

GOVERNMENT OF INDIA
MINISTRY OF TEXTILES
OFFICE OF THE DEVELOPMENT COMMISSIONER FOR HANDLOOMS
WEAVERS' SERVICE CENTRE (WSC)
C-1-B, RAJAJI BHAVAN, BESANT NAGAR, CHENNAI-600 090
Tel: 044-24917964, E-mail: wscchennai@yahoo.co.in

NOTICE INVITING E-TENDER

Tender Notice No.: MWSC/HL/Supplier Empanelment/5/2019

Inviting Expression of Interests (EoIs) for Empanelment of Suppliers for supply of of Frame loom and Handloom Accessories in various Block Level clusters throughout the Kerala State under National Handloom Development Programme (NHDP)/Comprehensive Handloom Cluster Development Scheme (CHCDS) through the CPP Portal www.eprocure.gov.in/eprocure/app

For any technical related queries please contact
CPP Portal web site: www.eprocure.gov.in
CPP Portal Help Desk No.: 0120-4200462, 0120-4001002, 0120-4001005

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NOTICE INVITING E – TENDER

Tender Notice No.: MWSC/HL/Supplier Empanelment/5/2019

Sub: Inviting Expression of Interests (EoIs) for Empanelment of Suppliers for supply of Frame loom and Handloom Accessories in various Block Level clusters throughout the Kerala State under National Handloom Development Programme (NHDP)/Comprehensive Handloom Cluster Development Scheme (CHCDS) through the CPP Portal www.eprocure.gov.in/eprocure/app

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- 1 Weavers Service Centre (WSC), O/o Development Commissioner for Handlooms, Ministry of Textiles, Government of India, Chennai invites online bids on behalf of Weavers' Service Centre, Kannur from the interested entities through two bid system (Technical and Financial) for supply of Frame loom and Handloom Accessories to the weavers of Block Level Cluster, Kannur District, Kerala State under National Handloom Development Programme (NHDP)/Comprehensive Handloom Cluster Development Scheme where the 90% of the cost will be borne by the Ministry of Textiles, GoI (O/o The Development Commissioner for Handlooms, New Delhi) and 10% will be borne by the respective weaver. The main object of empanelment of the entities as approved suppliers is to have a broad based panel of technically capable, financially sound and reliable suppliers.
 - 2 The tender document may be downloaded from the CPP portal www.eprocure.gov.in/eprocure/app. But online bids must be submitted through CPP Portal www.eprocure.gov.in/eprocure/app. Offline/Manual bids will not be accepted. Bidders are advised to follow the instructions provided in the enclosed RFP. THE CRITICAL DATE SHEET is as under.

CRITICAL DATES

Publishing Date	10.10.2019 at 15.00 Hrs
Document Download Start Date and Time	10.10.2019 at 17.00 Hrs
Bid Submission Start Date and Time	11.10.2019 at 10.00 Hrs
Bid Submission End Date and Time	28.10.2019 at 15.00 Hrs
Fee/Technical Bid Opening Date and Time	29.10.2019 at 16.00 Hrs
Financial Bid Opening Date and Time	Will be intimated after evaluation of Technical Bid.

- 3 Bid documents may be scanned with 150 dpi in Colour option which helps in reducing size of the scanned document.
- 4 Bidders shall not tamper/modify the tender from including downloaded financial bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited and bidder will be blacklisted from doing any business with WSC, Chennai.
- 5 Bidders are advised to visit the websites of www.handlooms.nic.in and CPP portal (www.eprocure.gov.in/eprocure/app) regularly till closing date of submission of tender for any corrigendum/addendum/amendment.
- 6 **EMD (Earnest Money Deposit):** Earnest money deposit (EMD) in the form of BG (Bank Guaranty) valid for a minimum period of 120 days from the last day of submission, it should be minimum for 120 Days from the last date of submission of the bids, from the commercial bank in favour of “The Head of Office, Weavers Service Centre, Kannur payable at Chennai for Rs.10,000/- (Rupees Ten thousand only) taken from any Commercial bank and hard copy should be submitted to the Deputy Director, Weavers’ Service Centre, Press Club Road, Opp: BSNL Telephone Bhavan, Kannur - 670001 on or before the closing date and time of submission of bids and the soft copy of the Bank Guarantee must be uploaded along with other technical bid documents through e-procurement portal.

or

Micro and Small Enterprises registered for stores specified in the tender are **exempted from payment of earnest money** only on the submission of MSME registration certificate as applicable. This exemption is valid only if the Bidder submits a proof of UAM number allotted them.

- 7 **List of Items Required:** The list of items with their specification and quality are given in the Annexures-I, of the RFP enclosed.
- 8 **List of documents to be attached with bids :** Details are given in the RFP enclosed.
- 9 **Submission of bids:** Details are given in the RFP enclosed.
- 10 **Opening and Evaluation of bids:** Details are given in the RFP enclosed.

REQUEST FOR PROPOSAL (RFP)

Ref: Tender Notice No.: MWSC/HL/Supplier Empanelment/5/2019

Inviting Expression of Interests (EoIs) for Empanelment of Suppliers for supply of Frame loom and Handloom Accessories in various Block Level clusters throughout the Kerala State under National Handloom Development Programme (NHDP)/Comprehensive Handloom Cluster Development Scheme (CHCDS) through the CPP Portal www.eprocure.gov.in/eprocure/app

1. Background

The handloom sector is the second largest employer in India. This sector is unorganized and dispersed. For improving the quality of the fabric and enhancing the productivity, Ministry of Textiles is providing financial assistance to handloom weavers for Technological up-gradation of looms & accessories under Hathkargha Samvardhan Sahayata component. The Office of DC (Handlooms) is taking up-gradation of handlooms under National Handloom Development Programme (NHDP)/Comprehensive Handloom Cluster Development Scheme (CHCDS).

Government of India will provide financial assistance to the extent of 90% of the cost of looms/accessories and remaining 10% will be borne by the weavers. [Accordingly, it has been decided to invite technical and financial bids on the basis of scope of work and eligibility criteria.

New guidelines of Hathkargha Samvardhan Sahayata (HSS) issued by office of DC (Handlooms) are available on the website www.handlooms.nic.in

2. Empanelment of Suppliers

For supply of identified item mentioned in Annexure – I, Expression of Interests (EoIs) are invited from interested entities manufacturing Frame loom and Handloom Accessories

3. Scope of Work

To supply specified quality loom/accessories to the applicants (weavers) as per the specifications mentioned in the RFP and supply order within 2 months of receipt of their 10% financial contribution. Supplier shall ensure delivery & installation of looms/accessories with prior intimation to weavers/beneficiaries through SMS etc.

4. Frame loom and Handloom Accessories Specifications

- Frame loom and Handloom Accessories supplied should be new of good quality and comply with the parts specifications and quality norms as attached in Annexure – I, A sample of items shall be submitted as per specifications to the Weavers' Service Centre, Kannur .
- Supplier needs to stamp/emboss/engrave the item(s) supplied by him with a unique code for identification. Quality of item will be checked by weaver at the time of taking delivery and has to fulfill the weavers' satisfaction.

- Any deviations found from approved specification and quality of the items during course of implementation will result in debarring of the supplier from empanelment along with suitable penalty as decided by Weavers' Service Centre, Chennai.
- All items should carry a warranty of one year against any manufacturing defects from date of Installation/ Commissioning.

5. Eligibility Criteria for submission of EoI

- a) The Supplying entity should be a registered entity/agency.
- b) The entity must have GST registration.
- c) The Supplying entity should have minimum two years' experience (i.e. for the years 2016-17 and 2017-18) in manufacturing of Frame loom and Handloom Accessories which bids are submitted.

6. Information to the Bidders on E-tendering

Online bids must be submitted through CPP Portal www.eprocure.gov.in/eprocure/app. Offline/Manual bids will not be accepted.

a) Detailed Process to Registration/Search/Preparation/Submission of the tender through the following process

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

Registration :

- i. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <http://eprocure.gov.in/eprocure/app>) by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal is free of charge.
- ii. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- iii. 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.
- iv. Upon enrolment, the bidders will be required to register their valid digital Signature Certificate (DSC) (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.

- v. 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 DSCs to others which may lead to misuse.
- vi. 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 of Tender Documents:

- i. 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.
- ii. 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/email in case there is any corrigendum issued to the tender document.
- iii. 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

- i. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- ii. 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.
- iii. 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/JPG formats. Bid documents may be scanned with 150 dpi with colour option which helps in reducing size of the scanned document.
- iv. 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, audited balance sheet, GST registration, etc.) has been provided to the bidders. Bidders can use "My Space" or "Other important Documents" 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

- i. Bidder should log into the site well in advance for bid submission so that he/she can 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.
- ii. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- iii. The bidder has to select the payment option as “offline” to pay the EMD as applicable and enter details of the instrument.
The Bidder should prepare the EMD as per the instructions specified in the tender document. The original should reach the concerned official of the WSC, Kannur on or before the closing date and time of submission of bids. The details of the Bank Guarantee (format of Bank Guaranty is at Annexure-III) from commercial bank and the instrument, physically sent, should tally with the details available in the scanned copy & the data entered during bid submission time. Otherwise the uploaded bid will be rejected.

Or

Micro and Small Enterprises registered for stores specified in the tender are **exempted from payment of earnest money** only on the submission of MSME registration certificate as applicable. This exemption is valid only if the Bidder submits a proof of UAM number allotted them.

- iv. A standard Bill of Quantity (BoQ) format for financial bid has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the BoQ format provided and no other format is acceptable. Bidders are requested to download the BoQ file, open it and complete the white colored (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.
- v. The server time (which is displayed on the bidder’s 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.
- vi. 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. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- vii. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

- viii. Upon the successful and timely submission of bids (i.e. after clicking “Freeze Bid Submission” in the portal), 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.
- ix. 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 by the bidder or his authorized signatory or his authorized representative (the authorized representative must carry the authorization letter signed by the bidder or his authorized signatory) for any bid opening meetings.

The on-line bids both Technical Bid and Financial bid duly furnished in COVER-I & COVER-II respectively should be uploaded by the due date and time as per the schedule given in Critical Date Sheet. Tenders should not be submitted offline.

One Sample of each item shall be submitted as per the specifications to the WSC, Kannur on or before the closing date and time of submission of bids.

7. Documents to be Attached to Cover I (Technical Bid)

The scanned copies of the following documents must be uploaded in the technical bid:

The scanned copies of the following documents must be uploaded in the technical bid:

- i. Earnest money deposit (EMD) in the form of Bank Guaranty of Rs. 10,000/- (Rupees Ten thousand only) in favour of “The Director, Weavers’ Service Centre, Ministry of Textiles, Chennai” obtained from any Commercial bank payable at Chennai, should be for a period of minimum 120 Days from the last date of submission of the bids (format of Bank Guaranty is given at Annexure-II). The soft copy of the Bank Guarantee must be uploaded online and Original Hard Copy of the Bank Guarantee must be submitted to Deputy Director, Weavers’ Service Centre, Press Club Road, Opp: BSNL Telephone Bhavan, Kannur - 670001, on or before the closing date.

Or

Copies of the (a) MSME registration certificate as applicable (b) Proof that the bidder is registered with the Udyog Aadhaar Memorandum UAM Number.

The MSEs are exempted from payment of earnest money, subject to uploading of above documents.

- ii. Copy of the Registration Certificate of the Agency.
- iii. Copy of the valid GST Registration certificate of the Agency
- iv. Copy of the PAN card of the Agency.
- v. Copy of audited Balance sheet and Profit and Loss account of last 3 years (2015-16, 2016-17 and 2017-18) audited by the Chartered Accountant.
- vi. Copy of Income tax returns filed for the last 3 Assessment years (2016-17, 2017-18 and 2018-19)

- vii. Copy of supply orders and proof of their execution by the Agency for the items for which bid is submitted for proof of minimum 2 years' experience. (i.e for the years 2016-17 and 2017-18)
- viii. Details of the Supplier of Frame loom and Handloom Accessories Annexure II duly signed by the Authorized Signatory. The bidder should note that item (proposed to be supplied) must be selected only from the list of item mentioned in Annexure I.
- ix. Acceptance Letter of RFP in Annexure-IV duly signed as a token of acceptance.
- x. Power of attorney for the authorized signatory duly signed by the proprietor of the entity in Annexure V
- xi. Undertaking for the non-blacklisting duly signed in Annexure VI

Note:

1. **A Sample of item Frame loom and Handloom Accessories shall be submitted as per the specifications to the The Head of Office, Ministry of Textiles, Government of India, Weavers' Service Centre, Press club Road, Opp: BSNL Telephone Bhavan, Kannur-670001 on or before the closing date and time of submission of bids, for demo and evaluation.**
2. **In case the bidder fails to submit any of the documents or to submit sample of items as stated above or fails to demonstrate the successful working of items, the other part of their tender i.e. 'COVER-II' shall not be considered for further download and shall be rejected straightway without any further reference. The Technical Bids and other documents i.e. 'COVER-I' will be downloaded and evaluated at the first stage to select the technically capable and competent bidders. At the second stage, Financial/Price Bid i.e. COVER-II of only the technically accepted offers will be downloaded and evaluated further. After opening of COVER-I, if all the Bids are found technically unacceptable, the Financial (Price Bid) i.e. COVER-II submitted by the bidders against this tender shall not be opened/downloaded for obvious reasons.**

8. Documents to be submitted in Cover II (Financial Bid)

Schedule of Price Bid in the form of attached Bill of Quantity (BoQ). The Proforma provided in the CPP Portal must be downloaded and filled in and digitally signed and uploaded online by the bidder.

9. Assistance to Bidders

- Any queries relating to the tender document and the terms and conditions contained therein should be addressed to The Director, Weavers' Service Centre, C-1-B, Rajaji Bhavan, Besant Nagar, Chennai or to The Deputy Director, Weavers' Service Centre, Press Club Road, Opp: BSNL Telephone Bhavan, Kannur – 670001.
- Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24 x 7 CPP Portal Helpdesk. The contact number for the helpdesk is **0120-4200462, 0120-4001002, 0120-4001005.**

10. Process of Empanelment of Suppliers

- i. Technical Bids will be opened and evaluated by the Evaluation Committee. The bidders must demonstrate the working of items before the evaluation committee. The bidders fulfilling eligibility norms, submitted sample(s) as per specification and quality on or Before the closing date of submission of bids and successfully demonstrated the working of items will be technically eligible and the names of the technically eligible bidders will be published through the CPP portal.
- ii. Date of opening Financial Bid will be informed by the Evaluation committee.
- iii. Only Financial bids pertaining to the technically eligible bidders will be considered for opening and evaluation by the committee.
- iv. The bidders who have quoted the lowest price for a specific item will be declared as L1 for that particular item. Thereby there may be different L1 for different items.
- v. The empanelment of suppliers will be done based on the price of L1 if it is found reasonable. If it is found not reasonable, negotiation with the L1 party may be carried out, and the price of the item will be fixed accordingly. As the Quantities of the material are to be supplied at a short notice and to give wider choice to the different weavers of different clusters and outside clusters, the other eligible bidders may also be counter offered to supply at the above fixed price by the tender evaluation Committee. If some/all of the eligible bidders accept to supply at the above price, then those parties who have accepted for supply of the material may also be considered for empanelment along with the L1 party and the L1 party should not have any objection for the above condition as this is only for empanelment of Suppliers.
- vi. The prices quoted should be valid for minimum one year with a provision for extending the same for second year by the WSC, Kannur, subject to consent of the suppliers and satisfactory performance.
- vii. In financial bid, prices quoted need to be inclusive of all costs, including transportation, installation/fitting, taxes, duties etc.
- viii. The Evaluation Committee reserves the right to accept/reject any bid without assigning any reason
- ix. The decision of the Evaluation committee shall be final and binding on all the bidders

11. Delivery, Installation of Items and Payment

- i. After the empanelment, the suppliers shall have to exhibit and demonstrate the items, on their own cost, in the camps to be conducted by the WSC, Kannur. The Selected Handloom Weavers, after inspection of the exhibited/demonstrated item from the empanelled suppliers, shall choose their preferred item and pay 10% of the cost of the item preferably through RTGS/NEFT/UPI etc. to the supplier.

- ii. WSC, Kannur shall consolidate the supply order and place order with the supplier. Supply order shall contain details of the weavers i.e name, address, mobile number, name of the item(s) to be supplied with specification and cost, time limit for the delivery etc.
- iii. WSC, Kannur shall send the list of beneficiaries who have placed the supply order in prescribed format to the office of DC (Handlooms). Based on the details received from the WSC, Chennai, Office of DC (Handlooms) shall place 90% of the GoI share with WSC concerned as budgetary provision.
- iv. In accordance with the supply order and delivery schedule, supplier shall ensure delivery and installation of items, as per the specification and quality in the RFP, with prior intimation to the beneficiaries through SMS etc. within 30 days of depositing their 10% contribution under intimation to the WSC, Kannur. On being satisfied with the performance of the looms/accessories, the weaver will inform the WSC, Kannur for inspection within 7 days.
- v. Quality and physical verification of the items supplied shall be done jointly by the officials of the WSC, Kannur, the NHDC and State Directorate of Handlooms in presence of the supplier and the weaver.
- vi. If it is noticed that the item(s) supplied do not conform to the specifications and quality as per RFP, the WSC, Kannur shall have the right to reject the item(s) in part or full. The supplier shall be liable to replace the rejected item(s) within the stipulated time. Till the replacement is done, the rejected materials shall be lying at the risk, cost and responsibility of the supplier.
- vii. Balance 90% will be transferred to the supplier's bank account by the WSC, Kannur after satisfactory verification report. Funds already lying with the NHDC shall be utilized first for payment to the suppliers.

12. Warranty

One year from the date of supply of items. The supplier shall be liable to replace the items supplied or repair any defects within the warranty period free of cost.

13. Performance Security

The Empaneled Supplier will be required to deposit Performance Security for an amount of 5% of the value of the order in the form of Bank Guarantee (in original) from Commercial Bank in favour of "Head of Office, Weavers' Service Centre, Kannur" payable at Kannur. The same will be returned to the supplier 60 days after completion of all contractual obligations of the supplier including Warranty obligations. Format of the Bank Guarantee for performance security will be supplied along with the Purchase order.

14. Other Terms and Conditions

- i. In financial bid, prices quoted need to be inclusive of all costs, including transportation, installation, taxes, duties etc. The amount of taxes applicable should be clearly mentioned separately.
- ii. The prices quoted should be valid for minimum one year with a provision for extending the same for second year by the WSC, Kannur, subject to consent of the suppliers and satisfactory performance.
- iii. Periodical updates to the Weavers' Service Centre, Kannur regarding the progress of the supplies.
- iv. Confidentiality of the data provided by the Weavers' Service Centre, Kannur & Chennai should be maintained.

15. Rights of Weavers' Service Centre (WSC)

- WSC, Chennai reserves the right to accept/reject any or all bids received without assigning any reason whatsoever or may call for any additional information/clarification, if so required.
- WSC, Chennai reserves the right to amend or add the terms and conditions of the tender through corrigendum/addendum till the closing date and time of submission of bids on its own or in response to the clarification of the prospective bidders and these will be binding on all the bidders.
- WSC, Chennai reserves the right to unconditional withdrawal of the Tender notice at any stage.

16. Agreement Cancellation

- i. In the event of supplier willfully not supplying the items within 2 months after placing the supply order, Weavers' Service Centre, Kannur at its sole discretion shall cancel this agreement in writing and forfeit the earnest money along with suitable penalty.
- ii. In the event of supplier not supplying the items within 2 months after placing the supply order, WSC, Kannur at its sole discretion may cancel the supply order and this agreement in writing and forfeit the earnest money.
- iii. If any information furnished by the supplier is found to be incorrect/untrue or terms and conditions are violated, then the WSC, Kannur shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

17. Court Jurisdiction

This shall be subject to the exclusive jurisdiction of courts at Kannur, Kerala state.

18. Force Majeure

Should any Force Majeure circumstance arise, each of the contracting party shall be excused for the non-fulfilling or for the delayed fulfillment of any of its contractual obligations, if the affected party within 15 days of its concurrence inform the other party in writing.

Force majeure shall mean fire, flood, natural calamities or any other acts as war, turmoil strikes (as not limited to the establishment of the seller), sabotage, and explosion and quarantine restrictions beyond the control of either party.

19. Miscellaneous

In case of any further clarification or information, following may be contacted:

The Director,
Weavers' Service Centre,
C-I-B, Rajaji Bhavan, Besant Nagar,
Chennai- 600 090. Tamilnadu
Tel.No.044-24917964,
e.mail: wscchennai@yahoo.co.in

20. Arbitration & Reconciliation Act

In event of any dispute or difference between the parties hereto, such disputes or differences shall be resolved amicably by mutual consultation. If such resolution is not possible, then the unresolved dispute or difference shall be referred to arbitration of the sole arbitrator to be appointed by the Development Commissioner (Handlooms), Ministry of Textiles, New Delhi. The provisions of Arbitration and Conciliation Act, 1996 (no.26 of 1996) shall be applicable to the arbitration under this clause. The venue of such arbitration shall be at Delhi or any other place, as may be decided by the arbitrator. The language of arbitration proceedings shall be final and binding on the parties. The expenses incurred by each party in connection with the preparation, presentation shall be borne by the party itself.

Pending the submission of and/ or decision on a dispute, difference or claim or until the arbitral award is published; the parties shall continue to perform all of their obligations under this agreement without prejudice to final adjustment in accordance with such award.

21. Disclaimer

- i. Though adequate care has been taken in preparation of this Request for Proposal (RFP) document, the entity submitting bids in response to this TENDER should satisfy itself that the information provided in the RFP document is complete in all respects.
- ii. The Director, Weavers' Service Centre, Chennai (Ministry of Textiles, Government of India) does not make any representation or warranty as to the accuracy, reliability or completeness of the information in this Request for Proposal document.
- iii. Neither The Director, Weavers' Service Centre, Chennai & Kannur nor their employees will have any liability to any prospective Agency/supplier/entity or any other person under the law of contract, tort, the principles of restitution or unjust enrichment or otherwise for any loss, expense or damage which may arise from or be incurred or suffered in connection with anything contained in this Request for Proposal document, any matter deemed to form part of this Request for Proposal document, the award of the Assignment, information or any other information supplied by or on behalf of D. C. Handlooms or their employees, to any consultant or otherwise arising in any way from the selection process for the Assignment.
- iv. The Director, Weavers' Service Centre, Chennai reserves the right to withhold or withdraw the process at any stage with intimation to all who submitted the Request for Proposal Application.
- v. The Director, Weavers' Service Centre, Chennai, reserves the right, without any obligation or liability, to accept or reject any or all the bids at any stage of the process, to cancel or modify the process or change/modify/amend any or all provisions of this Request for Proposal Document, at any time, without assigning any reason whatsoever.

LIST OF ITEMS REQUIRED
MWSC/HL/Supplier Empanelment/5/2019

S.no	Name of the item	Specification with materials details			# Indicative Quantity in Nos.
		Details	Size	No.of units per loom	
1	Frame loom-72 inches Reed space (Good quality of wood)	Vertical Wooden pillar	5''×5''x 6 feet	4	40 No.s
		Side Cross Frame	3.5''×2''x 6 feet	8	
		Back Rest	3''×2''	1	
		Front Rest	3''×2''	2	
		Warp Beam With Ratchet Wheel and paul (Malabar type)	4"diameter	1	
		Cloth Roller with ratchet wheel and handle -hexagonal (Malabar type)	4"diameter	1	
		Sley Race (Reed space-72'' and Shuttle Box-18'')	3''×2''x 9 feet	1	
		Sley Sword	3''×1.5''x 3½ feet	2	
		Reed Cap	3''×1.5"x 6 feet	1	
		Cross Frame of Sley (Top)	3''×1.5"x 7½ feet	1	
		Cross Frame of Sley (middle)	2''×1''x 5 feet	1	
		Treadles	4''×1.5"x 2 feet	2	
		Treadle Stand	3''×1.5x 9 feet	2	
		Weavers Seat	9''×1.5"x 7½ feet	1	
Weaver Seat Supporting Frame	3''×1.5"x 2 feet	2			
2	Furnishing weaving sley-60 inches reed space (Good quality of wood)	Sley Race (Reed space-60'' and Shuttle Box-18'')	3''×2''x 8 feet	1	87 No.s
		Sley Sword	3''×1.5''x 3½ feet	2	
		Reed Cap	3''×1.5"x 5 feet	1	
		Cross Frame of Sley (Top)	3''×1.5"x 6½ feet	1	
		Cross Frame of Sley (middle)	2''×1''x 4 feet	1	

#Quantity is indicative only

DETAILS OF THE SUPPLIER OF
Frame Loom And Handloom Accessories
(To be submitted in Agency's own letter head)

Ref: MWSC/HL/Supplier Empanelment/5/2019

1.	Name of Entity/Agency/Organization (Supplier)		
2.	Address		
3.	Name of Proprietor		
4.	Tele. No.	Office:	
		Residence:	
		Mobile:	
		Fax No.:	
		E.mail :	
5.	Year of Establishment of Agency/Organization		
6.	No. of years of experience in manufacturing handlooms/handloom accessories		
7.	GST Registration No. and Date of Registration.		
8.	PAN Card No. and Date of Issue		

9. Maximum capacity for supplying Handloom Accessories in a month

S. No.	Name of the Item (As per Annexure -I)	Monthly Capacity (in number)

10. Number of personnel employed	Technical	
	Non-technical	
11. Annual Sales Turnover of last three years supported by audited Balance Sheet (Rs. in lakh)	Year	Sales Turnover (Rs in Lakh)
	2015-16	
	2016-17	
	2017-18	

12. Profit of last three years supported by Audited Profit and Loss Account (Rs. in lakh)	Year	Profit (Rs. In lakh)
	2015-16	
	2016-17	
	2017-18	
13. Complete address of manufacturing facility/facilities		
14. Complete address of the retail shop, if any		
15. Details of Deposit of Earnest Money of Rs.10,000/- (Rupees Fifty Thousand)	Bank Guarantee No.	
	Dated:	
	Drawn on Bank: Branch:	
15. Details of MSME registration certificate and UAM number allotted them.	Date of Issue	
	Issuing Authority	
	UAM No.	
16. Any other specific information you would like to furnish		

This is to certify that I/we before signing this bid have carefully read the contents of the Bid Document and fully understood all the terms and conditions contained therein and undertake myself/ourselves to abide by the same.

I /We hereby declare that the information /facts provided is true, correct and to best of my/our knowledge and belief.

Note: Please strike out Not Applicable (N/A) against the columns, which does not relate, while filling up the above formats.

Date:

Place:

Signature of Bidder

Name of Bidder

Name of the firm/agency

Seal of Bidder

TO BE ISSUED ON 100 RUPEE STAMP PAPER

Earnest Money Deposit Bank Guarantee

(BANK GUARANTEE FORMAT)

Dated _____

Beneficiary: The Head of Office,
Ministry of Textiles, Government of India,
Weavers' Service Centre,
Press club Road, Opp. BSNL Office, Kannur- 670001

EMD Bank Guarantee No: _____

Whereas (Hereinafter called the "Bidder") has submitted their offer dated.....for the supply of (hereinafter called the "Bid") against the Buyer's Request for **Tender Notice No.: MWSC/HL/Supplier Empanelment/5/2019**

KNOW ALL MEN by these presents that WEof Having our registered office at are bound unto..... (Hereinafter called the "Buyer) in the sum of Rs.10,000/- (Rupees Ten Thousand Only) for which payment will and truly to be made to the said Buyer, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this..... day of..... 20.....

The conditions of obligations are:

- (1) If the Bidder withdraws or amends, impairs or derogates from the Bid in any respect within the period of validity of this tender.
- (2) If the Bidder having been notified of the acceptance of his tender by the Buyer during the period of its validity.
 - (a) If the Bidder fails to furnish the Performance Security for the due performance of the contract.
 - (b) Fails or refuses to accept/execute the contract.

We undertake to pay the Buyer up to the above amount upon receipt of its first written demand, without the Buyer having to substantiate its demand, provided that in its demand the Buyer will note that the amount claimed by it is due to it owing to the occurrence of one or both or more conditions, specifying the occurred condition or conditions.

This guarantee will remain in force upto and including 60 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

(Signature of the Authorized representatives of the Bank)

RFP ACCEPTANCE LETTER

(To be submitted in Agency's own letter head)

To
The Director, Weavers' Service Centre,
C-1-B, Rajaji Bhavan, Besant Nagar, Chennai.

Sub: Acceptance of Terms & Conditions of RFP for empanelment of Suppliers.

Ref: MWSC/HL/Supplier Empanelment/5/2019

Name of RFP/Work: - Empanelment of Suppliers for supply of supply of Frame loom and Handloom Accessories in various Block Level clusters throughout the Kerala State under National Handloom Development Programme (NHDP)/Comprehensive Handloom Cluster Development Scheme (CHCDS)

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'RFP/Work' from the web site(s) namely www.eprocure.gov.in/eprocure/app as per your tender notice, given in the above mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. 1 to 21 (including all documents like annexure(s) etc..) which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organization too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that our Firm/Agency/ has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
6. I / We certify that all information furnished by the our Firm/Agency is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract , without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

(Signature of the Bidder, with Official Seal)

FORMAT FOR POWER OF ATTORNEY FOR THE AUTHORISED SIGNATORY

(To be submitted in Agency's own letter head)

Ref: MWSC/HL/Supplier Empanelment/5/2019

To,

The Director,
Weavers' Service Centre,
Ministry of Textiles, Government of India,
C-1-B, Rajaji Bhavan,
Besant Nagar, Chennai.

Dear Sir,

With reference to Tender **MWSC/HL/Supplier Empanelment/5/2019** we hereby authorize the following person as authorized signatory to carry out necessary bid formalities with the Weavers' Service Centre with reference to this RFP and authorize to sign the bid documents and contract/ agreement with the Weavers' Service Centre, Chennai.

Thanking you,

Yours faithfully

Place:

Date:

(Signature of the Proprietor)

Name:

Designation:

Seal of the Agency

UNDERTAKING ON BLACKLISTING

(To be submitted in Agency's own letter head)

Ref: MWSC/HL/Supplier Empanelment/5/2019

It is certified that my firm/agency/company/entity has never been black listed by any of the Departments/Autonomous Institutions/Universities/Public Sector Undertaking of the Government of India or State Government and no criminal case is pending against the said firm/agency as on date.

Signature of the Bidder:

Place:

Name of the Authorized Signatory:

Date:

Name of the Firm/agency:

Seal of the Firm/Agency: