



भारतीय प्रबंध संस्थान बेंगलूर
INDIAN INSTITUTE OF MANAGEMENT
BANGALORE

NOTICE INVITING TENDER

(NIT No.PM/NIIMB/MDC/PQ/2021-22/10S)

WORK: Notice Inviting Tender for prequalification (Technical Bid) for Supply of Light Fixtures for New IIMB Campus at Survey No.47, Mahanthalingapura Village, Jigani (H), Anekal (T), Bengaluru. (This is about 28 KM from the existing IIMB Campus on Bannerghatta Road)

ISSUED TO:

Project Manager

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1. NOTICE INVITING TENDER

NIT No.PM/NIIMB/MDC/PQ/2021-22/10S

SCHEDULE FOR PREQUALIFICATION (TECHNICAL BID)-PART A

Sl.No	Particulars	Date
1	Release of Advertisement	25-10-2021
2	a) Date of issue of prequalification (technical bid) documents b) Technical bid document fees=Rs.1000/- plus 18% GST (non-refundable) c) Time for issue and receipt d) Place e) Last date of submission (i)Time (ii)place	a) 26-10-2021 c)10.00 to 16.00 hours d) PMC site office at IIMB campus 10-11-2021 Up to 16.00 hours PMC site office at IIMB campus
3	Intimation to prequalified Vendors for participating the online and reverse auction e-bidding process	15-11-2021
4	The prequalification documents downloaded from the iimb website (http://www.iimb.ac.in/tender_notices) should be submitted along with the prescribed tender document fee of Rs.1000+ 18% GST charges within the stipulated date and time. The document fee must be paid online. The bank details are as below. Bank Name- HDFC Bank Ltd Bank Street Address : J.P.NAGAR BRANCH,BANGALORE Branch Code : 0133 IFSC CODE: HDFC 0000133 Customer HDFC Bank a/c name: Indian Institute of Management Customer HDFC Bank a/c number: 01331450000019 Amount Remitted, Date and Reference to be enclosed in the Prequalification Document	
5	Pre-qualification document should be submitted in hard copy only with authorised signature and seal. Soft copy by mail / other modes will not be accepted of PQ document.	

Note: Only prequalified Vendors will be allowed to participate in the online financial e-bidding process

**SCHEDULE FOR FINANCIAL E-BIDDING - PART B
(Only for the Vendors prequalified in the Technical Bid)**

Sl.No	Particulars	Date
1	<p>Only Prequalified Vendors in Technical bid will be issued Financial bidding documents from PMC office at Existing IIMB Campus.</p> <p>Please note the rates should not be quoted in the hard copy of the document. The rates should be quoted online only.</p>	
2	<p>Issue of Financial e-bidding document comprising of GCC, BOQ, tender drawings, technical specifications etc for Supply of Light Fixtures.</p> <p>a) Date of issue of document b) Time of issue of document c) Place of issue of document d) EMD Amount – NIL as per Govt norms</p>	<p>16-11-2021 to 18-11-2021 10.00 to 16.00Hrs PMC site office at IIMB campus</p>
5	<p>a) Last date for Submission of Financial e-bidding document (hard copy only) with seal and signatures on all the pages of the documents without quoting rates in the BOQ</p> <p>b) Remittance of e-Tendering processing fee for Online Closed and Reverse Auction Bidding and Training</p> <ul style="list-style-type: none"> • e-Tendering fees = Rs.3500.00 • Registration fees = Rs.2000.00 • Digital Signature = Rs.4300.00 (optional) <p>18% GST is applicable for all the above charges.</p> <p>Vendors already possessing Digital Signature need not pay the Digital Signature fees.</p> <p>Processing Fees should be paid through online e-Payment using Credit/Debit card or Net banking Mode</p>	<p>a)Date:25-11-2021 b)Time: 10.00 to 16.00 hours c)Place: PMC site office at IIMB campus d)Contact No: 080-26993700/3551/3741</p>
6	<p>Last date of submission of online closed financial e-bids</p> <p>a) Date b) Time</p>	<p>a) 29-11-2021 b) 14:30 hours</p>

7	Opening of Online Closed Financial e-bids a) Date b) Time	a) 29-11-2021 b) 15.00 hours
8	Reverse Auction e-Bidding (As per e-biding conditions vide clause13 page30) a) Date b) Time	a) 29-11-2021 b)15.30to 16.30 hours

Project Manager
IIMB

2. LETTER OF SUBMISSION OF PREQUALIFICATION DOCUMENT
(TECHNICAL BID) (FORM-A)

From

To

The Director,
Indian Institute of Management Bangalore
Bannerghatta Road,
Bangalore-560 076.

Description of work: Notice Inviting Tender for prequalification (Technical Bid) for Supply of Light Fixtures for New IIMB Campus, Bengaluru.
(NIT No.PM/NIIMB/MDC/PQ/2021-22/10S).

Dear Sir,

Having examined the details given in pre-qualification press Notice and pre-qualification document for the above work, I/We hereby submit the pre-qualification document and other relevant information.

- 1) I/We hereby certify that all the statements made and information supplied in the enclosed forms and accompanying statements are true and correct.
- 2) I/We have furnished all information and details necessary for pre-qualification and have no further pertinent information to supply.
- 3) I/We submit the requisite certified certificate from bank and authorize IIMB, to approach the Bank issuing the certificate to confirm the correctness thereof. I/we also authorize IIMB to approach individuals, employers, firms and corporation to verify our competence and general reputation.
- 4) My/Our Tender shall be valid for a period of 90 days from the date fixed for the tender submission deadline in accordance with the Tender Document, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- 5) If my/our Tender is accepted, we commit to obtain a Performance Security in the amount as specified in the tender document for the due performance of the Contract and sign the agreement;
- 6) I/We understand that this Tender, together with your written acceptance thereof included in your letter of acceptance, shall constitute a binding contract between us, until a formal Contract is prepared and executed;

Signature of the contractor with seal

- 7) I/We understand that the suppliers who quote lowest in the online or reverse auction e-bidding will be considered for the final selection.
- 8) I/We hereby declare that, the entire work including Addendum/ Corrigendum, if any, shall be completed in all respect within the time limit specified in the NIT.
- 9) I/We here by authorize the Employer to get all bank guarantee verified and got confirmed from concerned Bank.
- 10) I/we undertake and confirm that our firm/partnership firm has not been blacklisted by any state/Central departments /PSUs /Autonomous bodies during the last 7 years of its operations. Further that, if such information comes to the notice of the department, then I/we shall be debarred for bidding in IIM Bengaluru in future forever. Also, if such information comes to the notice of department on any day before date of start of work, the Engineer-in-charge shall be free to cancel the agreement and to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee **(Scanned copy of this notarized affidavit to be uploaded at the time of submission of bid)**.
- 11) I/We undertake and confirm that eligible similar work(s) has/have not been got executed through another Vendor on back-to-back basis. Further that, if such a violation comes to the notice of Department, then I/We shall be debarred for tendering in IIM Bengaluru in future for ever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-in-Charge shall be free to cancel the agreement and to forfeit the entire amount of Earnest Money Deposit / Performance Guarantee.
- 12) I/We submit the certificates in support of our suitability, technical knowhow and capability for having successfully completed the works.
- 13) I have furnished all the contact information such as postal address, telephone and e mail etc.

Seal of Vendor

Date of submission:--

Signature(s) of Vendor(s)

3. DETAILS OF PREQUALIFICATION DOCUMENT FEE PAID (FORM-B)

Name of the scheduled bank _____

Amount paid: _____

Date: _____

Reference number: _____

Transaction ID: _____

Note: Please enclose the receipt of online transfer of prequalification document fees.

4. BRIEF PARTICULARS OF THE WORK

4.1 GENERAL

TENDER DOCUMENT FOR SUPPLY OF LIGHT FIXTURES AT
MDC BLOCK AT NEW IIMB CAMPUS.

Completion Time:

Sl. No	Location	Package	Completion period	Final date for Supply
01	New IIMB campus @ Survey no 47, Jigani	Supply of Light Fixtures	2 Months	31/01/2022

4.2 SCOPE OF WORK

The proposed scope of work shall include Supply of Light Fixtures

At IIMB New Campus :

MDC Block building @ survey no 47, Mahanthalingapura Village, Jigani
Hobli, Anekal Taluk, Bengaluru urban District.

(This is about 28 KM from the existing IIMB campus on Banneraghatta Road)

5. INFORMATION AND INSTRUCTIONS TO VENDOR

5.1 DEFINITIONS:

In this document the following words and expressions have the meaning Here by assigned to them.

- Employer, Institute, Authority, and IIM. Bangalore: Mean Indian Institute of Management, Bangalore acting through its Director or nominated person.
- Vendor: Means the individual, proprietary concern, partnership firm, private or public limited company applying for the pre-qualification."Year": means "Financial Year" unless stated otherwise.
- "PQ": means pre-qualification or Technical Bid

5.2 GENERAL INFORMATION:

- 5.2.1 (a) The prequalification (technical bid) document should be submitted to PMC office at IIMB in the form of hard copy only duly signed with seal. No softcopy shall be accepted from the Vendors.
(b) PQ document to be submitted within the stipulated date and time.
- 5.2.2 Incomplete details are liable to be rejected and no correspondence will be entertained during the process.
- 5.2.3 Language of tender: The language for submission of application should be English.
- 5.2.4 In the event of any firm wishing to withdraw from pre-qualification, the Vendor must return the document with an explanatory letter to the employer.
- 5.2.5 **Period of validity of tender:** Tenders shall be valid for 90 (Ninety) days from the last date of submission of the tender. IIMB will not be responsible for any costs or expenses incurred by Tenderers in connection with the preparation or delivery of Tenders. If any Tenderers withdraws his tender before the said period or issue of letter of acceptance/intent, whichever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the IIMB, then the IIMB will not consider such tenders for final selection and such suppliers will not be allowed to participate in future tenders of IIMB.
- 5.2.6 **Period for completion of work:** The duration for completion of project works is stated in Clause 4.1 from the date of Handing over of site upon issue of Letter of Award.
- 5.2.7 No cost of whatsoever will be paid towards site visits, etc, during pre-qualification/progress of the work.
- 5.2.8 While submitting the schedule duly filled in, the Vendor shall enclose latest copies of brochures and technical documentation giving more information about the firm.
- 5.2.9 The Vendor should organize for inspection of their works done at their own cost if required by the technical evaluation committee.
- 5.2.10 All information called for in the enclosed forms shall be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, this fact shall be mentioned against the relevant column. Even if no information is to be provided in a column, a "nil/not applicable/ no such case" entry shall be made in that column. If any

particulars/ queries are not applicable in case of the Vendor, it shall be stated as "not applicable". The Vendors are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information may result in the Vendor being automatically disqualified. Applications received late will not be entertained.

- 5.2.11 The application shall be page numbered and each page shall be signed & stamped.
- 5.2.12 Overwriting shall be avoided. Correction, if any, shall be made by neatly crossing out, initialling, dating and rewriting. Pages of the pre-qualification document shall be numbered. Additional sheets, if any added by the Vendor, shall also be numbered.
- 5.2.13 References, information and certificates from previous clients certifying suitability, technical knowhow or capability, quality of work of the Vendor shall be signed by an officer not below the rank of Executive Engineer or equivalent.
- 5.2.14 The Vendor may furnish any additional information, which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of pre-qualification document unless the specifically required by and asked for by IIMB.
- 5.2.15 Any information furnished by the Vendor found to be incorrect either immediately or at a later date, would render him automatically disqualified.
- 5.2.16 The pre-qualification document in prescribed form duly completed and signed shall be submitted in a sealed cover. The sealed cover shall be super scribed "Pre-qualification of Vendors for the Supply of Light Fixtures".
- 5.2.17 Application for pre-qualification supported by prescribed annexure shall be submitted in sealed envelope duly super-scribed with the name of work, name & phone nos. of the Vendor and due date of opening.
- 5.2.18 Vendors are advised to keep visiting the IIM Bangalore's website from time to time (till the deadline for PQ bid submission) for any updates in respect of the Pre-Qualification notice, if any. Failure to do so shall not absolve the Vendor of his liabilities to submit its Pre-Qualification application complete in all respect including updates thereof, if any. An incomplete application may be liable for rejection.
- 5.2.19 IIM Bangalore reserves the right to verify the particulars furnished by the Vendor independently. If any information furnished by the Vendor is found incorrect at a later stage, he shall be debarred from tendering and taking up of any work in IIM Bangalore.
- 5.2.20 Documents submitted in connection with pre-qualification will be treated confidential and will not be returned.
- 5.2.21 After the technical evaluation, IIM Bangalore will to inform the prequalified Vendors who shall be eligible for issuance of tender documents for participation in the bidding process. IIM Bangalore is likely to provide a comparatively short time span for submission of the Bids for the Project. The Vendors are, therefore, advised to visit the site and familiarize themselves with the Project. Any Vendor may enquire about its qualification status which may be informed to it after the completion of Vendor selection procedure. However, IIM Bangalore is not bound to inform the Vendor regarding the reason for its non-qualification.

5.2.22 Arbitration:

In case, any dispute or difference shall arise between the parties during the progress of work or after construction or abandonment of the work as to the meaning of construction of this contract or touching or relating either to the said buildings or works, or to any other matter of thing arising directly or indirectly under this contract, then and in such an event the same shall be referred to arbitration by the Director of the Institute of Management Bangalore as the Sole Arbitrator who shall alone consider and determine the same and whose award shall be binding and conclusive upon both the said parties and this clause shall be deemed a submission within the meaning of the Arbitration and Conciliation Act, 1996, or statutory modification or re-enactment thereof.

5.2.23 The venue of arbitration proceedings shall be Bangalore.

5.2.24 It is further agreed between the parties hereto that the Bangalore Courts alone shall have the exclusive jurisdiction.

5.2.25 IIM Bangalore reserves the right to reject any or all prospective applications without assigning any reason and to restrict the list of pre-qualified Vendors to any number deemed suitable.

5.3 METHOD OF APPLICATION:

5.3.1 If the Vendor is a proprietary firm, the application shall be signed by the proprietor above his full typewritten name and the full name of his firm with its current address.

5.3.2 If the Vendor is a firm in partnership, the application shall be signed by all the partners of the firm above their full typewritten names and current addresses or alternatively by a partner holding power of attorney for the firm. In the latter case a certified copy of the power of attorney shall accompany the application. In both cases a certified copy of the partnership deed and current address of all the partners of the firm shall accompany the application.

5.3.3 If the Vendor is a limited company, the application shall be signed by a duly authorized person holding power of attorney for signing the application accompanied by a certified copy of the power of attorney. The Vendor shall also furnish a copy of the Memorandum & Articles of Association duly attested by a Public Notary.

5.4 FINAL DECISION MAKING AUTHORITY:

Director, IIM Bangalore reserves the right to accept or reject any application, to annul the pre-qualification process and reject all applications at any time, without assigning any reason or incurring any liability to the Vendors. IIM Bangalore reserves the right to reject any or all prospective Vendors without assigning any reason and to restrict the list of pre-qualified Vendors to any number deemed suitable.

5.5 PARTICULARS PROVISIONAL:

The particulars of the work given in “Sl.no.4 ” are provisional. They are liable to change and must be considered only as advance information to assist the Vendor to apply for proposed work.

5.6 SITE VISIT:

The Vendor is advised to visit the site of work, at his own cost, and examine it and its surroundings by himself, collect all information that he considers necessary for proper assessment of the prospective assignment.

5.7 TECHNICAL CRITERIA

A	<p>i)Registration: Registered firms / MSME with Authorised dealership</p> <p>ii)The supplier shall have satisfactorily completed following supplies (any one option out of three options given hereunder) during last seven (7) years commencing from 31.01.2014 and ending on 31.01.2021 (in the last 7 years ending on the last day of the month previous to the one in which the tenders are invited):</p>
AND	
B	<p>Work Experience: Intending Tenderers should have completed satisfactorily following works during last five years i.e after 01-01-2014, in India as below: -</p> <p>(a) One Similar work costing not less than 40 Lakhs</p> <p style="text-align: center;">OR</p> <p>(b) Two Similar works costing not less than 30 Lakhs each</p> <p style="text-align: center;">OR</p> <p>(c) Three Similar works costing not less than 20 Lakhs each.</p>
AND	
C	<p>Bank Solvency:</p> <p>Intending Tenderers shall submit a solvency certificate of Rs.40 Lakhs issued by their Bankers. The solvency certificate shall not be older than 90days from the last date of submission of bid.</p>
AND	
E	<p>Loss making entity:</p> <p>Intending Tenderers shall be a profit making company and Should not have incurred any loss in more than two years during the last five years ending 31st March 2021.</p>

5.7.1 Similar work shall mean “Supply of Light Fixtures & other related works etc.

5.7.2 Certificates:

- a). All Tenderers should submit the valid registration certificate. Commercial tax certificate, balance sheet with profit and loss statement for the last 4 years.
- b) The Tenderers shall also submit satisfactory completion certificates in support of each quoted experience along with work order. The satisfactory completion certificate should be signed by an officer not below the rank of Executive Engineer concerned in case of Government department or the rank of General Manager in case of public sector as the

case may be. In case of work from reputed private organizations, the copy of agreement, work order and the TDS Certificates shall be submitted along with the work completion certificate duly signed by the architect and client both.

- c) The bidder shall submit the certificates in respect of all ongoing/in hand works to be signed by an officer not below the rank of Executive Engineer concerned in case of Government department or the rank of General Manager in case of public sector as the case may be. A consolidated list of all such works shall be submitted by the bidder.
- d) All the documents to be submitted shall be duly notarized

5.7.3 Application from joint ventures and consortium shall be accepted.

5.7.4 The Vendor must submit an undertaking that the Vendor is not in default of payment of Statutory dues (other than disputed dues being contested by the Vendor) and that up to tax returns have been filed along with the payment of due taxes, and submit copies of such returns submitted to the IT department/ Department of Trade and Taxes.

5.7.5 As per the audited financial statement and after considering the impact of qualifications, the Vendor shall not have incurred any loss in during the last three financial years ending 31stMarch 2021.

5.7.6 Shall have sanctioned funds-based banking limit of at least Rs.40 Lakhs from scheduled banks. The Vendor shall submit a Certificate, not older than three months prior to 31stJuly 2021, issued by any scheduled bank in original.

5.7.7 Should not be black listed by any State/Central Govt. Department or PSU or Autonomous bodies. The Vendor must submit a duly notarized affidavit to this effect.

Applications received without this declaration in original shall stand automatically rejected.

5.8 EVALUATION CRITERIA FOR PRE-QUALIFICATION:

S.N	Attributes	Maximum Marks	Evaluation
(a)	Financial strength (Form "A" and "B")	Maximum 35 Marks	i) 60% marks for minimum eligibility criteria (ii) 100% marks for twice the minimum eligibility criteria or more In between (i) & (ii) – on pro-rata basis
	A : Turn Over (min 02 Cr)	25Marks	
	B: Solvency	10Marks	
(b)	Experience in similar nature of Work during last seven years (Form C) Supply of Light Fixtures & other related works.	Maximum 30 Marks	(i) 60% marks for minimum eligibility criteria (ii) 100% marks for twice the minimum eligibility criteria or more In between (i) & (ii) – on pro-rata basis
(c)	Authorised dealership	Maximum 35 Marks	
	Total	100 marks	

To be eligible for short listing the bidder must secure at least 50% in each and 60% marks in aggregate. IIMB however, reserves the right to restrict the list of bidders qualifying in technical bid evaluation to any number, as deemed suitable by it.

5.9 TENDER SUBMISSION:

- 5.9.1 After evaluation of pre-qualification applications, a list of qualified agencies will be prepared. Short listing of the bidders shall be done after thorough verification of their credentials and inspection of similar works carried out/in progress by them, through a Joint evaluation Committee. If required Thereafter, pre-qualified agencies only would be invited to submit bid for the work tendered.
- 5.9.2 IIM Bangalore, reserves the right, without being liable for any damages or obligation or informs the Vendor, to:
- (a) Amend the scope of work and/or value of contract to the Vendor.
 - (b) Amend the time for execution of work.
 - (c) Reject any or all the applications without assigning any reason.
- 5.9.3 Any effort on the part of the vendor or his agent to exercise influence or to pressurize the employer would result in automatic rejection of his application. Canvassing of any kind is strictly prohibited.
- 5.9.4 Any addendum/change in the schedule will be uploaded in IIMB website only.

The PQ (Technical bid) documents will also form part of the agreement

5.9 .List of Forms To be Attached

Sr. No.	List of forms	Form No.
1	Financial information	Form A
2	Form of bankers' solvency certificate from a scheduled bank	Form B
3	Details of all supplies of similar nature completed during the last seven years 31.01.2014 to 31.01.2021	Form C
4	Projects under execution or awarded	Form D
5	Tenderer's information sheet.	Form E
6	Declaration	Form F
7	Notarized affidavit of not been blacklisted by any state/Central departments /PSUs /Autonomous bodies during the last 7 years of its operations	
8	An undertaking that the Vendor is not in default of payment of Statutory dues	

FINANCIAL INFORMATION

Name of the firm / Vendor.....

- I. Financial Analysis-Details to be furnished duly supported by figures in balance sheet / profit & loss account for the last three years duly certified and audited by the Chartered Accountants, as submitted by the applicant to the Income Tax Department (Copies to be attached).

Fig in lakhs Rs

Sr. No.	Particulars	Financial Years		
		2018 - 19	2019 - 20	2020 - 21
(i)	Gross Annual turnover			
(ii)	Turnover on Elevators			

- II. Financial arrangements for carrying out the proposed work.
- III. Solvency Certificate from Bankers of bidder in the prescribed Form "B"
- (iv) Outstanding value of Work for the Financial Year 20-21 up to 31.03.2021
- (v) Outstanding Credit Limit for the Financial Year 20-21 up to 31.03.2021

SIGNATURE OF BIDDER(S)

Signature of Chartered Accountant with Seal

Signature of the contractor with seal

FORM OF BANKERS' SOLVENCY CERTIFICATE FROM A SCHEDULED BANK

1. This is to certify that to the best of our knowledge and information that M/s. / Shri
 having marginally noted
 address, a customer of our bank are / is respectable and can be treated as good for any
 engagement upto a limit of Rs..... (Rupees
)

2. This certificate is issued without any guarantee or responsibility on the bank or any of the
 officers.

4. (Signature)

5. For the Bank

NOTE:

- 1) Banker's certificate should be on letter head of the Bank, sealed in cover addressed to
 Director IIMB, Bengaluru
- 2) In case of partnership firm, certificate should include names of all partners as recorded
 with the Bank.
- 3) The certificate should not be more than 3 months old from the last date of submission bid.

**DETAILS OF ALL WORKS OF SIMILAR NATURE COMPLETED DURING THE LAST SEVEN YEARS i.e.
AFTER 31.01.2014**

Name of the firm / Vendor

Sl. No	Name of work / project and location	Owner or sponsoring organization	Cost of work in crores	Date of commencement as per contract	Stipulated date of completion	Actual date of completion	Litigation/ arbitration cases pending / in progress with details*	Name and Address (Postal & Email) / Telephone number of officer to whom Reference may be made	Remarks
1	2	3	4	5	6	7	8	9	10

Certified that the above list of works is complete and no work has been left out and that the information given is correct to my / our knowledge and belief.

Note:

The tenderers shall also submit satisfactory completion certificates in support of each quoted experience along with work order. The satisfactory completion certificate should be signed by an officer not below the rank of Executive Engineer concerned in case of Government department or the rank of General Manager in case of public sector as the case may be. In case of work from reputed private organizations, the copy of agreement, work order and the TDS Certificates shall be submitted along with the work completion certificate duly signed by the architect and client both.

SIGNATURE OF BIDDER(S)
WITH STAMP

PROJECTS UNDER EXECUTION OR AWARDED

Sl. No.	Name of work / project and location	Owner or sponsoring organization	Cost of work in crores	Date of commencement as per contract	Stipulated date of completion	Upto date percentage progress of work	Slow progress if any, and reasons thereof	Name and Address (Postal & Email) / Telephone number of officer to whom Reference may be made	Remarks
1	2	3	4	5	6	7	8	9	10

SIGNATURE OF BIDDER(S)
WITH STAMP

TENDERER'S INFORMATION SHEET

Tenderer's Information		
Tenderer's legal name		
Tenderer's legal address		
Tenderer's authorized representative (name, address, telephone numbers, fax numbers, e-mail address)	Name:	Address:
	Telephone : Fax :	E-Mail:
Tenderer's details of Incorporation	Place of incorporation/ registration:	Year of incorporation:
<p>Attached are copies of the following original documents.</p> <p><input type="checkbox"/> 1. Articles of incorporation or constitution of the legal entity named above.</p> <p><input type="checkbox"/> 2. In the case of government-owned entity, documents establishing legal and financial autonomy and compliance with commercial law.</p>		

Details of the office closest to Bengaluru(if available)

1.	Address of Office	
2.	Telephone :	Contact :
3.	Fax :	E-Mail :

Signature of bidder(s) with stamp

Designation: _____

Signature of Contractor.....

Signature of Employer.....

DECLARATION
(TO BE SIGNED BY THE TENDERER SUBMITTING THE TENDER
ON DOWNLOADED TENDER DOCUMENT)

I/We hereby declare and certify that:

1. I/We are submitting the tender in the tender document downloaded by me /us from the website & we certify that there is no change in formatting, numbering of pages etc. In the downloaded documents.
2. I/We are submitting the tender in the tender document which is exactly similar and identical to the one available on the website and also as available with the officer inviting tenders.
3. I / We have not made any modifications / corrections / additions / omissions etc in the tender documents downloaded from web by me / us.
4. I / We have checked that no page in the downloaded tender document is missing and all the pages as per web site are available & that all the pages of tender document submitted by us are clear & legible.
5. I / We have signed (with stamp) all the pages of the tender document before submitting the same.
6. I / we have wax sealed the tender documents properly before submitting the same.
7. I / We have submitted the application for issue of tender documents on the prescribed format separately along with the cost of tender documents and also the attested Xerox copies of the eligibility documents prescribed for respective work in the NIT.
8. I / We have read carefully & understood the entire Tender document including important instructions to the tenderers submitting the downloaded tender.
9. In case at any stage whatsoever at a later date it is found/ revealed that there is a difference in our downloaded tender documents from the original approved Tender Document, IIMB shall have the absolute right to take any action as deemed fit without any prior intimation to me / us.
10. In case at any stage whatsoever at a later date it is found that there is difference in our downloaded tender document from the approved Tender Document, we clearly understand that our work shall be liable to be cancelled and Earnest Money/ Performance Guarantee / Security deposit etc all are liable to be forfeited by IIMB and in such an eventuality I / We shall have no right or claim for any damages / compensation from IIMB on this account. Further in such case I / We may also be debarred by IIMB for further participation in the tendering in the concerned IIMB & be removed from the approved list of Vendors of IIMB

Dated.....

Signature of bidder(s) with stamp

6.. E-BIDDING CONDITIONS

E-Procurement/E-tendering

www.tenderwizard.com/IIMB

Vendor Help Manual

Ver 1.0

E-procurement Help manual for Tenders



Solution developed by

KARNATAKA STATE ELECTRONICS DEVELOPMENT CORPORATION LTD.

(A Govt. of Karnataka Enterprise)

Corp Office: 29/1, Race Course Road, Bangalore-560001

Phone: 080-22257201, Fax: 080-22200165 www.keonics.com




Website: www.tenderwizard.com/IIMB

Registration/Processing fee/dsc


1. **Click “Register me”, provide all the details.**
2. **Get the User id and password**
3. **Pay Rs.2360/- DD in favor of KSEDCL payable at Bangalore for activating the User ID and Password.**
4. **Digital Signature is mandatory to access the site. For buying please Contact No: 080-49352000/9686196760**

Tender Free view

To download the tender notifications and corrigendum free of cost from website, follow the steps given below:

5. **Click “TENDER FREE VIEW” on the home page.**
6. **Provide all or any one of the options like “Tender Number”, “Region”, “Estimated Cost”, “Request Dates (from and to)”, “Tender Submission date” or “any key words from Tender Description”**
7. **Click “Submit” to view the results. A list of tenders shall appear on the screen.**
8. **Click  to email the notification. Provide email ids, Subject and click “Send Mail” to send the notification to the required Id.**
9. **Click  to print the notification.**
10. **Click  to view the cost free documents.**

Login

11. **Click / Double Click  to open the Microsoft Internet Explorer (This icon will be located on the Desktop of the computer).**
12. **Or**
13. **Go to Start > Programs > Internet Explorer.**
14. **Type website address www.tenderwizard.com/IIMB in the address bar, to access the Login Screen.**

Participation

15. **One should have User id and password to participate in the tender online.**
16. **Enter the website using user id and password.**
17. **Click “Un Applied” to view / apply for new tenders.**
- 18.

Download Documents

19. **Click  to view the tender documents which are received by**

	<p><u>the user.</u></p> <p>20. <u>Tender document screen appears.</u></p> <p>21. <u>Click “Click here to download” to download the documents.</u></p>
<p><u>Upload files - Technical Sheet/Price Sheet/EMD/mandatory documents</u></p>	<p>22. <u>Click “Click here to Attach the General Documents” to upload all the documents which are already saved in the vendor profile. This is the important and first step to be performed to avoid disqualification.</u></p> <p>23. <u>Click “Click here to enter EMD Details” to feed the EMD details and upload the scanned EMD.</u></p> <p>24. <u>When the user finishes with the filling and uploading of scanned BG/DD, the “Red color” will automatically turn to “Black color” which reflects that the user is two steps ahead for the submission.</u></p> <p>25. <u>Click “Click here to Download Empty Document” to download the Technical/Price Sheet and fill the same without changing the “File Name” and save on to the computer.</u></p> <p>26. <u>Click “Click here to upload the Filled File”, select the filled file which was already filled and saved in the same name. Click “OK” to upload the filled Technical/Price Sheet to the tender.</u></p> <p>27. <u>Note that when the user uploads the filled Technical/Price Sheet, the “Red color” will automatically turn to “Black color” which reflects that user is ready for the final submission.</u></p> <p>28. <u>Provide all the mandatory documents requested by the official.</u></p>
<p><u>To Upload / attach the additional documents</u></p>	<p>29. <u>To attach the additional documents to any tender click “General document” and upload the same.</u></p> <p>30. <u>Attach the required documents to the concerned tenders from general document section to the tender document screen.</u></p>
<p><u>To Submit the Tender</u></p>	<p>31. <u>Prior to submission, verify whether all the required documents have been attached and uploaded to the particular tender or not because once submitted bids cannot be taken back.</u></p> <p>32. <u>Note down / take a print of bid control number once it displayed on the screen.</u></p>
<p><u>To participate for the opening</u></p>	<p>33. <u>Tender opening event can be viewed online.</u></p> <p>34. <u>Competitors bid sheets are available in the website for all the participated bidders.</u></p>
<p><u>Help Desk No’s</u></p>	<p>Bangalore : 080-409352013 / 09686196765(Prabhuswamy)</p> <p>Fax - 080-40482114</p>

KARNATAKA STATE ELECTRONICS DEVELOPMENT CORPORATION LTD

(M/s KEONICS)

(A Government of Karnataka Enterprise)

No 29/1, Race Course Road. Bangalore -560 001

Tel: 080-22262203, 22352608, 22257201 Fax: 080-22200165

Website: www.keonics.in E-Mail : Info@keonics.com

e-TENDER CONDITIONS



1.LETTER TO ALL THE FIRMS REGARDING E-TENDERING PROCESS:

Dear Sirs,

Karnataka State Electronic Development Corporation Limited (M/s KEONICS) now wishes to conduct an online tendering for above mentioned work, M/s KEONICS will provide your representatives with the entire key inputs and necessary training, so that you can successfully participate in this tendering process.

You shall get registered with M/s KEONICS by paying above said amount through e-payment using Debit/Credit/Netbanking to **M/s KEONICS, Bangalore**.

The e-tendering process requires possession of Digital Signature Certificate. M/s KEONICS will assist in procuring the same. Other firms, including those registered with IIMB or M/s KEONICS do not automatically qualify for participation.

The e-tendering process as envisaged consists of the following steps which are indicated below:

e-Tendering / Electronic Tendering / Web Tendering / Online Tendering is the simulation of the manual tendering process on the internet. i.e. the eligible firms can log on to the internet site specified using unique user name and password and place their Commercial bids. The eligible firms will be trained by M/s KEONICS personnel on the procedure of submitting the bids online. The bids placed by the firms are confidential and will be opened by the authorized official using a special electronic key / password at the date and time specified and not earlier than that. No other person can gain access to the information regarding the bids, which is confidential in nature.

Closed online bid: The Firms are requested to upload their individual item based on the % rate arrived at by them for individual item online during the date and time stipulated in the Financial Document.

The lowest bid will be determined from among the closed bids and the lowest tender of the online bid.

In case, increase on difference in % rate quoted in Financial Bid (hard copy) and online bid submission, the % rate quoted in the online submission will prevail.

As we understand, there are essentially two differences between this and the equivalent process.

The bid would be submitted online by you while operating from your work desk instead of the traditional mail/fax/face to face/paper means. All you need is a PC with a browser interface and an Internet connection.

Instead of a one-time best price bid, you will now be able to interact and react on the spot to the changing competitive bids, thereby taking advantage of the intrinsic transparency in the whole process.

As you can see, there are three very conspicuous gains in adopting this process as a transacting tool.

Considerable reduction in demands on your time, which otherwise would have been spent on many price negotiations. This also will lead to quicker order finalization at your end.

1. Reduction in your cost as you do not have to travel, to and from, to the offices of M/s KEONICS and there is no need to make those umpteen calls.
2. Complete transparency in the involved numbers amongst the operating community, leading to sound decisions.

We look forward to your enthusiastic response to this business opportunity and your active participation in the online e-tendering event. We believe this process is futuristic and now-a-days, the future seems to be approaching all of us within days!

Yours sincerely,

M/s KEONICS

(No signature is required, as the document is computer generated)

Note: "Tender" will be decided on the data available from online Closed Bid.

2. Contact Information:

e-Tender Queries
Karnataka State Electronic Development Corporation Limited (M/s KEONICS) (A Government of Karnataka Enterprise) No 29/1, Race Course Road. Bangalore -560 001 Tel: 080-22262203,22352608,22257201 Fax: 080-22200165 Website: www.keonics.in E-Mail : Info@keonics.com Contact Person: Mr. Prabhuswamy - 96861 96760 and 08049352000

3. Process Instructions:

e-Tendering Process:

Technically qualified Firm shall be trained by M/s KEONICS personnel on the procedure for placing their commercial bids online.

After attending the training, the Firm are advised to place their bids online before the time frame specified in the tender document.

- A. Closed online bids:

Only e-Tendering will be conducted for obtaining the price bids. The eligible Firm are required to send a declaration online regarding compliance to the terms and conditions while placing the closed online bids. The Firm are required to upload their bids % rate as worked out by them, online within the date and time stipulated in the Financial Bid Document.

4. Closed Online Bid:

Sl.No.	Closed Online Bid
1	Firms must register in M/s KEONICS' Tender Service Provider Website as per the training given by M/s KEONICS. Firms are advised to make a note of their User Name and Password after the registration. The username and password are case sensitive. The Firms are requested to change the password and also not to reveal the same to anyone else.
2	Closed online Bid: The Firms shall send their declaration regarding compliance to the terms and conditions online before submitting the closed online bid. In the closed online bid, the Firms are required to upload their bid item rates.

5. E-Tendering Process Compliance Statement:

(This statement must be filled and duly signed by the Firms and submitted to M/s KEONICS along with signed hard copies of declaration regarding compliance to Terms & Conditions)

The following terms and conditions are deemed as accepted by the Firms on participation in the bid event:

The Firms are required to upload their individual item based on the % arrived at by them for individual item online during the date and time stipulated in the Financial Bid Document.

1. The Firms cannot change price once submitted.
2. The Firms are deemed to have accepted the auction rules on participation at the bid event. M/s KEONICS will make every attempt to make the bid process transparent. However, the award decision by the IIMB would be final and binding.
3. Technical and other non-commercial queries (not impacting price) can be routed to the respective contact personnel of IIMB indicated in the tender document. Bidding process related queries could be addressed to M/s KEONICS personnel indicated in the tender document.
4. It is brought to your attention that the bid event will lead to the price discovery.
5. The other terms and conditions are indicated in the tender document supplied by you.
6. You need to submit the declaration regarding the tender terms and conditions and the closed commercial tender in a sealed cover with signature and company seal (without quoting rates) to IIMB as per the time frame indicated.
7. Inability to bid due to telephone line glitch, Internet response issues, software or hardware hangs will not be the responsibility of M/s KEONICS. However, M/s KEONICS shall make every effort to ensure availability of technology resources to enable continuous bidding. You can call customer care at M/s KEONICS and make a proxy bid if internet connection is down. However, this has to be confirmed and endorsed by you using alternative communication such as fax or e-mail immediately. M/s KEONICS does not guarantee continuous, uninterrupted or secure access to its services, and operation of the site may be interfered with by numerous factors out of its control.
8. M/s KEONICS does not take responsibility beyond the bid event. Order finalization and post order activities would be transacted directly between you and IIMB.
9. Your participation in a bid event is by invitation from IIMB and M/s KEONICS.
10. Bids once made cannot be withdrawn or modified under any circumstances. In the case of a bid being withdrawn action will be initiated as per the tender conditions. M/s KEONICS reserves the right to either initiate a fresh auction or enter into negotiations with the remaining Firms in addition to any other action that may be taken by M/s KEONICS.
11. M/s KEONICS can decide to extend, reschedule or cancel an auction.

12. M/s KEONICS, neither any related company, nor any of its owners, employees or other representatives will be liable for damages arising out of or in connection with the use of this site. This is a comprehensive limitation of liability that applies to all damages of any kind, including (without limitation) compensatory, direct, indirect or consequential damages and claims of third parties.

Note: In case of any operational problems during the submission of closed online bids is under progress, the same may have to be reported to M/s KEONICS immediately. The decision to reschedule, postpone or cancellation of the entire process will be taken by M/s KEONICS based on the merit of such reports. In case of temporary suspension, when the closed online bids to be restarted, will be intimated to the Firms on M/s KEONICS website. The process will come to an end after a waiting period of 30 minutes for the Firms to register any protest. Therefore the Firms are advised not to logout from their PC's till an announcement is made regarding the closure of whole process in a complete manner in M/s KEONICS website.

In case of postponement or cancellation the same will be intimated to the Firms over M/s KEONICS website. The Firms are advised to visit M/s KEONICS website for the Minutes of Pre-bid Meeting, Circulars and Corrigendum etc.

I/We have read, understood and agreed to abide by the e-tendering process Compliance Statement.

Date :

Organization :

Name :

Designation :

Signature :

Seal :

13. REVERSE AUCTION E-BIDDING CONDITIONS:

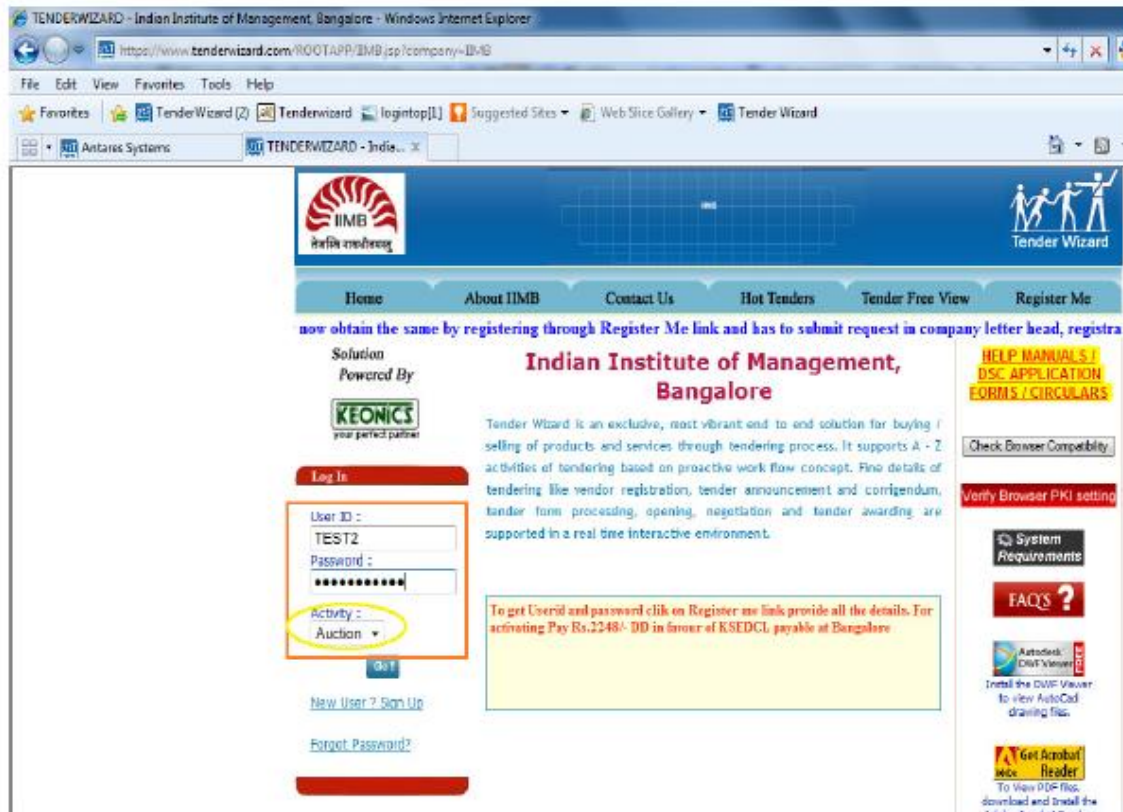
- a) Reverse Auction e-bidding is not compulsory.
- b) The participation of prequalified Vendors in online closed e-bidding is compulsory for further participation in the Reverse Auction e-bidding.
- c) The prequalified Vendors are not allowed to quote below 85% of the estimated cost of the project.
- d) The online closed e-bidding will be opened as per schedule and the lowest offer received will be the amount put to Reverse Auction e-bidding.
- e) If the second lowest quote is less than or equal to 1.05 times of Lowest quote, there will be a reverse auction.
- f) All prequalified Vendors who participated in online closed e-bidding process and submitted the valid quote are allowed to participate in reverse auction e-bidding provided their e-bidding quote is less than or equal to 1.05 times of Lowest quote. Prequalified Vendors who quoted above 1.05 times of Lowest quote are not allowed to participate in reverse auction e-bidding.
- g) The minimum decrement value is Rs.10,000 /- for supply of Light Fixtures New IIMB Campus.
- h) The Vendor participating in the reverse auction e-bidding will not be allowed to quote below 85% of the estimated value of the contract.
- i) Once the reverse auction quote hits 85% of the estimated value of the contract, all remaining participating Vendors in the reverse auction e-bidding will be allowed to give their quote equal to 85% of the estimated value of the contract. If there are more than one Vendor quoting 85% of the estimated value of the contract, the Vendor will be selected on the basis of Vendor having higher points in the technical bid.
- j) If the Lowest quote is equal to 85% of the estimated value of the contract, all Vendors whose quote is less than or equal to 1.05 times of Lowest quote will be allowed to give their quote equal to Lowest quote and successful Vendor will be decided on the basis of Vendor having higher points in the technical bid.

Reverse Auction – IIMB

Vendor Help Manual

Type website name : www.tenderwizard.com/IIMB

Enter **User ID & Password** then select Activity as "Auction" as shown in figure.



Select the Company by using Dropdown list & click on submit button as shown in below figure.

