for technical marking purpose. Copies of the Work order / Contract Document / Completion Certificate from the previous Clients need to be furnished along with the above information.

Authorized *Signatory with Date and Seal*:

Name and Designation: _____

Address of the Bidder: _____

TECH - 6

Affidavit for not being blacklisted

<< An affidavit on a non-judicial stamp paper of INR 100/- by Company Secretary/ Authorized Representative and Signatory of the Applicant with his/her dated Sign and duly notarized >>

AFFIDAVIT

(to be executed on INR 100 non-judicial stamp paper and to be duly notarized)

Date: _____

Sub: Tender No. _____

In response to the Tender Document above stated, I/We hereby declare and solemnly swear that our Company/ firm _____is not banned/blacklisted as on date by any competent court of Law, forum or any State Government or Central Government or their agencies or by any statutory entities or any PSUs.

AND, if at any stage the declaration/statement on oath is found to be false in part or otherwise, then without prejudice to any other action that may be taken, I/We, hereby agree to be treated as a disqualified Bidder for the ongoing Contract.

In addition to the disqualification our concern/entity may be banned/blacklisted.

AND, that I/We, shall have no right whatsoever, to claim for consideration of my/our bid at any stage and the money deposited in the form of EMD shall be liable for forfeiture in full, and the tender, if any to the extent accepted, may be cancelled.

Signature of the Deponent

(Authorized signatory of the Bidder with Seal)

Date:

Place:

TECH –7

Technical Compliance Sheet

(To be submitted on Bidder's Letterhead)

Sl. No.	Product Name (As mentioned in ToR)	Technical Specifications (As per ToR)	Compliance (Yes/No)	If No, Reasons of deviations	Remarks (Additional features, if any)

Note:

The Technical compliance sheet shall provide a detailed list of identified requirements and specifications as mentioned in the ToR (Section-III). The bidder should indicate against the requirement in the compliance column to indicate the extent to which their proposals comply with the requirements. Bidder should also fill the details of proposed hardware and provide the necessary information.

The offered product within the scope of this RFP may have some features not contained in the ToR. Bidder may provide these details separately. These will not be part of above evaluation criteria.

Authorized *Signatory with Date and Seal*:

Name and Designation: _____

Address of the Bidder: _____

TECH –8

Manufacturer's Authorization Form

(To be submitted on OEM Letterhead**)**

To,

The Director
Biju Patnaik National Steel Institute,
Skill Development Centre,Near Sukinda Bhawan,
Sukinda-755018

Dear Sir,

We M/s. _____who are established and reputable manufacturers of

_____

do hereby authorize M/s._____(Name and address of Agent / Dealer) to participate in the above tender.

We hereby extend our technical assistance to the bidder during installation and inspection of the product.

We hereby certify that, the equipment being sold would not be declared End of Support (EoS) or become obsolete in the next 5 years. Also, we certify that the products being sold would be covered under Warranty / Support and OEM support will be available for 03 years (as specified in the RFP/ NIT No.) from the date of installation, even in the case, the bidder becomes "Out of service".

We have studied the requirements of the product and confirm that we will adhere to the specifications of the tender and quality plan and extend all support during the inspection and provide documentary evidence at the time of inspection for the verification by the Client/Client's representative.

Date: _____

Yours faithfully,
(Name)

Signature and Seal of the OEM

For and on behalf of M/s._____

(Name of the manufacturer)

SECTION V: Financial Bid (Cover-2)

COVERING LETTER
(In Bidders Letter Head)

To *[Location, Date]*

The Director
Biju Patnaik National Steel Institute,
Skill Development Centre,Near Sukinda Bhawan,
Sukinda-755018
Phone No-06726 (221902); Email: bpnsi@bpnsi.org

Sub: RFP for Supply, installation and commissioning of Mechanical (Fitter Job role) & Electrical equipment (Electrician job role [FINANCIAL BID]

Sir,

I, the undersigned, offer to provide the Goods/Services for [*Insert title of assignment*] in accordance with your RFP No._____, Dated: _____. Our Financial Bid is for the sum of **[*Insert amount(s) in words and figures**].** This amount is inclusive of all the applicable taxes as per GST Act.

I do hereby undertake that, in the event of acceptance of our bid, the supply/services shall be provided with respect to the terms and conditions as stipulated in the RFP Installation, positioning, arrangement and set up of all equipment from 1.01 to 1.79 within the laboratory premises as per prescribed technical specification and safety requirements.

SI No	Item description	Make	Quantity	Price Per Unit without GST	Total Price without GST	Rate of GST (%)	Total Amount with GST
1	**Cost of Goods**						
1.1	Rule Steel 15Cm with Metric Gr+C5:C42	KRISTEEL / OMEGA	1				
1.2	Square Try 10 Cm. Blade	BHARAT	2				
1.3	Caliper Outside 15. Cm	BHARAT	2				
1.4	Caliper Inside 15. Cm	BHARAT	2				
1.5	Divider 15. Cm.	BHARAT	1				
1.6	Straight Scriber 15. Cm.	BHARAT	1				
1.7	Punch Centre 10. Cm.	TAPARIA 1984	1				
1.8	Screw Driver 15. Cm.	TAPARIA 936	1				
1.9	Chisel Cold Flat 10 Cm.	TAPARIA 101	1				
1.10	Hammer Ball Peen 0.50 Kg. With Handle. (500 gm)	TAPARIA	1				
1.11	Hammer Ball Peen 0.20 Kg. With Handle. (200 gm)	TAPARIA	1				
1.12	File Flat 25 Cm. Second Cut. (DOUBLE CUT)	TAPARIA FL 2502	2				
1.13	File Flat 25 Cm. Smooth (DOUBLE CUT)	TAPARIA FL 2503	2				
1.14	File Half Round Second Cut 15 Cm. (DOUBLE CUT)	TAPARIA HR 1502	2				
1.15	Hacksaw Frame Fixed 30 Cm.	SEW	2				

1.16	Safety Goggles.	SUN	1				
1.17	Dot Slot Punch10 Cm.	TAPARIA 1884	1				
1.18	Rule Steel 60Cm.	KRISTEEL / OMEGA	1				
1.19	Straight Edge 45 Cm. Steel.	BHARAT	1				
1.20	Plate Surface 45*45Cm. Granite WITH STAND	LUTHRA	1				
1.21	Marking Table 91*91*122 Cm.	LUTHRA	1				
1.22	Universal Scriber Block 22Cm.	BHARAT	1				
1.23	V - Block Pair 7Cm.And 15Cm With Clamps	BHARAT	1				
1.24	Angle Plate 10*20 Cm.	BHARAT	1				
1.25	Level Sprit 30 Cm.	TAPARIA	2				
1.26	Punch Letter 3Mm. Set 1/8"	BHARAT	1				
1.27	Punch Hollow 6 Mm To 19 Set Of 5.	TAPARIA	1				
1.28	Punch Round 3*4Mm Set Of 2.	TAPARIA	1				
1.29	Portable Hand Drill (Electric) 0 To 6Mm.	BOSCH	1				
1.30	Drill Twist S} S 1.5To 12Mm by 0.5Mm (HIGH SPEED STEEL)	ADDISON	1				
1.31	Taps And Dies Complete Set in Box 3-18Mm Set Of 10.	ALPS/HALO	1				
1.32	File Triangular 15Cm. Smoth. (DOUBLE CUT)	TAPARIA 3SQ 1503	1				
1.33	File Round 20 Cm. Secound Cut. (DOUBLE CUT)	TAPARIA RD 2002	1				
1.34	File Sqaure15Cm.Secound Cut. (DOUBLE CUT)	TAPARIA SQ 1502	1				
1.35	Feeler Gauge 10 Blade.	ALPS/ TAPARIA	2				
1.36	Micrometer (Outside and Inside) 0 - 25 MM & 5 - 30 MM	MITUTOYO JAPAN	2				
1.37	Dial Guage Set (0.2 in - 0-50-0) Gradutation from 0.001 to 0.2 in	MITUTOYO	2				
1.38	Helmet	KARAM	5				
1.39	Safety shoes	KARAM	5				
1.40	Safety belt, Full body harness	KARAM	1				
1.41	Reflective Jackets	REFLECTOSAFE/ KARMA SAFETY	1				
1.42	Component Measuring by Vernier, Micrometer 0-25 MM	MITUTOYO JAPAN	1				
1.43	Work bench (8ftX4ft) Solid sala wood planks (top material), Frame/ Leg: Heavy duty ms mild steel rectangular or square- tube frame (at least 14-16 gauge steel) with central support beams to prevent sagging across the 4 foot width, Load capacity: will easily handle 500 kg to 1000+ kg depending on the steel understructure thickness.	UNBRANDED	2				
1.44	Bench vice SG Iron Material	ARIES	10				

	Heavy Duty 20 kg weight 6" JAW No. 6						
1.45	Demo Chain Block, Pulley, Block Reaving Practices, Ranging from 0.5 t to 10 t capacity meeting is 3832 standards.	LOADMATE / KEPRO	1				
1.46	Almirah, Dimensions W x H x D (cm) 90 x 195 x 50 No of Shelves: 5 Metal Sheet 20 guage	GODREJ	2				
1.47	Steel Tape, 15 m length	FREEMANS	2				
1.48	Plier Insulated, 150 mm	TAPARIA 1621-6	2				
1.49	Plier Side Cutting, 150 mm	TAPARIA1101	2				
1.50	Electrician Connector, screw driver insulated handle thin stem, 100 mm	TAPARIA 934I	2				
1.51	Knife Double Bladed Electrician	KNIPEX stripping knife 16 50 145 SB	2				
1.52	Neon Tester	TAPARIA 814	1				
1.53	Spanner Adjustable 150 mm,300mm	TAPARIA 1170 & 1173	2				
1.54	Portable Electric Drill Machine 6 mm capacity	BOSCH	1				
1.55	Pillar Electric Drill Machine 12 mm capacity WITH MOTOR 1/2 HP 3 Phase, V Belt, Drill Chuck with key	ARIES	1				
1.56	Allen Key 1.5mm to 10mm	TAPARIA	1				
1.57	Crimping Tool	TAPARIA	1				
1.58	Tweezers 100 mm	ANY BRAND	1				
1.59	Digital Multi Meter	FLUKE	2				
1.60	A.C. Voltmeter M.I. 0 - 500V A.C	METRAVI	1				
1.61	Ammeter MC 0-5 A, 0-25 A	METRAVI	1				
1.62	A.C. Ammeter M.I. 0-5A, 0-25 A	METRAVI	1				
1.63	Kilo Wattmeter 0-1-3 kw	MECO	1				
1.64	DC Power Supply 0-30V, 2 amp	SRC	1				
1.65	Current Transformer 415 Volt,50 Hz, CT Ratio 150 / 5 Amp, 5VA	METRAVI	1				
1.66	Potential Transformer 415 Volt,50Hz, PT Ratio 415/110V	METRAVI	1				
1.67	Used Motor-Generator	INDLAB	1				

	in working condition (AC to DC) consisting of: Squirrel Cage Induction Motor with star delta starter and directly coupled to DC shunt generator						
1.68	Trade specific charts and other teaching aids	NIMI CHARTS	3				
1.69	ELCB and RCCB 25Amps, double pole and 25Amps, double pole, IΔn 30 mA	SCHNEIDER/ABB	2				
1.70	Bus bar with brackets	RECO	10 mtr				
1.71 (a)	Twisted Pair Non-Metallic Sheathed Cable	POLYCAB/HAVELLS	20mtr				
1.71 (b)	Underground Feeder Cable	POLYCAB/HAVELLS	20mtr (aprox)				
1.71©	Metallic Sheathed Cable	POLYCAB/HAVELLS	20mtr				
1.71(d)	Multi-Conductor Cable	POLYCAB/HAVELLS	20mtr				
1.71€	, Ribbon Cable	POLYCAB/HAVELLS	20mtr				
1.71(f)	Coaxial Cable,	POLYCAB/HAVELLS	20mtr				
1.71(g)	Direct-Buried Cable.	POLYCAB/HAVELLS	20mtr				
1.72	Tong Tester / Clamp Meter 0 - 100 A (Digital Type)	METRAVI	1				
1.73	Steel Tape, 15 m length	FREEMANS	2				
1.74	Megger Analog - 500 V	MECO	2				
1.75	Phase Sequence Indicator 3 Phase, 415 V	METRAVI	1				
1.76	Contactor & auxiliary contacts 3 phase, 415 Volt, 25 Amp with 2 NO	L&K/ SCHNEIDER	2				
1.77	Inspection and Testing of Earthing System. Analog earth tester kit)	C.I	1				
1.78	over load relay 10amp	L&K	1				
1.79	DOL Starter	L&K	1				
	Total Cost of Goods						

Notes:

i. All related civil work, plumbing & electrical work etc. will be done by vendor No extra payment shall be given for this work.
ii. Quoted rates shall be inclusive of GST, transportation etc.
iii. Payment will be made after successful completion of supply, installation and commissioning (SITC)
iv. Regarding Sl NO 1.71, the length of cable is approximate, However, payment will be made as per actual measurement at site .

Our Financial Proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the Proposal.We solemnly affirm that we will strictly adhere to the laws against fraud, corruption and unethical practices, including but not limited to "Prevention of Corruption Act, 1988", during the Request for Proposal (RFP) process and execution of

the Contract, in case we are awarded the work. We understand you are not bound to accept any Proposal you receive.

Yours faithfully,

Authorized Signatory

[In full and initials]:

Name and Designation of Signatory with Date and Seal:

Section VI: Annexures

Annexure I: Bid Submission Checklist

Sl No	Description	Submitted (Yes/No)	Page No.
Technical Proposal (PART – A)			
1	Filled in Bid Submission Check List **(ANNEXURE I)**		
2	Covering Letter **(TECH -1)**		
3	EMD **amount of equal to 2% of the total quoted price without tax** (date and online number)		
4	Copy of Certificate of Incorporation / Registration of the Bidder		
5	Copy of PAN & Goods and Services Tax Identification Number (GSTIN)		
6	Copies of IT Returns for the last 3 FYs (2021-22, 2022-23 and 2023-24) latest GST Return (in GSTR-3B)		
7	General Details of the Bidder **(TECH - 2)**		
8	Financial details (Turnover) of the bidder **(TECH – 3)** along with all the supportive documents such as copies of Income-Expenditure Statement and Balance Sheet for the concerned period		
9	Power of Attorney **(TECH - 4)** in favour of the person signing the bid on behalf of the bidder		
10	List of completed assignments of similar nature (Past Experience Details) **(TECH – 5)** along with the copies of work orders for the respective assignments		
11	Undertaking for not have been black listed by any Central / State Govt./any Autonomous bodies as on date of bid submission. **(Tech-6)**		
12	Technical Compliance Sheet (Requirements and specifications as per the ToR) **(Tech-7)**		
13	Manufacturing License or the Manufacturer's Authorization Form **(TECH - 8)**		
14	Net Worth Certificate duly sealed & signed by a Chartered Accountant		
15	Valid ISO/ISI certificates along with Machinery Test Certificate as applicable		
16	Product wise brochure & catalogues and relevant information on products to be supplied		
17	Certification in its Cover Letter regarding non-failure of performance on any contract		
Financial Proposal (PART -B)			
1	Covering Letter **with** Bill of Quantity (BoQ)		

Undertaking:

All the information has been submitted as per the prescribed format and procedure.

Authorized Signatory [*In full and initials*]: _____

Name and Designation with Date and Seal: _____

Signature: _____

Annexure II: Performance Bank Guarantee Format

To

Biju Patnaik National Steel Institute, Skill Development Centre,Sukinda-755018

WHEREAS <<Name and address of the supplier>> (hereinafter called "the supplier") has undertaken, in pursuance of contract no……dated to supply..... (description of goods and services) (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of ……(amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show ground or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the…….day of…….,20…...

Our …… branch at.....* (Name & Address of the … .....* branch) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our ..... * branch a written claim or demand and received by us at our.....* branch on or before Dt.....otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

……..……
… (Signature of the authorized officer of the Bank)
……
…… Name and designation of the officer
……
……...
… Seal, name & address of the Bank and address of the Branch

* Preferably at the headquarters of the authority competent to sanction the expenditure for purchase of goods or at the concerned district headquarters or the State headquarters.