

PITHAMPUR AUTO CLUSTER

(A GOVT. OF MADHYA PRADESH UNDERTAKING)



TENDER DOCUMENT FOR BENCH MARKING STUDY OF INDUSTRIES LOCATED IN PITHAMPUR

NIT No. : PAC/INDORE/2019-20/454

NIT Issue Date : 04/03/2020

Last Date of Submission : Before 03:00 P.M. on 23/03/2020

PAC/INDORE/2019-20/454

DATE : 04/03/2020

NOTICE INVITING TENDER (NIT)

Subject: Tender for bench marking study of industries located in Pithampur.

Sealed tenders are invited from eligible bidders for bench marking study of industries located in Pithampur. The tender documents shall be available from 06/03/2020 in the office of PAC at 126, Kanchanbagh, Indore on payment of non-refundable fee of INR 1180/- by Demand Draft in favour of **Pithampur Auto cluster** payable at Indore. Complete tender document is also available on the website www.pithampurautocluster.com. The documents downloaded by the parties from the website shall be valid for participation in the tender process. Those making use of the tender documents downloaded from the website shall have to pay the fee of the document i.e. Rs.1180/- (Rupees One Thousand One Hundred Eighty only) in the form of a demand draft along with the tenders. Tenders received without the requisite fee shall be considered as invalid.

The tender document is to be submitted in sealed envelopes and addressed to “Managing Director, Pithampur Auto cluster, Indore” along with the requisite EMD on or before 03:00 P.M on 23/03/2020. The bids will be opened on 23/03/2020 at 05:00 PM.

Managing Director, PAC reserves the right to accept/reject any/all proposals without assigning any reason thereof.

**Managing Director
PAC, Indore**

About Pithampur Auto Cluster

Pithampur Auto Cluster (PAC) is a Section 8 Company under Companies Act, 2013, incorporated as an SPV, in the year 2004, to implement an innovative scheme under IIUS (Industrial Infrastructure up Gradation Scheme) of Govt. of India, to fulfill the infrastructural gap especially for the technical requirement of the Auto industries of the Madhya Pradesh. The scheme was successfully implemented on the basis of “Public Private Partnership” with adequate participation of the Private Stake holders. Tool Room & Technical Services Centre, Industrial Training Institute, Small & Medium Entrepreneur Centre, Hazardous Waste Disposal Facility, Administrative Complex are the main components of the company.

Introduction

Sealed bids are invited from eligible bidders to conduct bench marking study to collect the data related with their turnover, production capacity, suppliers, customers, profitability, employment status, requirement of electricity & water, raw material, skilled/technical manpower, financial assistance in industries located in Pithampur.

The selected bidder is required to ;

- i. Prepare a detailed questionnaire with the consultation PAC officials for the data collection.
- ii. Conduct door to door survey of nearly 200-300 industries of Pithampur selected by PAC.
- iii. Submit detailed report on the findings based on the analysis of data collected.

Sl No	Information	Details
1.	TENDER No. and Date	PAC/INDORE/2019-20/454 dated 04/03/2020
2.	Opening of Bid Submission	06/03/2020 from 10:30 AM
3.	Last date for submission of bids	23/03/2020 before 03:00 P.M.
4.	Opening of Bids	23/03/2020 At 05:00 P.M.
5.	Bid validity period	2 month from the date of submission
6.	Addressee and address at which proposal in response to TENDER notice is to be submitted:	Managing Director, Pithampur Auto Cluster 126, Kanchanbagh, Near GitabhawanChauraha, OppHotel Crown Palace, INDORE-452001

Instructions to Bidders

Bidders are advised to study this TENDER document carefully before participating. It shall be deemed that submission of bid by the bidder has been done after their careful study and examination of the TENDER with full understanding to its implications. Any lack of information shall not in any way relieve the bidder of his responsibility to fulfill his obligations under the Bid.

Eligibility Criteria :

The bidder must be a company/partnership firm/proprietorship firm/society/trust/NGO/industrial association/management college/research institutes incorporated/registered in India. The bidder must have prior experience/expertise of conducting such survey or having direct link with the industries of Pithampur, documentary evidence/proof is required to be submitted for this. The bidder has to submit copy of PAN Card and GST Registration Certificate (if applicable).

Preparation and Submission of Tender:

The tender should be submitted in sealed envelopes super-scribed as “Tender for bench marking study of industries located in Pithampur” and addressed to “Managing Director, Pithampur Auto cluster, Indore” along with the requisite EMD.

The Tender Application shall be addressed to the following address

Managing Director,
Pithampur Auto Cluster
126, Kanchanbagh, Near GitabhawanChauraha,
Opp. Hotel Crown Palace, INDORE-452001

The following documents to be submitted in the sealed envelop

- i. Duly filed bid application form in **Annexure – I**.
- ii. Self certified copies of GST Registration Certificate and PAN Card.
- iii. Copy of cancelled cheque or passbook having the relevant details of bank account.
- iv. Demand Drafts towards the tender fee and FDR towards the EMD.
- v. Financial Bid in the format provided at **Annexure – II**.

Only detailed complete bids in the form indicated above received prior to the closing prescribed time and date of the bids shall be taken as valid. Bids sent through Telex/Telegrams/Fax/e-mail shall not be acceptable

Tender Fee

Tender fee will be Non-refundable amount of Rs.1,180/- (Rupees One Thousand One Hundred Eighty only) by way of demand drafts only. The demand drafts shall be drawn in favour of “**Pithampur Auto Cluster**” payable at Indore. Bid(s) received without demand draft of Tender Fee will be summarily rejected.

Earnest Money Deposit (EMD)

The bidder shall be required to submit the Earnest Money Deposit (EMD) valid for period of one year for an amount of Rs. 5,000/- (Rupees Five Thousand Only) by way of FDR only. The FDR shall be drawn in favour of “**Pithampur Auto Cluster**”. The bid(s) received without EMD will be summarily rejected.

- a) Request for transfer of any previous deposit of earnest money or security deposit or payment of any pending bill held by the respect of any previous work will not be entertained.
- b) Tenderer shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the tenderer fails to observe and comply with stipulation made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited.
- c) The Firm who are registered with National Small Industries Corporation (NSIC), MSME OR Small Scale Industries (SSI) are exempted to submit the EMD (Copy of registration must be

provide along with technical bid).

- d) The EMD, in case of selected Bidder shall be returned after the satisfactory completion of the work.
- e) The EMD, in case of unsuccessful Bidders shall be retained by PAC, Indore till the finalization of the tender. No interest will be payable by PAC, Indore on the EMD.

Amendment of TENDER Document

- a) At any time prior to the deadline (or as extended by the tenderer) for submission of bids, the tenderer, for any reason, whether at its own initiative or in response to clarifications requested by prospective bidder may modify the TENDER document by issuing amendment(s)
- b) All bidders will be notified of the amendment(s) by publishing on the website www.pithampurautocluster.com and these will be binding on them.
- c) In order to allow bidders a reasonable time to take the amendment(s) into account in preparing their bids, the tenderer, at its discretion, may extend the deadline for the submission of bids.
- d) Managing Director, PAC reserves the right to accept/reject any/all proposals without assigning any reason thereof.

Period of Validity of Bids

- a) The bid shall remain valid for 2 month from the date of submission. Bidder should ensure that in all circumstances, its Bid fulfills the validity condition, any bid valid for a shorter period shall be rejected as nonresponsive.
- b) In exceptional circumstances, tenderer may solicit bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing or by Fax. Bid Security shall also be suitably extended. In such scenario a bidder granting the request is neither required nor permitted to modify the bid.

Award of Contract

Tender will award the contract to successful bidder whose bid has been determined to be responsive and has been determined to be most competitive. The selected bidder is required to submit its acceptance within period of 2 weeks from the award of contract.

Time Line For Completion of Survey

The bidder has to complete the survey and submit its report within a period of 3 months from the date of award of work. However Managing Director, PAC may extend the time on request of selected bidder and if satisfied with reasons provided.

Payment Term:

The payment shall be made in installments as under ;

1. After finalization and approval of questionnaire by PAC for data collection, the payment of first installment of 10% of contract amount.
2. After completion of 50% work of data collection, the payment of second installment of 30% of contract amount.
3. After completion of 100% work of data collection, the payment of third installment of 30% of contract amount.
4. On submission of final report and satisfaction of PAC regarding completion of work fourth installment of 30% of contract amount shall be released.

GST if payable extra should be clearly mentioned otherwise no GST charges will be paid. The Income Tax as applicable shall be deducted from the bill unless exempted by the Income-tax Department.

Arbitration:

The Arbitration shall be held in accordance with the provision of the Arbitration and conciliations Act, 1996 and the venue of arbitration shall be at Indore. The decision of the Arbitrator shall be final and binding on the both parties.

Legal Jurisdiction:

Any disputes are subject to exclusive jurisdiction of competent court and forum in Indore, Madhya Pradesh only.

Annexure-I: Covering Letter

To
Managing Director,
Pithampur Auto Cluster
126, Kanchanbagh, Near GitabhawanChauraha,
OppHotel Crown Palace, INDORE-452001

Subject: Tender for bench marking study of industries located in Pithampur.

Ref: TENDER No: _____

Sir,

I/We, the undersigned bidder(s), having read and examined in detail the Specifications and all the bidding documents as specified in the Bidding documents No. _____.

We/I undertake, if our tender offer is accepted, to complete the assignment as specified in the Contract within 3 months calculated from the date of receipt of your Notification of Award.

ELIGIBILITY

We/I satisfy the legal requirements and meet all the eligibility criteria laid down in the tender document.

PRICE AND VALIDITY

All the prices mentioned in our proposal are in accordance with the terms as specified in bidding documents. All the prices and other terms and conditions of this proposal are valid for a period of 1 month from the date of submission of the Bids.

BID PRICING

We/I further declare that the prices stated in our proposal are in accordance with your instructions to Bidders included in bidding documents and our bid prices inclusive of all taxes.

EMD

We/I hereby declare that we have submitted the EMD with the bid application.

We/I agree to abide by this tender offer and shall remain binding upon us and may be accepted at any time before the expiration of that period.

Thanking you,

Yours faithfully,

Authorized Signatory's Signature:
Authorized Signatory's Name and Designation:
Bidder's Company Seal:

Place:

Date:

Encl :

Annexure- II : Financial Bid

The Financial proposal of the bidder should be submitted in the following format.

SI No.	Description	Per Industrial Unit Price(A) Amount in Rs.	Taxes if any (B) Amount in Rs.	Unit Total (T)= A+B (Inclusive of Taxes) Amount in Rs.
1	Bench marking study of industries located in Pithampur.			