

**GOVT. OF ASSAM
OFFICE OF THE DIRECTOR,
FIRE & EMERGENCY SERVICES, ASSAM, GUWAHATI.**

NOTICE INVITING TENDER

Sealed Tenders in **TWO BID SYSTEM** affixing Court fee stamp of Rs. 8.25 (Rupees eight and paise twenty five) only are invited from firms/ suppliers, **for supply of Fire Fighting Equipment {200 (Two hundred) Nos. Fire Fighter Helmet}** as per Technical Specification and Terms & Conditions described hereunder.

The Bids may be sent by Speed Post/ Registered Post/ Courier Services or in person in sealed cover addressed to **“Director, Fire & Emergency Services, Assam, Panbazar, Guwahati-1”**. Tenders received after the closing date & time shall not be entertained. The Director, Fire & Emergency Services, Assam shall not be responsible for any postal delay. N.I.T. will also be available in departmental website i.e. www.asfso.org

1) LAST DATE FOR RECEIPT OF TENDERS & OPENING OF TECH. BID:-

Sealed Tenders in 2(two) separate covers i.e. Technical Bid and Price Bid will be received till **03.12.2014 up to 3 PM** by the Director, Fire & Emergency Services, Assam, Panbazar, Guwahati-1. **The Technical Bid will be opened on the next working day at 11.00 hrs.**

2) ELIGIBILITY CRITERIA:-

- a) Bidder shall be an Original equipment manufacturer (OEM)/ authorized distributor or dealer of an OEM having at least 3(three) years experience in supply of Fire Fighting Equipment.
- b) Manufacturer of the Fire Fighting Equipment must have ISO 9001:2008 certifications for design, manufacturer and marketing of Fire Fighting Equipment.
- c) Annual turnover of the manufacturer during the last 3(three) financial years shall not be less than Rs. 50,00,000/- (Rupees fifty lakh) only.
- d) In case the bidder is an authorized dealer of the manufacturer, the bidders average annual turnover during the last 3(three) financial year shall not be less than Rs. 50,00,000/-.
- e) Bidder should have at least 2(two) years experience in supply of Fire Fighting Equipment.
- f) Any Bidder/ Firm/ Dealer which has been blacklisted either by the Tender Inviting Authority or by any State Government or Central Government Organization should not participate in the tender during the period of blacklisting.

3) TECHNICAL SPECIFICATION:-

The “Technical Specifications” are given at **Annexure-I**.

4) **TECHNICAL BID COVER “A”**

The bidder should furnish the following in a separate cover herein called “Cover A”. Court Fee Stamp of Rs. 8.25 must be affixed.

a) **Earnest Money:-**

Bids must be accompanied by Earnest Money Deposit (EMD) in the form of Demand Draft/ Bankers cheque in favour of Director, Fire & Emergency Services, Assam payable at Guwahati. EMD submitted in any other form or bids without EMD shall not be entertained. The amount of EMD shall be Rs.10,000/- (Rupees ten thousand) only. The EMD of the successful bidder shall be retained till completion of the supply and accepted by this department and shall not carry any interest. If the successful bidder fails to execute the agreement and/or fails to deposit the security amount within the specified time or withdraws his bid within the validity period of the bid, the EMD shall be forfeited. The EMD of the unsuccessful bidders will be returned within 30 (thirty) days after the finalization of the tender.

b) **Manufacturing/ Trade License**

Attested/notarized copy of valid manufacturing License/ Trade License issued by the competent Licensing Authority.

c) **Power of Attorney to sign (of Bidder)**

Instruments such as Power of Attorney, Resolution of Board etc. authorizing an officer of the bidding firm to be enclosed with the bid and such authorized officer should sign the bid documents.

d) **Sales Tax/VAT and Service Tax Registration**

Attested/ notarized up to date copy of Sales Tax/ VAT Registration Certificate and Service Tax Registration Certificate along with up to date Sales Tax/ VAT Clearance Certificate.

e) **PAN Card**

- (i) Attested/ notarized copy of PAN Card.
- (ii) Income Tax return for last 2(two) years.

f) **Declaration**

Declaration in the form at **Annexure-II**.

g) **Details of Experience**

Information about supply of Fire Fighting Equipment in last 3 (three) years in the format at **Annexure-III** along with copies of work orders, completion/ performance certificates from the users.

h) **Quality Assurance Certificate**

Attested/ notarized copy of valid ISO 9001:2008 certification for design, manufacture and marketing of Fire Fighting Equipment.

- i) **Annual Turnover**
Annual turnover statement for last 3(three) financial years i.e. 2011-12, 2012-13 & 2013-14 along with concurrent commitment for the current financial year in the format given in **Annexure-IV** and certified by Auditor/ Chartered Accountant.
- j) **Details of Manufacturing Unit/ After Sales Service Facility**
Details of manufacturing Unit/ After Sales Service Facility in the specified format (Refer **Annexure – V**).
- k) **Undertaking on fraud & corruption**
Undertaking on fraud and corruption in the format **Annexure-VI**.
- l) **Agreed Terms & Conditions (Bidder)**
Agreed Terms & Conditions as per **Annexure-VII**.
- m) **Signature and Seal on Each Page**
The tender/bid document should be signed by the bidder in all pages with office seal and submitted with the bid.
- n) **Checklist of documents**
A checklist (**Annexure-VIII**) for the list of documents enclosed with their page number. The documents should be serially arranged as per this **Annexure-VIII** and should be securely tied or bound.

The bidder shall put above documents in a sealed cover superscribed as “TECHNICAL BID – COVER “A” TENDER FOR SUPPLY OF FIRE FIGHTING EQUIPMENT (FIRE FIGHTER HELMET) FOR FIRE & EMERGENCY SERVICES, ASSAM DUE ON and addressed to the Director, Fire & Emergency Services, Assam, Panbazar, Guwahati-781001.

- o) **Technical demonstration and presentation**
The bidders will have to arrange for technical and practical demonstration of the samples of the item quoted after opening of Technical Bid at their own cost at the place and date to be fixed by the Tender Inviting Authority. The bidders who fail to arrange/ participate in the technical and practical demonstration will be treated as rejected and only after satisfactory practical demonstration, the Price Bid of Bidder will be opened in presence of their authorized representative accordingly.

5) PRICE BID – COVER “B”

Cover “B” shall contain the Price Bid of the bidder.

- (i) **Signature and Seal on each page**
Each page of the Price Bid should be duly signed by the bidder affixing the office seal.

(ii) **Signature on correction**

Bid should be typewritten neatly and every correction in the bid should be attested with full signature by the bidder, failing which the bid will be ineligible, corrections done with correction fluid should also be duly attested.

(iii) **Rates quoted**

The bidder shall submit the dully signed Price Bid (Cover-B) in a sealed cover in the format at **Annexure – IX**. The rates quoted shall be inclusive of transit insurance and any other charges. The amount of Tax/CST/VAT should be indicated separately.

6) **COVER FOR TECHNICAL BID & PRICE BID**

The two separately sealed covers (Technical Bid (Cover “A”) and Price Bid (Cover “B”) shall be placed together inside another cover which shall be sealed and superscribed as “TENDER FOR SUPPLY OF FIRE FIGHTING EQUIPMENT (FIRE FIGHTER HELMET) FOR FIRE & EMERGENCY SERVICES, ASSAM DUE ON and delivered at the office of the Director, Fire & Emergency Services, Assam, Panbazar, Guwahati-781001.

7) **OPENING OF COVER “A” AND COVER “B” OF TENDER**

(a) Bidders or their authorized representatives are entitled to be present on the date and time of opening of Technical Bid – Cover “A”.

(b) Only those bidders whose Technical Bids are found acceptable after technical evaluation will be invited to be present at the date and time of opening of Price Bid – Cover “B”. The price bids of bidders are not found technically qualified will not be opened.

8) **VALIDITY OF OFFER OF SUCCESSFUL BIDDER**

The validity of offer of the successful bidder shall be 1(one) year from the date of finalization of the order and the successful bidder will be bound to supply of Fire Fighting Equipment at agreed rates and terms during this period. This validity period may be further extended by 1(one) year with mutual consent.

9) **OTHER CONDITIONS**

(i) **Item Details & Quantity**

The details of items with specifications shown in **Annexure-I**. The quantities mentioned are indicative and may increase or decrease as per requirement of Tender Inviting Authority as per CVC guidelines.

(ii) **No Revision/Correction of Quantities**

No bidder shall be allowed at any time on any ground, whatsoever, to claim revision or modification in the quantities quoted by him. Representation to make correction in the tender documents on the ground of clerical error, typographical error etc., shall not be entertained after submission of the bids.

(iii) **Firm Delivery Schedule**

Firm delivery schedule shall be mentioned in the bid. Cross conditions such as “SUBJECT TO AVAILABILITY” “SUPPLIES WILL BE MADE AS AND WHEN CONSIGNMENT ARE RECEIVED” etc., will not be considered under any circumstances and the bids of those who have given such conditions shall be treated as incomplete and will be summarily rejected.

(iv) **Execution of order**

Work order should be executed directly by the successful bidder and not through any other agency.

(v) **Inspection**

Tender Inviting Authority or his authorized representative has the right to inspect the factories of bidders, at any point of time and also has the right to reject the tender or terminate/ cancel the orders issued, based on adverse reports brought out during such inspections. The bidder shall extend all facilities to the team to inspect the manufacturing process, quality control measures adopted etc., in the manufacture of the items quoted/ ordered.

(vi) **Road permit**

Fire & Emergency Services, Assam will not be responsible for arranging Road permits for sending of Fire Fighting Equipment. It will be the responsibility of the successful bidder to obtain Road Permits from the concerned authority.

10) **ACCEPTANCE OF TENDER**

(i) **Tender Evaluation**

Tenders will be evaluated with reference to various criteria of technical bid and thereafter on the basis of the total landed price for Supply, Testing, Commissioning and one Year Guarantee for determining the L1 (Lowest) price from amongst those qualifying the technical bid stage. Conditional discounts shall not be taken into account for price comparison.

(ii) **Right to Reject Tender**

Tender Inviting Authority reserves the right to accept the tender or to reject the tender without assigning any reason thereof.

(iii) **Tender Acceptance**

The acceptance of the tenders will be communicated to the successful bidder in writing.

11) **COMPLETION PERIOD**

(a) Supply, testing and commissioning of Fire Fighting Equipment shall have to be delivered within 60 (sixty) days on receipt of the work order by the Bidder/ Supplier.

- (b) In case the selected Bidder/ Supplier fails to execute the supply or related obligations within stipulated time, the Tender Inviting Authority will be at liberty to get the supply executed through an alternative agency at the complete risk and cost of the Bidder/ Supplier. Any additional cost incurred by the Tender Inviting Authority during such execution of the supply shall be recovered from the Bidder/ Supplier.
- (c) If the cost of executing the supply as aforesaid exceeds the balance payments due to the selected Bidder/ Supplier and the Bidder/ Supplier fails to make good the 'additional cost', the Tender Inviting Authority may recover it from the f Bidder's/ Supplier's pending claims against any work in Fire & Emergency Services, Assam or in any other lawful manner.
- (d) The calculation of aforesaid 'additional cost' will be finalized by the Tender Inviting Authority at its sole discretion. The selected Bidders/ Suppliers shall have no right to challenge the mode or amount relating to calculation at any forum.

12) **AS EXECUTED REPORT**

On completion of the supply, the successful Bidder/Supplier shall submit Executed Report to the Tender Inviting Authority which will include photographs.

13) **GUARANTEE**

The Fire Fighting Equipment supplied and commissioned shall be guaranteed against any and all defects in design, material, workmanship and performance for a period of 1(one) year from the date of acceptance. Guarantee certificate to this effect must be furnished.

Any defects develop during the guarantee period, it should be remedied promptly free of cost by the Bidder/ Supplier and all expenses for transportation of goods necessitated for such repairs or replacement shall be borne by the Bidder/ Supplier. The guarantee period for such repaired/replaced Fire Fighting Equipment shall again be 12(twelve) months from the date of commissioning.

14) **PAYMENT TERMS**

- (a) No advance payments will be made to the successful bidder.
- (b) 100% payment after supply and acceptance of Fire Fighting Equipment.
- (c) On completion of the supply, bills/ invoices should be submitted in triplicate in the name of Tender Inviting Authority.
- (d) If any time during the period of contract, the price of rendered items is reduced or brought down by any Law or Act of the Central or State Government or by the bidder himself, the bidder shall be bound to inform Tender Inviting Authority immediately about such reduction in the contracted prices. Tender Inviting Authority is empowered to unilaterally effect such reduction as in necessary in rates in case the bidder fails to notify or fails to agree to such reduction in rates.

(e) In case of any enhancement in excise duty due to notification of the Government after the date of submission of bids and during the validity period of contract, the quantum of additional excise duty so levied will be allowed to be charged extra as a separate item without any change in price structure of the product approved under the tender. For claiming the additional cost on account of the increase in excise duty, the bidder should produce a letter from the concerned Excise Authority confirming payment of additional excise duty on the Fire Fighting Equipment supplied to the Tender Inviting Authority and also must claim the same in the invoice separately.

15) **ANNULMENT OF AWARD, FORFEITURE OF SECURITY DEPOSIT & FRESH AWARD**

Failure of the successful bidder to comply with the requirements of signing of agreement and/ or submission of security deposit within the time schedule as stipulated above shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security/ EMD. Under such a situation, the proposal may be reviewed for award of the contract of the next lowest evaluated technically qualified bidder or go for a fresh bid depending on the circumstance. In case it is decided to go for the next lowest bidder, negotiation may be considered to bring down their price nearer to the originally evaluated lowest bid.

16) **PRICE BASIS**

Prices of Fire Fighting Equipment shall be on FOR destination at Guwahati basis and shall remain firm & fixed till complete execution of the contract.

17) **TRANSPORTATION**

Transportation of Fire Fighting Equipment and its transit insurance up to the specified destination shall be in the Bidder's/ Supplier's scope.

18) **STANDARDS**

The Fire Fighting Equipment supplied and works executed under the contract shall conform to the standards mentioned in the Technical Specifications and where no applicable standard is mentioned, the latest version of Indian Standard Institution of Bureau of Indian Standards shall be applicable.

19) **INSPECTION AND TESTS**

The purchaser or its authorized representatives shall have the right to inspect and/ or to test the Fire Fighting Equipment to conform that quality is in accordance to the contract stipulations and shall have access to the Contractor's works/ premises and the power to inspect and examine the equipment and its workmanship.

20) **SPARE & CONSUMABLES**

The Contractor shall make arrangements to maintain sufficient stock of essential spares and consumables to ensure proper maintenance of the system.

21) **PACKING, MARKETING, SHIPPING & DOCUMENTATION**

All consignments must be securely and appropriately packed and should conform to Standard Material Transport Regulations. The Contractor will be held liable for any damage to the Fire Fighting Equipment due to insufficient or defective packing as well as corrosion due to insufficient protection. Each package shall be clearly marked with indelible paint with the **Work Order No. From** (name & Add.). **To** (name and Add.). **Destination, Item Net & Gross Weight, case No. (Sl. No. of Total Cases) & Dimensions**, and shall contain copies of dispatch documents and packing list.

22) **TRAINING** :-

Supplier shall have to train four/ six personnel nominated by the department for minimum one week on free of cost basis (Training for operation and maintenance) only at the headquarters premises of Fire & Emergency Services, Assam, Guwahati.

23) A Committee of Technical Officers to be nominated by the Tender Inviting Authority shall examine/ testing the Fire Fighting Equipment as regards their satisfactory, effective functionality. Suppliers bill shall be paid only after the Committee's satisfactory report on the workmanship/ functioning the Fire Fighting Equipment. Any defect noticed/ pointed out by the above Committee shall be rejected/ replacement by the Bidder/ Supplier before final receipt of the same.

24) The successful tenderers shall have to deposit 5% security money of the total value of work order in the form of demand draft/ bank guarantee/ NSC/KVP pledged in the name of Director, Fire & Emergency Services, Assam, Guwahati before placing the formal order.

25) The approved Bidders/ Suppliers will have to execute the orders of supply within the time frame specified in the supply order.

26) All the legal proceedings arising out of any dispute between the parties shall be settled within the technical jurisdiction of the Courts in Assam.

ANNEXURE – I

TECHNICAL SPECIFICATION

Sl. No.	Description	Complied or not complied (Deviation if any furnish separately)
1	FIRE FIGHTER HELMET	
1.i	Fire fighter helmet for full head protection including neck and face in extreme condition of structural fire fighting.	
1.ii	Flame retardant high temperature resistant copolymer plastic.	
1.iii	Long term resistance to 140° C/ 30 min, 250° C/15 min.	
1.iv	Tested according to EN 443:2008	
1.v	Light weight (not more than 1100 g) with neck curtain and face shield.	
1.vi	Colour – P.O. Red	
1.vii	Polycarbonate anti-scratch and anti fog coated visor.	
1.viii	Removable neck protector made of leather.	
1.ix	Interior shock absorber made of polyurethane foam.	
1.x	Integrated adjustment system (ranging from 52-64 cm)	
1.xi	Interior ventilating channels enable safe and comfortable work.	
1.xii	Luminescent and reflective tapes visible from both sides and in all conditions.	
1.xiii	Nomex chainstrap-tested to prevent skin irritations.	

ANNEXURE – II

TENDER NO:

Date:

DECLARATION BY THE BIDDER

We, hereby declare that we have made ourselves thoroughly conversant with local conditions regarding all materials of which based our rates for this work. The specifications of this work have been carefully studied and understood by us.

We hereby agree that supply of Fire Fighting Equipment (Fire Fighter Helmet) will be executed within the cost mentioned in our financial bid and there will be no escalation in cost for any reason whatsoever. We also agree that if we fail to complete the supply and drop in between **Fire & Emergency Services, Assam** shall have right to recover the full amount from us. We shall accept any amendments made by **Fire & Emergency Services, Assam** from time to time during completion of supply period including 1 (one) year Guarantee Period.

We are also committed to complete the supply within the stipulated time period specified in the work order and will not ask for any further time extension.

We are bound to supply as per Tender and work order issued by **Fire & Emergency Services, Assam** for this work with 1 (one) year guarantee period. In case of failure in providing adequate service, we shall be responsible for any loss and for the action taken by competent authority of **Fire & Emergency Services, Assam** leading to black-listing.

We shall comply with the provision of Contract labour (Registration and Abolition) Act 1970, Minimum Wages Act 1948, Payment of Wages Act 1963, Workman's Compensation Act 1961, the Contract Labour (Registration and Abolition) Act, 1979 and all other related Acts and any modification thereof or any law relating thereto and rules made there under from time to time. **Fire & Emergency Services, Assam** shall not be responsible in this regard.

We shall be wholly responsible for any accident or any unusual/ unexpected circumstances occurring during the execution of supply of Fire Fighting Equipment (Fire Fighter Helmet) and also during the guarantee period of 1 (one) year.

We hereby declare that there is no vigilance/ CBI or court case pending/ contemplated against us at the moment.

(Signature of the Tenderer)

Name: _____

Designation: _____

Seal:

Date:

Place:

ANNEXURE – III

TENDER NO:

Date:

DETAILS OF EXPERIENCE

Name of the Bidding Firm:								
List of Fire Fighting Equipment completed in last 3 years								
Sl. No.	Name of the Supplier	Name & Address of the Client	Contact Telephone Numbers of the client	Major supply of Fire Fighter Helmet	Value of Work in Rs.	Start Date	Due date of Completion	Actual Completion Date

(Please use extra sheets, if required)

- Note:**
- 1. If actual completion date is beyond the schedule completion date, please give reasons for the delay.**
 - 2. Attach relevant completion certificates document for works in previous 3 years.**

Signature:

Name:

Designation:

Company seal:

Date:

ANNEXURE – IV

TENDER NO:

Date:

ANNUAL TURNOVER STATEMENT

The Annual Turnover of M/S _____ for the past two years and concurrent commitment for the current financial year are given below and certified that the statement are true and correct.

Sl. No.	Year	Turnover in lakh
1.	2011-12	
2.	2012-13	
3.	2013-14	
Total		= Rs. Lakh
Average of 3 years		= Rs. Lakh

Concurrent Commitment

Sl. No.	Contract Ref	Purchaser	Total Contract Value	Outstanding Value	Estimated Delay in Completion date

Date:

Signature of Auditor/ Chartered Accountant
(name in Capital Letters)

Seal:

ANNEXURE – V

TENDER NO:

Date:

DETAILS OF SUPPLIER UNIT/ AFTER SALES SERVICE

For supply of _____

- 1) Name of the Supplier :
- 2) Full postal Address :
- 3) Telephone No./ Fax No. :
- 4) Email address :
- 5) Date of inception of business :
- 6) Registration No. & Date :
- 7) Issued by :
- 8) Valid till :
- 9) Details of manufacturing activity & item wise capacity :
- 12) Name of Govt. Department/ Pvt. Institutions : As per enclosure
to which the bidder already supplied the fire fighting equipment with quantity value and supply period.
- 18) Has the bidder ever been blacklisted by any govt. agency? If yes, give details. :
- 14) Are any cases pending in the court relate to Any supplies? If yes, give details. :
- 15) Does the firm have the adequate facilities for Inspection and quality control Please give details. :
- 27) Does the firm have the adequate facilities for “After sales Service” in Assam or in the NE Region. Please give details of set-up. :

I, _____ Prop./ Partner/ Director of M/S _____

hereby declare that the information given in this form is true and correct to the best of my knowledge & belief.

I/we agree to the Tender Inviting Authority forfeiting the Earnest Money Deposit and/or Performance Security Deposit and blacklisting us for a period of 5 years, if any information furnished by us is proved to be false at the time of inspection and non-compliance with terms and conditions of the contract.

I/we offer to supply the items mentioned in the schedule (enclosed in price bid) at the rates quoted therein. I/we agree to hold this offer for two years after finalization of contract.

SIGNATURE :
NAME & DESIGNATION :
DATE :
SEAL :

- ❖ The details of supplier unit shall be for the premises where items quoted are actually supplied.

ANNEXURE – VI

TENDER NO:

Date:

UNDERTAKING ON FRAUD & CORRUPTION

We do hereby undertake that, in competing for (and, if the award is made to us, in executing) the contract for supply of fire fighting equipment against the above referred tender we shall strictly observe the terms and conditions against fraud and corruption in force in the country.

SIGNATURE :
NAME & DESIGNATION :
DATE :
SEAL :

ANNEXURE – VII

TENDER NO:

Date:

AGREED TERMS & CONDITIONS

A. Details of Bidder

Bidder Name

Offer Ref:

Telephone No.:

Fax No.:

Contact person:

Signature:

E-mail:

B. Definitions

Sl. No.	Description	Vendor's Confirmation (Confirmed/ Noted/ Deviation furnished separately)
	C. Technical	
1	Confirm that you meet the eligibility criteria as per bid document and have furnished relevant documents	
2	Confirm acceptance of Technical Specification as per Tender Document	
3	In case of deviations, confirm that the same have been highlighted separately.	

4	Confirm that literature and technical data, wherever applicable, have been enclosed.	
5	Confirm that all certificates/ documents furnished	
6	Confirm that Earnest Money Deposit (EMD) as per bid document has been furnished in Cover-A	
	D. Commercial	
1	It is noted that any deviations to the commercial terms and conditions shall lead to loading of prices or rejection of offer.	
2	Confirm that the quoted landed price is inclusive of cost of supply of fire fighting equipment and other charges including freight, insurance and all duties and taxes viz. Excise Duty, sales tax/ VAT.	
3	Confirm furnishing of price break-up of supply showing basic price and Tax/VAT on %age of basic price to arrive at landed price in D2 above.	
4	It is noted that the statutory variations in taxes and duties within the contractual delivery period shall be borne by the purchaser.	
5	If there is any variation or fresh imposition of Excise Duty at the time of supply due to various reasons, including turn-over, confirm that the same shall be borne by supplier.	
6	If clause 5 above is not acceptable, advice maximum possible rate of additional ED chargeable; this shall be loaded to your price.	
7	Confirm that in case any new or additional duties and taxes are imposed after the contractual delivery date due to delays attributable to the supplier the same shall be borne by the supplier. This will be in addition to Price Reduction for Delay in Delivery.	
8	Confirm acceptance of Price Reduction Schedule for delay in delivery @ 0.5% of delayed value of goods per week of delay or part thereof subject to maximum of 10% of the total order value.	
9	Confirm acceptance of Delivery/ Completion Period as indicated in the bid document.	
10	Confirm acceptance of relevant payment terms specified in the bid document.	
11	It is noted that delivery period, price reduction, termination etc. are subject to Force Majeure Condition as stipulated in the bid document.	
12	Confirm that the quoted priced shall remain firm & fixed till complete execution of the order.	
13	a) In case you are a supplier confirm that the prices quoted are not higher in any respect than prices offered to other Govt. Departments/ Organizations. b) In case you are a dealer/ distributor/ authorized agent, confirm that the prices quoted are as per supplier's price list with appropriate discount.	
14	Packing/ forwarding, transportation, loading/ unloading and insurance are supplier's responsibility. However, to protect the items from physical damages and/or deterioration due to weather during transit, supplier to ensure proper packing & handling arrangement. Please	

	confirm compliance.	
15	Confirm acceptance of Repeat order within 24 months from the date of initial order at same price and terms & conditions.	
16	It is noted that the purchaser would disown any responsibility/ liability towards irregularity, contravention or infringement of any statutory regulations including those of patent, on manufacture or supply of goods covered by the order.	
17	Terms and conditions indicated in this format shall not be repeated in the bid. Terms and conditions indicated elsewhere and contradicting those in this format shall be ignored. Confirm compliance.	
18	Confirm that you shall observe the highest standard of ethics during bidding and in case favoured with an order, the execution of the order will be completed, without resorting to any fraud, corruption and/or coercion.	

SIGNATURE :
NAME & DESIGNATION :
DATE :
SEAL :

ANNEXURE –VIII

TENDER NO:

Date:

CHECK LIST

Sl. No.	Cover – A	Yes	No
1	Court Fee/ IPO affixed		
2	EMD in the form of DD furnished		
3	Documentary evidence of constitution of the Company/ Firm		
4	Copy of Supplying/ Trade License issued by the competent Licensing Authority for the quoted products		
5	The instruments such as Power of Attorney, Resolution of Board etc.		
6	Sales Tax/VAT & Service Tax Registration Certificate		
7	PAN Card		
8	Declaration as per Annexure – II		
9	Details of experience as per Annexure-III		
10	ISO 9001:2008 certificate		
11	Annual Turnover Statement for 3 years as per Annexure-IV		
12	Details of Supply Unit as per Annexure-V		
13	Undertaking of Fraud & Corruption as per Annexure-VI		
14	Agreed Terms and conditions as per Annexure-VII		
15	Supplier's authorization (if applicable)		
16	Signature & Seal on each page of Bid Document		
Sl. No.	Cover – B	Yes	No
1	Price Bid as per Annexure - IX		

ANNEXURE – IX

TENDER NO:

Date:

PRICE BID

Price of Fire Fighting Equipment.

Sl. No.	Name of Fire Fighting Equipment	Rate (Rs.)	Total amount (Rs.)
1	Fire Fighter Helmet – 200 (two hundred) Nos.		
2	Tax/ CST/ VAT		
3	TOTAL COST (1+2)		

(Signature of the Tenderer)

Name: _____

Date:

Designation: _____

Seal:

Place:

Copy to:

1. The Commissioner & Secretary, Govt. of Assam, Home & Political Department, Dispur for kind information.
2. The Director of Industries, Udyog Bhawan, Bamunimaidam, Guwahati – 21 for kind information.
3. The Senior Financial Adviser to the Govt.of Assam, Home (B) Department, Dispur for information.
4. The Deputy Secretary to the Govt. of Assam, Home (B) Department, Dispur for information.
5. The Finance and Accounts Officer, Fire & Emergency Services, Assam, Guwahati for information.
6. The Fire Prevention Officer, Fire & Emergency Services, Assam, Guwahati for information.
7. Office Notice Board.
8. Office Website www.asfso.org
9. M/S

Sd/-
Director,
Fire & Emergency Services, Assam,
Panbazar, Guwahati.