



**सिपेट: सेंटर फॉर स्किलिंग एंड टेक्निकल सपोर्ट (सी.एस.टी.एस.), मुरथल**  
**CIPET: CENTRE FOR SKILLING AND TECHNICAL SUPPORT (CSTS), MURTHAL**  
(रसायन एवं पेट्रो रसायन विभाग, रसायन एवं उर्वरक मंत्रालय, भारत सरकार)

(Department of Chemicals and Petro Chemicals, Ministry of Chemicals & Fertilizer, Govt. of India)

डीसीआरयूएसटी कैंपस, 50 मील स्टोन, एन एच-1, मुरथल, सोनीपत- 131039 (हरियाणा)  
DCRUST Campus, 50<sup>th</sup> Mile Stone, NH-1, Murthal, Sonipat- 131039 (Haryana)  
दूरभाष/Phone: 0130- 2303000-15, ई-मेल/e-mail: cipetmurthal@gmail.com

**TENDER DOCUMENT**  
**FOR**  
**EMPANELMENT OF TAILORING FIRMS FOR STITCHING OF**  
**UNIFORM FOR CIPET LONG TERM COURSE STUDENTS**

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दूरभाष/Phone: 0130- 2303000-15, ई-मेल/e-mail: cipetmurthal@gmail.com

**Tender No. CIPET/Murthal/Tender/2019-20/01**

**TENDER NOTICE**

1. Sealed tenders are invited for empanelment of tailoring firms under **two bid systems viz. Technical Bid and Financial Bid** only from **TAILORING FIRMS** for **STITCHING OF UNIFORM FOR CIPET LONG TERM COURSE STUDENTS**. The approximate stitching work is 250 sets of uniforms and one set consists of 2 shirts, 2 trousers and one over coat.
2. Cost of Tender form is Rs 300/- (GST extra) which is non-refundable.
3. Bidders/tailoring firms have to deposit the Earnest Money Deposit (EMD) for **Rs. 10,000/- (Rupees Ten Thousand only)** in the form of Demand Draft drawn in favour of '**CIPET Murthal**'.
4. In the first instance, the technical bids will be opened on the 31<sup>st</sup> October, **2019 at 15:00 hrs** and evaluated by the empowered Committee. At the second stage, Financial Bids of technically qualified Bidders only will be opened at a subsequent date to be intimated in advance to such eligible bidders.
5. Minimum Eligibility of the bidders-  
Bidders should have -
  - (i) its tailoring shop/firm in Murthal (Sonipat)/Panipat/Delhi/NCR area;
  - (ii) minimum **two years** of experience of **tailoring/stitching of official uniforms in bulk** to the Departments/Ministries of the Government of India/PSUs/Corporates/ (two copies of work orders/ satisfactory letter received during each of the last two years should be enclosed);
  - (iv) have minimum turnover of **Rs. 10 lakh** per year during each of the last three years (valid and certified proof has to be enclosed);
  - (v) not have been blacklisted by the Deptts./Ministries of the Govt. of India/PSUs/ (Declaration has to be submitted in the specified format).

6. This tender document consists of (i) Instructions to the Bidders; (ii) Terms and conditions of the tender (iii) Technical Bid, and (iv) Financial Bid (Price schedule).

7. The tender, complete in all respects, should be submitted in a prescribed form along with supporting documents/samples in sealed envelopes addressed to the **Principal Director & Head, CIPET: CSTS Murthal, DCRUST Campus, 50<sup>th</sup> Mile Stone, NH-1, Murthal, Sonipat-131039 (Haryana)** and must reach on or before the 31<sup>st</sup> October, 2019 by 1400 hrs. Bids should be hand delivered/speed post at the above mentioned address on or before the said date.

8. The Principal Director & Head reserves the right to amend or withdraw any of the terms and conditions contained in the tender document or to reject any or all the tenders in whole or in part without giving any notice or assigning any reason. The decision of Principal Director & Head, in this regard, shall be final and binding on all.

**Note:**

<b>Last date of Tender purchase</b>	<b>:</b>	<b>30<sup>th</sup> October, 2019 by 17:00 hours</b>
<b>Last date of Tender submission</b>	<b>:</b>	<b>31<sup>st</sup> October, 2019 by 14:00 hours</b>
<b>Opening of Technical bids</b>	<b>:</b>	<b>31<sup>st</sup> October, 2019 at 15:00 hours</b>

**Sd/-**  
**Principal Director & Head**  
**CIPET: CSTS Murthal**

**EMPANELMENT OF TAILORING FIRMS FOR STITCHING OF UNIFORM FOR CIPET LONG TERM COURSE STUDENTS**

**Tender No. CIPET/Murthal/Tender/2019-20/1**  
**Date of opening of technical bids: 31<sup>st</sup> October, 2019 (15:00 hrs)**

**INSTRUCTIONS TO THE BIDDERS**

**1. Documents / Certificates**

The bidders are required to submit technical bid enclosing therewith photocopies of following documents (Documents in original should be produced for verification before signing of the agreement), failing which their bids will be summarily rejected and will not be considered any further:

- (a) Registration Certificate as per existing norms (indicating the legal status – company/partnership firm/proprietorship concern, etc.)
- (b) Copy of PAN Card/GST registration and certificate;
- (c) Copies of Income Tax Returns filed for last three financial years;
- (d) Proof of having annual turnover of Rs. 10 lakh or more for each year during the last Two years (P&L A/c, any other valid legal document showing the required amount of turnover)
- (e) Proof of experience in **tailoring/stitching of official uniforms** to Government Departments/PSU/Corporate/other reputed organizations/institutions (minimum two copies of work orders/ satisfactory letter received during last three years should be enclosed).
- (f) Declaration regarding blacklisting or otherwise. (**Annexure-1**)

**2. Non transferability**

This tender is non-transferable.

**3. Minimum eligibility criteria**

Bidder(s) should

- (i) have tailoring shop/tailoring firm/Office in Murthal (Sonipat)/Panipat/Delhi/NCR area.
- (ii) have minimum **three years** of experience of **tailoring/stitching work of official uniforms in bulk** to the Departments/Ministries of the Government of India/PSUs/Corporate/other reputed organizations/institutions (two copies of work orders received during each of the last three years should be enclosed).
- (iii) have minimum Turnover of **Rs. 10 lakh** per year during each of the last two years (valid and certified proof has to be attached).
- (iv) not have been blacklisted by the Deptts./Ministries of the Govt. of India/PSUs/corporate/other reputed organizations/institutions(declaration has to be submitted in the specified format given at **Annexure-1**)

However, it is informed that mere fulfilment of minimum eligibility criteria does not entitle the firm to demand that their financial bid be evaluated.

#### **4. Documents comprising the bid**

The bids prepared by the bidder shall comprise of (i) technical bid and (ii) the financial bid.

- (i) The technical bid should be sealed in a separate cover and super scribed **“TECHNICAL BID FOR EMPANELMENT OF TAILORING FIRMS FOR STITCHING OF UNIFORM FOR CIPET LONG TERM COURSE STUDENTS”**. All the information/ documents sought should be provided with the technical bid. The documents / information sought should be in the same serial order as given in the technical bid.
- (ii) The financial bid shall specify the rates / prices in the format shown in the financial bid/price schedule.

**N.B. All the documents submitted in the bid must be legible and self-attested along with the seal of the firm otherwise the bid is likely to be rejected**

#### **5. Bid Prices**

5.1 The rates/ prices should be quoted in Indian Rupees only in words as well as figures. Taxes, if any, should be indicated separately.

5.2 Only one price should be quoted for each category and if more than one price is quoted under different options the rate quoted by the bidder in the first option only will be considered for evaluation.

5.3 Prices should be quoted FoD basis (Free delivery at CIPET).

#### **6. Bid Security/ Earnest Money Deposit (EMD)**

6.1 EMD for **Rs.10,000/- (Rupees Ten Thousand only)** in the form of banker's cheque/ demand draft from any scheduled bank drawn in favour of **“CIPET Murthal”** shall accompany the bid.

6.2 A bid received without Bid security (EMD) shall be rejected as non-responsive at the bid opening stage and returned to the bidder unopened.

6.3 EMD for lesser amount / EMD not submitted in the manner prescribed will be rejected and returned to the bidder.

6.4 The submission of EMD is compulsory for all the Bidders and no exemption will be granted for submission of EMD in any case.

6.5 The Bid security of the unsuccessful bidder will be discharged / returned to them within **30 days** after finalization and award of the contract without any interest.

## 7. Submission of Bid

### Sealing, Marking & Submission

7.1 The bid shall be submitted in accordance with the procedure detailed herein.

- (i) Specified documents shall be enclosed in envelope of appropriate size each of which shall be sealed.
- (ii) **Envelope No.1** shall contain the bid security/EMD as indicated in clause 6 of these instructions to bidders.
- (iii) **Envelope No.2** shall contain all the information and documents in the same serial order as shown in the technical bid. A covering letter may also accompany the technical bid.
- (iv) **Envelope No.3** shall contain the **rates of stitching charges for all categories** duly filled in financial/ price (schedule of stitching rates) and signed and stamped. The bidder must fill up their rates for stitching against each item in the space provided in the respective columns.
- (v) **Envelope No.4** shall contain the samples of accessories i.e. **Thread, Lining, Zip, Inter- lining, Fuse lining, Pad, Chest piece, Buckram, Buttons, etc.**

**N.B. Rates of tailoring/stitching charges should not be indicated in any of the documents enclosed in envelope 1 and or 2 or 4.**

7.2 All the above four envelopes shall be sealed in a fifth envelope and addressed to **Principal Director & Head, CIPET: CSTS Murthal, DCRUST Campus, 50<sup>th</sup> Mile Stone, NH-1, Murthal, Sonipat-131039 (Haryana)** and must reach on or before the **31<sup>st</sup> October, 2019 by 2:00 p.m.** If the date on which the tender is opened for acceptance is declared to be a holiday, the tenders shall be deemed to remain open for acceptance till the next working day.

7.3 **The bidders must have to submit samples of accessories i.e. Thread, Lining, Zip, Inter-lining, Fuse lining, Pad, Chest piece, Buckram, Buttons, etc. for which rates are quoted along with their bids. Bids not accompanied by samples will be summarily rejected. Samples of the unsuccessful bidders may be collected by the bidders from Purchase Department.**

7.4 Bids should be hand delivered/Speed post at the address mentioned in clause 7.2

- 7.5 The bidder shall seal the bid.
- 7.6 All the above envelopes shall bear the Name of the Work viz. **‘Tender for empanelment of tailoring firms for stitching work in CIPET : CSTS Murthal’** as described in the Notice inviting tenders along with Tender Number, due date and time.
- 7.7 All the envelopes shall indicate the name and address of the bidder to enable the bid to be returned unopened, if required.

## **8. Deadline for submission of bids**

- 8.1 Bids must be submitted to the **Principal Director & Head, CIPET: CSTS Murthal, DCRUST Campus, 50<sup>th</sup> Mile Stone, NH-1, Murthal, Sonipat-131039 (Haryana)** on or before the prescribed date and time i.e. on or before the **31<sup>st</sup> October, 2019 (14:00 hrs)**.
- 8.2 No bids will be received/accepted after the expiry of the prescribed date and time for submission of the bids.
- 8.3 **Principal Director & Head CIPET Murthal**, may, at his discretion, extend the deadline for submission of bids through the issuance of an amendment for the reasons mentioned therein in which case all rights and obligations of the Purchaser and the bidders previously subject to the deadlines shall thereafter be subject to the new deadline as extended.
- 8.4 The responsibility for submission of the bids in time would rest with the bidder.
- 8.5 Telegraphic /Fax offers will be treated as defective, invalid and rejected. Only detailed complete bids received prior to the closing time and date of the bids will be taken as valid;
- 8.6 Bids received, if any, by the Purchaser after the prescribed deadline/extended deadline for submission will be returned unopened to the bidder.

## **9 Bid Opening and Evaluation**

- 9.1 **Envelope No.1** containing the bid security shall be opened by empowered Committee/Officers of CIPET: CSTS Murthal **at 3 p.m. on the last date (31<sup>st</sup> October, 2019) for submission of the bids** in the presence of the bidders or their representatives duly authorized by the bidder who wish to be present. If the Bid Security is not found as prescribed the bid shall be summarily rejected. The representatives are required to bring a copy of the authorization as given in the **Annexure-3**.
- 9.2 **Envelope No. 2** containing the technical bid shall then be opened.
- 9.3 Empowered Committee/Officers shall examine/ evaluate the technical bids to determine whether they (i) fulfill the eligibility criteria, (ii) have submitted the requisite documents (iii) meet the terms and conditions specified, (iv) complied with all the instructions contained therein, etc.
- 9.4 **Envelope No.3:** containing the sealed price/financial bid (schedule of stitching rates) of bidders whose bid is found to be generally in order and substantially responsive shall only be opened at a subsequent date to be intimated in advance to such eligible bidders.

9.5 Only summary of prices quoted by the bidders will be read out.

9.6 **Envelope N.4:** containing the sealed samples of accessories (i.e. **Thread, Lining, Zip, Inter-lining, Fuse lining, Pad, Chest piece, Buckram, Buttons, etc.**) will be opened. The samples of the technically qualified bidders only will be placed for selection and consideration.

## 10. Clarification of Bids

To assist in the examination, evaluation and comparison of bids, the empowered committee/ official may ask bidders individually for clarification of their bids, including breakdowns of unit prices. The request for clarification and the response shall be in writing or e mail or Fax, but no change in the price or substance of the bid shall be sought, offered or permitted except as required to confirm the correction or arithmetical errors discovered during the evaluation of the bids.

## 11. Contacting the officials of CIPET

11.1 Subject to clause 10 (clarification of bids) no bidder shall try to influence the Purchaser on any matter relating to its bid, from the time of the bid opening till the time contract is awarded. 11.2 Any effort by the bidder to influence the Purchaser in the Purchaser's bid evaluation, bid comparison or contract award decision shall result in the rejection of the bid.

## 12. Right to accept / reject any or all Bids

Dy. Director reserves the right to accept or reject any bid including the lowest and to annul the bidding process and reject all bids, at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for the said action.

## 13. Annulment of the Award

13.1 Failure of the empanelled bidder to comply with any of the requirements shall constitute sufficient ground for the annulment of award and forfeiture of the bid security in which event the Purchaser may make the award to any other bidder at the discretion of the Purchaser or call for new bids.

13.2 Empowered committee/ official reserves the right to disqualify for a suitable period or take appropriate action against the bidder who habitually fails to undertake the **stitching/tailoring work in time**. Further, the **bidders whose stitching work is not of desirable quality, standards and prescribed specifications of the uniforms** may also be disqualified for a suitable period as decided by the Purchaser.

13.3 Empowered committee/ official reserves the right to blacklist a bidder at any time during operation of the award of the contract for a suitable period in case he fails to honour his bid in accordance with the terms and conditions of the tender without sufficient grounds.



# EMPANELMENT OF TAILORING FIRMS FOR STITCHING OF UNIFORM FOR CIPET LONG TERM COURSE STUDENTS

Tender No. CIPET/Tender/2019-20/1

Date of opening of technical bids: 31<sup>st</sup> October, 2019 (1500 hrs)

## TERMS AND CONDITIONS OF THE TENDER

### 1. Standards

1.1 The **tailoring/stitching work of uniform** under this contract shall conform to the standards prescribed/ specifications mentioned in the financial bid.

1.2 The bidder should furnish the **rates of tailoring/stitching along with samples of accessories i.e. Thread, Lining, Zip, Inter-lining, Fuse lining, Pad, Chest piece, Buckram, Buttons, etc. which will have to be used in stitching of the uniform** in the tender. No change shall be permitted after opening of bids.

### 2. Performance Security Deposit (PSD)

2.1. PSD for **Rs.20,000/- (Rupees Twenty Thousand only)** will have to be made **within 7 days** of receipt of the communication of the selection of the bid.

2.2. PSD shall be in the form of Demand Draft payable in favour of CIPET Murthal.

2.3 The PSD should remain **valid** for a period of **60 days** beyond the date of completion of all contractual obligations by the tailoring firm including all types of the obligation, if any. EMD will be refunded to the successful bidder on receipt of performance security.

2.4 PSD can be withheld or forfeited in full or in part in case of violation of any terms and conditions of the tender document and not execution of work satisfactorily or within the stipulated period as prescribed in the tender document for the awarding of contract for tailoring/stitching work.

### 3. Fundamental Rules for stitching of uniform/suits

3.1 Empanelled tailoring firms will be allotted suits, category-wise for stitching of. In case of any tailoring firm is not performing the job to the satisfaction of Empowered committee/ official **despite warning**, the work allocated to the said firm will be redistributed amongst the other empanelled firms.

3.2 The uniform of the Officers/staff will be stitched as per prescribed specifications mentioned in **Annexure-3**. The uniforms not properly stitched or not stitched as per the prescribed standard/specifications shall have to be re-stitched/ re-made/ altered as per the specifications without any extra charge.

3.3 Payment of the bills for stitching of uniform will be made after submission of the satisfactory report in the prescribed format by the concerned Officers/staff. In case, the concerned Officers/staff does not submitted the satisfactory/dissatisfactory report within one week of receipt of the uniform, it will be presumed that uniform has been stitched to the satisfaction of the students and accordingly, process for payment of the bill will be initiated.

3.4 If the uniforms are not stitched properly by the tailoring firm and the firm is unable to remove the defects in the stitched uniform upto the satisfaction, the firm shall have to refund the cost of the cloth to CIPET Murthal or same colour/quality/shade of cloth would have to be deposited by the firm in the CIPET Murthal.

3.5 The measurement for stitching the uniform of eligible students shall be taken for by the tailoring firms themselves in the CIPET Murthal on day/days so fixed by the competent authority. The empanelled firms are required to collect the cloth and also deliver the stitched uniform from / to the CIPET Murthal at their own cost. No transportation charges will be paid in this regard.

3.6. Empowered committee/ official shall be the final authority to decide whether a particular uniform has or has not been stitched properly with full satisfaction of the Students.

3.7 The materials i.e. **Thread, Lining, Zip, Inter-lining, Fuse lining, Pad, Chest piece, Buckram, Buttons, etc.** to be used in the uniforms must conform to approved stitching materials. The variations in the materials used *vis-a vis* and the material approved by the Empowered committee/ official, if noticed, at any point of time, the same will have to be replaced by the tailoring firms at their own cost and risk.

3.8 Tailoring firms shall have to forward the account of the cloth, the details/list of the students of various categories whose uniforms have been stitched by the tailoring firms along with bill for payment positively within fortnight after completion of the seasonal work for stitching of the uniforms.

3.9 The tailoring firm/contractor/firm will be responsible to make good the loss to any clothing materials given to him for stitching uniforms through theft, fire or any other loss which occurs while the material is under his custody.

#### **4. Cloth Ceiling of Uniform**

**4.1** All the empanelled tailoring firms will have to stitch the uniform as per specifications given at **Annexure-2**. In this regard, the selected tailoring firms will be provided the cloth (per suit) as mentioned in **Annexure-2 (Specifications of uniform and cloth ceiling of suit - category-wise)**.

**4.2** Bidders/tailoring firms may also submit their own cloth ceiling of uniform in case any tailoring firm/bidder finds that cloth for uniform/suit as prescribed in **Annexure-2**, in their opinion, is not sufficient for the stitching of uniform for a particular category / categories . In this regard, Empowered committee/ official may examine the requests of the tailoring firms during the selection of the bidders/tailoring firms. If it has been considered by the empowered Committee/Competent Authority that the requests of the tailoring firm is genuine, the cloth ceiling will be enhanced accordingly for the uniform of a particular category or other category, if applicable.

## **5. Mode of Payment**

- 5.1 Payment against Bill / Invoice shall be released only after execution/stitching of the suits/uniforms as per specification and submission of the same with the balance account of cloth and are found to the satisfaction. Payment will be made direct to the bidder/tailoring firm through **A/c payee cheque only**.
- 5.2 No request for other mode of payment will be entertained. **No advance payment will be made in any case.**

## **6. Rights of CIPET Murthal**

- 6.1 CIPET reserves the right to accept/reject any or all the Bids in whole or in part and annul the bidding process without assigning any reason whatsoever.
- 6.2 CIPET reserves the right to relax/withdraw any of the terms and conditions mentioned in the Tender Document so as to overcome any problem encountered during the selection of the bidders/tailoring firms and also during the course of the execution of the contract.
- 6.3 Before awarding the contract, Inspection Team may visit the premises of the bidders/tailoring firms to inspect their infrastructure, manpower, quality of stitching of uniform, etc. and a report of the inspection may be placed before the empowered Committee for their consideration. Inspection Team may also visit the premises of the selected bidders from time to time during the currency of the period for which they have been empanelled.
- 6.4 If a tailoring firm/bidder after award of the contract violates any of the terms and conditions, fails to honour its bid without sufficient grounds and within reasonable time it shall be liable for blacklisting for a suitable period. In these circumstances, the Purchaser will forfeit the security deposit/performance security and cost of suits will liable to be deducted from the bills as submitted by the tailoring firms for stitching of uniform.
- 6.5 The CIPET reserves the right to make changes in the specifications/pattern of the uniform before or during the period of the award of contract or change the pattern/design of logo with embroidery in place of detachable on the uniform of the students or any other changes required in maintaining the similarity in the uniforms. No extra charges will be made on such changes.
- 6.6 The CIPET reserves the right to allocate the stitching work to the selected/empanelled tailoring firms according to their performance/quality of standards and rates.

## 7 Delivery of Uniform

7.1 The stitched uniforms shall have to be deposited in the store of CIPET by the tailoring firms within 20 days of taking measurements. That the delivery after the 20<sup>th</sup> day, shall attract a penalty of Rs.10 per day per thereafter, the forfeiture of the PSD/fully or partially, deduction of upto 10% amount from the bills for stitching of uniform and any other action, which may include termination of contract can be taken against the bidders/tailoring firms by CIPET in case the tailoring firms fail to adhere to time schedule as mentioned above or do not return the uniform/cloth as provided to the tailoring firms for stitching of uniform.

7.2 No freight charges will be paid whenever the cloth for stitching of uniform has been received by the bidder/tailoring firm from the store of CIPET for their showroom/firm. After stitching of uniform/suits, bidders/tailoring firms will have to deposit the stitched uniform and balance cloth to the Store of CIPET with FoD (free of delivery) within the time given under clause 7.1 of the tender document.

7.3 An Inspection Team of CIPET shall also inspect all the suits/uniforms from time to time which have been stitched and handed over to the bidders/tailoring firms. Termination of contract/liable for blacklisting or any appropriate action as deemed fit by CIPET will be taken against the tailoring firms, if the stitched uniform has not been supplied to the Store of CIPET as per the cloth as approved and provided to the tailoring firm or as per the specifications of the uniform as mentioned at **Annexure-2**.

## 8. Validity of rates

8.1 The rates should be valid for a period of one year from the date of award of work order.

8.2 Any clarification issued by CIPET in response to query raised by prospective bidders/tailoring firms shall form an integral part of bid documents and it may amount to amendment of relevant clauses of the bid documents.

## 9. General/Others

9.1 In no circumstances, the bidder/tailoring firm shall appoint any sub-contractor or sub-lease the contract. If it is found that the bidder/tailoring/contractor firm has violated these conditions, the contract award will be terminated forthwith without any notice and Performance Security Deposit will be forfeited.

9.2 The bidder/tailoring firm will be bound by the details furnished by him / her to CIPET, while submitting the tender or at subsequent stage. In case, any of such documents furnished by him / her is found to be false at any stage, it would be deemed to be a breach of terms of award/contract making him / her liable for **legal action besides termination of award/contract**.

**EMPANELMENT OF TAILORING FIRMS FOR STITCHING OF UNIFORM FOR CIPET  
LONG TERM COURSE STUDENTS**

**Tender No. CIPET/Murthal/Tender/2019-20/1  
Date of opening of technical bids: 31<sup>st</sup> October, 2019 (15:00 hrs)**

**TECHNICAL BID**

- 1 Name of the bidder/tailoring firm:
- 2 Address of the bidder/tailoring firm :
3. Contact Details of the bidder/tailoring firm :
  - (a) Tel. No. with STD (O)..... (Fax)..... (R).....
  - (b) Mobile No.....(c)E-mail.....(d) Website.....
4. Name of Proprietor/Partners/Directors of the firm/agency:
5. Bidder/tailoring firm's bank details and his current account number:
6. Registration and incorporation particulars of the bidder/tailoring firm indicating legal status such as company, partnership / proprietorship concern, etc (Pl. attach self attested copies of the relevant documents/certificates):
- 7 Copies of Permanent Account Number (PAN)/GST Registration No. / tailoring firm (Pl. attach self attested copies as a proof):
8. Annual turnover for the last Two years  
(a/c statements if any, such as P&L a/c, balance sheets, etc. for last two years should be attached)
9. Proof of experience in undertaking of stitching/tailoring work of official uniforms/suits in bulk to Ministries/PSUs/Govt. Depts./Corporate Institutions, etc. (Orders – minimum two copies of work order/ satisfactory letter- received from Ministries/Govt. Depts./PSUs/Corporate/ reputed organizations/Institutions should be enclosed)
10. Declaration regarding blacklisting or otherwise by the Govt. Departments/PUSs, etc. as given in **Annexure –1**: Enclosed yes/no
11. The tender document (all pages) duly signed and stamped as proof of having read the contents therein and in acceptance thereof should be enclosed.
12. Details of Award / Certificates of merit etc. if any, received from any organization (Please attach copy of the certificates, if any)
13. Duly filled in authorization for attending bid opening (**Annexure- 3**)

14. Any other information /document: please specify

N.B. Bidders/tailoring firms to ensure that all

- (i) Pages have been signed and stamped by the authorized persons
- (ii) Pages have been numbered
- (iii) Documents are legible (clearly readable)

I/we certify that the information furnished above is true and correct. The terms and conditions are acceptable to us.

Dated..... Name & Address of bidder/Tailoring firm.....

Authorised Signature & Seal of the bidder/tailoring firm

**EMPANELMENT OF TAILORING FIRMS FOR STITCHING OF UNIFORM FOR CIPET LONG TERM COURSE STUDENTS**

**Tender No. CIPET/Murthal/Tender/2019-20/1  
Date of opening of technical bids: 31<sup>st</sup> October, 2019 (15:00 hrs)**

**Schedule of stitching Rates (Financial Bid)**

**From**  
-----  
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**To**

**The Principal Director & Head  
Central Institute Of Plastic Engineering & Technology  
DCRUST Campus, NH-1  
50<sup>th</sup> Mile Stone  
Murthal, Sonipat- 131039**

**Sir,**

I/we have gone through, understood fully and declare that I/ we shall abide by the terms and conditions detailed in the tender document for **undertaking the tailoring/stitching work for the official uniforms of the CIPET Long Term Course students.**

**My /our tailoring/stitching prices/rates are as under-**

<b>Sl. No.</b>	<b>Description</b>	<b>Approx. Qty</b>	<b>Rate</b>	<b>Total Amount Rs.</b>
1	Trousers stitching charges	500 Nos		
2	Shirts stitching charges	500 Nos		
3	Over coat	250 Nos		
	Add: Taxes/GST (if any)			
	<b>Total Rs</b>			

**Note:**

- 1. The rates quoted above are included of all taxes and freights etc.**
- 2. The above said quantity is approximate. It is likely to vary.**

**\* Each buttoned up shirt/over coat of all students will be stitched with the logo of CIPET Murthal. The said logo may be embroidered on the over coats/shirts.**

**Dated..... Name & Address of Bidder/Tailoring Firm.....**

**Authorised Signature & Seal of the Bidder/Tailoring Firm**

**EMPANELMENT OF TAILORING FIRMS FOR STITCHING OF UNIFORM FOR CIPET  
LONG TERM COURSE STUDENTS**

**Tender No. CIPET/Murthal/Tender/2019-20/1  
Date of opening of technical bids: 31<sup>st</sup> October, 2019 (15:00 hrs)**

**DECLARATION**

From:

M/s. ....

.....

.....

To

**The Principal Director & Head  
Central Institute Of Plastic Engineering & Technology  
DCRUST Campus, NH-1  
50<sup>th</sup> Mile Stone  
Murthal, Sonipat- 131039**

Dear Sir,

1. I/We have read and understood the contents of the Tender and agree to abide by the terms and conditions of this Tender.
2. I/We also confirm that in the event of my/our tender being accepted, I/we hereby undertake to furnish Performance Security, as applicable, in the form of Demand Draft.
3. I/We further undertake that none of the Proprietor/Partners/Directors of the firm was or is Proprietor or Partner or Director of any firm with whom the Government have blacklisted/banned / suspended business dealing. I/We further undertake to report to the CIPET, Bhopal immediately after we are informed but in any case not later than 15 days, if any firm in which Proprietor /Partners/Directors are Proprietor or Partner or Director of such a firm which is blacklisted/banned/suspended in future during the currency of the Contract with you.

Yours faithfully,

**(Signature of the bidder)  
Name:**

**Designation with Seal of the bidder/tailoring Firm**

**Date:**



**EMPANELMENT OF TAILORING FIRMS FOR STITCHING OF UNIFORM FOR CIPET LONG TERM COURSE STUDENTS**

**Tender No. CIPET/Murthal/Tender/2019-20/1**  
**Date of opening of technical bids: 31<sup>st</sup> October, 2019 (15:00 hrs)**

**Specifications/Pattern of Uniform and Cloth Ceiling of Suit, category-wise**

<b>Sl. No.</b>	<b>Description</b>	<b>Approx. Qty</b>	<b>Per meter ceiling</b>	<b>Total Cloth Ceiling (in Mtrs.)</b>
1	Trousers stitching charges	500 Nos.	1.20	600
2	Shirts stitching charges	500 Nos.	2.40	1,200
3	Over coat	250 Nos.	1.50	375

**Note: Cloth of the Uniform of above said categories is different to each other in terms of colour/quality/shade and price.**

**\* Each buttoned up shirt/coat of all students will be stitched with the logo of CIPET. The said logo will be embroidered on the coats/shirts uniform.**

