
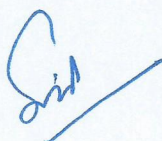


TERMS & CONDITIONS OF TENDER FOR WALL WRITINGS FOR MANIPUR STATE AIDS CONTROL SOCIETY 2020-21

1. The tender in the prescribed proforma shall be submitted in a single big size envelope containing two envelopes – one for **“Technical Bid”** and another for **“Item-wise Financial Bid”** duly sealed. The item-wise financial bid must be submitted in a envelope superscribed as Tender for _____ for the year 2020-21 mentioning Tender Notice No. and Item No. in a separate envelope and must be put inside the big envelope. The Committee will not be held responsible for any postal delay, if the tender is sent by post. Tenders not accompanied with the requisite documents at the time of submission of tenders shall be rejected at the appropriate level of the competent authority.
2. All the necessary documents must be enclosed in the bid, without which the bid will be treated as technically non-responsive.
3. The firm must have experience in the concerned work for which it is applying and it should be supported by relevant documents. Any work experience related documents as indicated in the para above shall be enclosed.
4. Technical Bid consists of the following documents:
 - i. Earnest money in the shape of Bank Draft drawn in favour of Manipur State AIDS Control Society worth ₹ 18,000/- (Rupees eighteen thousand) only.
 - ii. Registration certificate of the firm
 - iii. GST Registration Certificate
 - iv. Latest GST clearance certificates
 - v. PAN and Bank A/C details.
 - vi. Experience related documents.
 - vii. Non-Blacklisting declaration: The tenderer shall furnish a non-black listing certificate that the firm has not been blacklisted in the past by any Govt./private institution. The tender has to give an affidavit on a non-judicial stamp paper dully attested on ₹ 50/- that there is no vigilance/CBI case pending against the firm and the firm has not been blacklisted in the past in any institution of the country.
5. Financial Bid consists of the following:
 - i. Price-Bid (Financial bid) properly sealed separately superscribed as Tender for and shall mention details of the items quoted.
 - ii. Financial bid should be inclusive of all relevant tax and reflected in the bid.
 - iii. Financial bids (price bid) of only those tenderers shall be opened who qualifies technically.
6. In case of any authority found forged/tampered, the firm is likely to face legal action against them under rules including forfeiture of their earnest money.
7. All the documents attached with tender should be signed and sealed by the bidder itself.



8. The total value of tender is approximately ₹ 9,00,000/- (Rupees nine lakhs).
9. The rate quoted must be inclusive of all taxes. No separate Tax/Levies will be allowed. Rates quoted should be typed and free from fluiding/cutting and over-writing. No hand written quotation will be accepted.
10. The rate should be quoted in Indian Rupees only.
11. Details of documents enclosed with the tender forms should be mentioned in Proper Index serial-wise duly flagged on the front page of the tender.
12. The documents submitted by the firm with the tender will be opened in the presence of tenderers/representatives of the firms and the officers opening the tender will sign the tender documents.
13. No conditional tender shall be accepted. The Committee reserves the right to accept or reject any tender/quotation without assigning any reasons thereof.
14. The successful tenderer are bound to execute the work on the rate once quoted by them and approved by the Committee.
15. The successful tenderer shall have to abide by the standard terms and conditions as laid down and the conditions as per the contract.
16. The office reserves the right at the time of contract award to increase or decrease the quantity of the items without any change in the unit price or any other terms and conditions.
17. The rate contract shall remain valid for a period of one year from the date of its issuance which can be extended for a period of 90 days or till such time the new rate contract is issued, whichever is earlier.
18. The successful tenderer should ensure immediate execution of the work if work order is placed on them and they are bound to execute the work as per the conditions and specifications approved by the Committee. If at any stage it is found that the work executed by the firm is not according to, as approved by the Committee, the ACTION AS DEEMED FIT WILL BE TAKEN AGAINST THE FIRM.
19. The successful tenderer shall be responsible for execution of the work strictly in accordance with the contract in full and shall not in any case assign or sublet any part thereof. Suitable penalty upto 10% of the total value of the contract shall be imposed for any deviation from contractual obligation on merits of each case, besides forfeiture of Earnest money or even black-listing of the firm.
 - i. If in case the tenderer fails to execute the work within the stipulated time, the order will be liable to be treated cancelled and Performance Security Deposit money will be forfeited.
 - ii. The successful tenderer who fails to execute the work according to the specifications of the work as specified in the work order and as approved by the Committee, the earnest money shall be forfeited and the firm will be debarred from participating in future tenders of the Society.
20. In case of failure of L1 to execute the work, the work order shall be placed with L2.
21. In case of any dispute/difference or doubts, the orders of the "Chairman of the Tender Committee" shall be final.



22. Legal proceeding that may arise at any time shall be subject to the jurisdiction of High Court of Manipur only.
23. The payment shall be made to the tenderer after receipt/verification as per the laid down specifications.
24. No advance payments shall be made. All payment will be made after receipt of completion certificate issued by competent authority.
25. "Chairman of the Tender Committee" is competent authority and reserves the right to consider, ignore or reject any tender at any stage without assigning any reason whatsoever.
26. All the ingredients of the Check-lists and General Instructions incorporated shall be treated as a part of conditions of the contract.

**Signature with Seal
of the tenderer
in acceptance**



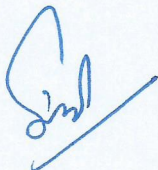
CHECK-LIST FOR THE TENDERERS

(To be enclosed with Technical Bid)

1. Earnest Money in the form of Bank draft worth ₹ 18,000/- (Rupees eighteen thousand) only.
 2. Item-wise price list.
 3. Undertaking/Letter of Acceptance in respect of Terms & Conditions.
 4. Registration certificate of the firm
 5. GST Registration Certificate
 6. Latest GST clearance certificates
 7. PAN and Bank A/C details.
 8. Experience related documents.
 9. Non-Blacklisting declaration.
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- The tenderer may go through the check-list and ensure that all the documents/ confirmations listed above are enclosed in the tender and no column is left blank. If any column is not applicable, it may be filled as NA.
 - It is the responsibility of tenderer to ensure furnishing all required documents in addition to above, if any.
 - The tenderer should furnish all the relevant information mentioned in the check-list.
 - Wherever necessary and applicable, tenderers shall enclose certified copy as documentary proof/evidence to substantiate the corresponding statement.
 - In case of tenderer furnishes a wrong or evasive statement, his tender will be liable to be ignored/rejected.

With Seal & Signature

**(Full name, designation & address of the
Tenderer**




UNDERTAKING/LETTER OF ACCEPTANCE IN RESPECT OF TERMS & CONDITIONS FOR WALL WRITINGS FOR THE YEAR 2020-21

Sir/Madam,

1. I/We do agree for all clauses, terms and conditions of the tender documents.
2. I/We agree to abide by the contract for a period of one year to provide the services from the date of award of contract and ready to work on the same rates, if extended for a further period of three months (90 days) or till new contract is finalised.
3. I/We declare that our financial position is sound and we are competent to execute the work as and when allotted.

In acceptance

(Signature and seal of the tenderer)



TECHNICAL SPECIFICATIONS FOR WALL WRITINGS:

District	Quantity	Unit cost/ sq. ft (in ₹)	Specifications	Remarks
Imphal West	100		1. Size – 6 feet breadth X 3 feet height. 2. Background colour should be white (double coating). 3. Size of the letter (main message – red colour) 6 inches. 4. Size of the letter (sub-message – black colour) 4-inch. 5. Size of logo 8 inches in Blue & Red colour. White panels Dark Blue Letter 4 inches (for organization name). 6. District markings	Photographs of each wall writing along with district marking should be submitted at the time of bill submission (e.g. For Imphal West district marking should be IW -1, IW -2 etc along with area of each wall writing in each district.
Imphal East	100			
Thoubal	60			
Bishnupur	60			
Kakching	60			
Ukhrul	60			
Kamjong	60			
Kangpokpi	60			
Senapati	50			
Noney	50			
Tamenglong	50			
Jiribam	60			
Churachandpur	60			
Chandel	60			
Tengnoupal	60			
Phezerwl	50			
Total	1000			

