



खादी और ग्रामोद्योग आयोग  
KHADI AND VILLAGE INDUSTRIES COMMISSION  
सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय, भारत सरकार  
Ministry of Micro, Small & Medium Enterprises, Govt. of India  
ZONAL OFFICE(CENTRAL ZONE), Bhopal-(M.P.)

No. CZ/PCBI/KVIC/Tender for Tool Kit/2019-20/

10.08.2019

Invitation to Tender

**Terms of Reference (TOR)**

Procurement of various Tool Kit for implementation of **Artisan Empowerment Leather Craft Programme** under Gramodaya Vikas Yojana in respect of all State & Divisional Offices of KVIC, for the year 2019-20 under Zonal Office(Central Zone), Khadi and Village Industries Commission, Ministry of MSME, Govt. of India, B-3/4, Office Complex, Gautam Nagar, Bhopal-462023.

**Cost of the Tender Document Rs... 5000/-**

Date of Tender Issue: 10.08.2019

Date of Submission of pre-bid queries: 23.08. 2019

Date of pre-bid meeting: at 11.00 AM on 23.08.2019

Last date of Tender submission: 02.09.2019 by 10.30 AM

Opening of Technical Bids: 03.09.2019 at 11.00 AM

Opening of Financial Bids: After Evaluation of Technical Bid/Specification then Financial Bid will be opened at Zonal Office(C.Z.), Khadi & V.I. Commission, B-3/4, Office Complex, Gautam Nagar, Bhopal-462 023

Request for Proposal (RFP) for Procurement of Tool Kit for implementation of Leather Craft Programme in respect of all State & Divisional Offices of KVIC for the year 2019-20 under Zonal Office(C.Z.), Khadi & V.I. Commission, B-3/4, Office Complex, Gautam Nagar, Bhopal-462 023

## 1. BACKGROUND AND SCOPE

- 1.1. Khadi and Village Industries Commission (KVIC) is a statutory body created by an Act of Parliament No. 61 of 1956 and as amended by Act. No. 12 of 1987 and Act. No. 10 of 2006, established in April 1957 with a social objective of providing employment, economic objective of producing saleable articles and wider objective of creating self-reliance amongst the people and building up of a strong rural community spirit.
- 1.2. Leather Activity under Polymer & Chemical Based Industry is taken up by KVIC, since inception and promoting Leather Activity with necessary research, technical knowhow, outreach, training and extension programs.
- 1.3. The Central Zone State/Divisional Office wise Leather activity to be implemented under Leather Craft Programme during the year 2019-20 under PCBI, KVIC, Ministry MSME, Govt. of India that will increase the income of leather Artisans / un-employed youth including SC/ST/NEZ candidates.
- 1.4. With this endeavor, under the Zonal Office (C.Z.), Khadi & V.I. Commission, B-3/4, Office Complex, Gautam Nagar, Bhopal-462 023 proposed to provide the following leather activities :-
  - (i) **Tool Box** - (Will be made with GI Tin Sheet 22 gauge, size L-18inch, W-11 inch, h-7.25 inch with Khadi India Sticker outside and inside),
  - (ii) **Tools** - Scissor, Rampi, Hammer, Pincer, Tipahi, Jammboor, Cutterni, 2 Brush, 2 Colour box, Thread and Wax, Wooden Piece, Sharpening Stone, Polish box, Adhesive box, Nails, Punch Set etc.To all State & Divisional Offices of Central Zone KVIC. This above task of Tool box (S No i) will be completed by 14.09.2019. Hence the total Tool Kits will be available for live demonstration on 16.09.2019 for imparting the one day Crash course programme.
- 1.5. The details of leather artisans under Office wise data will be collected from respective offices (State office /Division office) of KVIC (CZ).
- 1.6. Office wise details of KVIC' (under cz) Cobbler's Tool-kit are as under:-

(Artisan/Tool kits in Nos.)

Sr. No.	Name of the State/ Divisional Office under Central Zone	No. of Artisans	Annual Demand of Tool kits in Nos.	Demand of Tool kits in Nos. up to 16.09.19	Remaining Demand of Tool Kits as per requirement during 2019-20
1	S.O., Lucknow	400	400	60	340
2	D.O., Varanasi	500	500	60	440
3	D.O., Meerut	400	400	60	340
4	D.O., Gorakhpur	300	300	30	270
5	S.O., Dehradun	200	200	30	170
6	S.O., Raipur	400	400	60	340
7.	S.O., Bhopal	400	400	50	350
	<b>TOTAL</b>	<b>2600</b>	<b>2600</b>	<b>350</b>	<b>2250</b>

**Note:** Actual quantities of Tool Kits may vary subject to availability of fund from Ministry.

- 1.7. One tool kit will be given to each family, so that continuous employment is to be generated by this technology.
- 1.8. KVIC invites open tenders through - procurement site "<https://eprocure.gov.in/cppp/>" for purchasing Tool kits directly from the manufactures/supplier.
- 1.9. The prospective bidders are expected to send their queries / suggestions by email id czkvicbpl@gmail.com on or before 23.08.2019 & they may be call for pre-bidding meeting on 23.08.2019.
- 1.10. All Tools should be indigenously manufactured to promote Make in India mission.
- 1.11. Manufacturer should ensure after sale support i.e. toll-free number.
- 1.12. All prospective bidders are expected to refer the website <https://eprocure.gov.in/cppp/> for any updates on regular interval till the closing day of submission of the bid.
- 1.13 The period of assignment will be for **three year** from the date of awarding of the work order. In the event of any changes in the scheme, tools & specification etc., tender will be terminated and further separate tender will be called for.

## **2. ELIGIBILITY AND PRE-QUALIFICATION CRITERIA**

- i. Registered Firm/Rural Engineering trading unit of KVIC having experience in manufacturing or trading of Tools/ kits shall be eligible to apply.
- ii. The bidder should have a minimum atleast 2 years of experience as on 31<sup>st</sup> March 2019 in trading of tools, machines related experiences with annual turnover should be not less than Rs. 25.00 Lakhs.
- iii. The bidder shall have previous experience to supply the tools / machines to Government organization.

## **3. INTEGRITY CLAUSE**

Integrity clause in line with guidelines issued by Department of Expenditure vide O.M.14 (12) 2008-E-II (A) will be complied with GFR norms as applicable will be followed. The Integrity pact will be signed between KVIC and the bidder agency before awarding the work.

## **4. PROCEDURE FOR REVIEW OF THE WORK OF THE AGENCY AFTER AWARD OF THE ASSIGNMENT**

A Tender Evaluation Committee will evaluate the Bid and ensure the veracity of the bidder, the ongoing turnover /capacity, infrastructure of the bidder, confirming the ability of the bidder, and performance of the selected agency, as per the criteria mentioned in Tender document.

## 5. BID EVALUATION CRITERIA AND SELECTION PROCESS OF THE AGENCY

### (a) Bidding process

- (i) Each bidder shall pay the cost of bid document amounting to Rs. 5000/- (Rupees Five thousand only) (non-refundable).

EMD on tool-kit as per following table on estimated value of tool-kits through NEFT/RTGS in the account of Zonal-office of KVIC, supported documents in this regard may please be attached along with bid. KVIC invites two-part bids from eligible firms for the scope of work mentioned in the document. The two-part bid shall consist of **Part-I-Technical bid** and **Part-II-Financial bid**.

Sr. No.	Particulars	EMD per machines in Lakhs
	Tool kit for Central Zone	----
1.	Central Zone 2600 Nos.	1.456

- (ii) Technical Bid and Financial bid should be submitted in two separate covers, clearly writing on covers as "**Technical Bid**" and "**Financial Bid**" respectively. The Technical Bid would be opened first. The Financial Bid would be opened only in the case of those bidders, who qualify the technical evaluation and meet the requisite parameters laid down by the KVIC.
- (iii) The bidder may apply for Technical bid as per **Annexure-A** and the Financial bid will be filled as per **Annexure-B**, and shall be uploaded in pdf format & submit in Financial cover. The bidder should deposit the **EMD @ 2%** of total estimate value of tender as tabled at Sr. No. 5(a) (i) in Central zone. After award of tender the supplier / manufacturer will sign an agreement.

The EMD will be returned to the un-successful bidder after finalization of Tender process. The successful bidder's EMD will be returned, after submitting the Performance Bank Guarantee in favour of KVIC @ **5%** of total tender cost of tools-kit's amount as per GFR norms. The Performance bank Guarantee will be returned to the successful bidder after 1 year i.e. after completing the warrantee period of tool-kits.

Following **supporting documents** should be enclosed along with Technical bid: -

1. Certificate of "trading of machines, tools, etc" with registration number with **Central/State government**.
2. EMD or exemption for only those items which are published in the gazette and firms registered with MSME & NSIC, Departmental KVIC Trading Unit, PMEGP/REGP units etc.
3. Details of offices/Branches of the agency / associates in the Country with full address, phone numbers and email id.
4. Chartered Accountant certified balance sheet of the last 2 years to indicate the turnover of the organization.
5. GST No. of the Organization.
6. The manufacturer or supplier's declaration that they have the capacity of supplying tool kits per day.
7. The copy of previous supply order of government supplies.
8. 2% EMD of the total estimated value of tender **Rs. 1.456 Lakh** through NEFT/RTGS to **EMD account of Zonal office KVIC**. The Bank details as mentioned below
  - a) Name of the Bank : **SBI**
  - b) Branch : **M.P. Nagar, Bhopal**
  - c) Account No. : **10121604092** (EMD of Tender)
  - d) IFSC Code : **SBIN 0005793**
9. The cost of tender document Rs. 5000/- (Rupees Five Thousand only) by banker's NEFT/RTGS to **IRG account of Zonal office KVIC**. The Bank details as mentioned below.
  - a. Name of the Bank : **SBI**
  - b. Branch : **M.P. Nagar, Bhopal**
  - c. Account No. : **10121604092** (Cost of application of Tender)
  - d. IFSC Code : **SBIN 0005793**

Last Date for submission of bids shall be 02.09.2019 before 10.30 AM.

- (iv) The tender document can be obtained from the website of CPP portal.
- (v) Contact Address: The Dy CEO, Zonal office(C.Z.), Khadi and Village Industries Commission, B-3/4, Office Complex, Gautam Nagar, Bhopal-462 023, for further if any clarification you may contact on phone no.0755-2583667, by email: czkvicbpl@gmail.com
- (vi) The evaluation committee will examine the bids to determine, whether required tender cost and EMD has been furnished. Whether the bids are generally in order and all other requirements are fulfilled for its acceptance.

- (vii) The evaluation committee may waive any minor infirmity, non-conformity or irregularity in a bid that does not constitute a material deviation and that does not prejudice or affect the relative ranking of any Bidder as a result of the technical and financial evaluation.
- (viii) If a Bid is not substantially responsive, it will be rejected by KVIC, and may not subsequently be made responsive by the Bidder by correction of the non-conformity.
- (ix) The bids will be evaluated by KVIC to ascertain the technical and commercial responsiveness of bid for the complete scope of work, as detailed in the Bid Documents.
- (x) Application fee and EMD is exempted for departmental KVIC institutes, firms registered with MSME, NSIC as per gazette of Govt of India.
- (xi) The delivery of tool-kit shall be supplied from the date of issuing purchase order in favour of selected bidder, if delivery schedule of tool kits given is not followed & it is found that the supplier is not capable to supply tool kits per day then he will be black-listed and his EMD & performance bank guaranty will be forfeited.

**(b) Technical Evaluation**

After the technical evaluation is completed, KVIC shall notify those bidders, who qualify and there after the financial bid of technically qualified bidder shall be opened online.

The bidders who do not qualify the technical evaluation shall be informed separately and their EMD shall be returned after award of the assignment to the selected bidder.

**(c) Financial proposal**

The Tender Evaluation Committee will assess the financial bids of the bidders and the lowest financial bid (L1) of tool-kit will be selected for award of the supply order. The rate of each single unit must be inclusive of all taxes i.e. GST, etc and transportation F.O.R.

**(d) Award of the Assignment**

- (i) The maximum estimated price of tool-kit is Rs2800/- and only those bidders will be preferred, those who will quote minimum rate.
- (ii) The selected agencies (L1) will have to send one set tool-kit to Zonal Office for physical examination as per technical specification.
- (iii) The agency who qualifies the test will have to furnish an 'Unconditional Acceptance' of the assignment, within five days from the date of the award of the work regarding supply of tool kits.
- (iv) At the time of entering into agreement the Performance Bank Guarantee (5% of total cost of tool kits) will be submitted by successful bidder. If any renewal of the Bank Guarantee is required, that will be the sole responsibility of the bidding agency.
- (v) Quantity given in the tender document is approximate. It is likely to vary.

- (vi) Dy CEO, Zonal Office (CZ), KVIC, or his representative will collect random sample without any prior notice to supplier and verify the technical specification of tool-kit that should be within the prescribed limits.
- (vii) In case the delivered tool kits are not as per specifications at FOR destination, the same will not be accepted. The selected bidder will have to replace the tools or kit as per the actual specifications and requirement at their own cost to KVIC.
- (viii) After submission of performance bank guarantee by the successful bidder & after confirmation of the same and EMD amount will be returned to the successful supplier. For unsuccessful bidders EMD amount will be returned within 10 working days after award of assignment to the successful bidder.
- (ix) Onsite warrantee period of tool/kit will be six month. During the warrantee period if it is found that there is manufacturing defect in tool-kit then supplier has to repair the same within a period of 10 days from the date of information by the State/Divisional Director of the concerned state over mail/phone. If supplier is not turned up to repair the defect then it will be repaired through other agency and repair cost will be claimed through performance bank guarantee and supplier will be black listed.
- (x) The performance bank guarantee will be returned only after completion of warranty period of 1 year, as mentioned above.
- (xi) KVIC will reserve its right to purchase or reject the machines in part or full.

## 6. PACKING & MARKING

1. **Packing:** The tool kits shall be in complete form, properly protect from damage in transit.
2. **Marking:** The Khadi India logo should be pasted outside & inside of toll-kit.

## 7. PAYMENT TERMS

- A. The bill for the supply of tool kit on the basis of the accepted rates and terms & conditions will have to be submitted in favor of State/Div. Director, KVIC of the respective state/Div. Office where the machines have been delivered.
- B. The bill raised by the firm should have all tax registration numbers printed on the bill. Validity of the tax registration during the current period of contract shall be the sole responsibility of the firm.
- C. The prices/rates quoted should be indicated in words as well as in figures and in INR only.
- D. Payment shall be made on receipt of tool-kits as per specification against bill for the supply made after the tool-kit have been checked and accounted and there is no damage/shortage.
- E. To ensure timely delivery schedule and achieve the target in time, State /Divisional office, of **KVIC under Central Zone** will release the payment within 15 days of supply through RTGS against bills and Income Tax and other taxes, if any, shall be deducted against bills submitted for which bank details should be furnished with the bill.

- F. The amount of TDS on GST will be credited in the account of State/Div. Director of that particular state, KVIC. They will file return before 10<sup>th</sup> of each month.
- G. No payment is admissible for goods rejected.

## **8. PENALTY CLAUSE**

At any time, if the performance of the agency/firm during the current assignment is not found to be satisfactory, the agreement can be terminated and the EMD, shall be forfeited by the KVIC.

## **9. DELAY AND LIQUIDATED DAMAGES**

- i. The KVIC shall have right to impose a penalty @ 0.5% of value of order on the party if he fails to deliver the contractual obligation on time.
- ii. Quantum of liquidated damages assessed and levied by the KVIC and decision of the KVIC thereon shall be final and binding on bidder provided further the same shall not be challenged by bidder either before Arbitration tribunal or before the Court. The same should stand specifically excluded from the purview of the arbitration. As such, the same shall not be referable to arbitration.

## **10. TERMINATION OF CONTRACT**

The KVIC may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the supplier, terminate this contract in whole or in part.

- A. If the agency/contractor fails to supply the items within the period(s) specified and agreed in the contract or any extension thereof granted by Zonal Office (CZ), KVIC.
- B. If the agency fails to perform any other obligation(s) under the contract.
- C. If the performance is found unsatisfactory due to the negligence of the agency/contractor, depending upon the severity of negligence, KVIC reserves the right to blacklist the agency/contractor from further participation in any of KVIC tenders/contracts. The decision of KVIC shall be final in this regard.
- D. For all legal suits, the Courts of Zonal headquarter at Bhopal alone shall have exclusive jurisdiction.

## **11. FORCE MAJEURE**

If at any time, during the continuance of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reason of any war, or hostility, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts or act of God (Hereinafter referred to as events) provided notice of happenings, of any such eventuality is given by either party to the other within 30 days from the date of occurrence thereof, neither party shall by reason of such events be entitled to terminate this contract nor shall either party have any claim for damages against the other in respect of such nonperformance or delay in performance under the contract shall be resumed as



soon as practicable after such an event may come to an end or cease to exist, and the decision of KVIC as to whether the supplies have been so resumed or not shall be final and conclusive. Further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days either party may, at their option terminate the contract.

## **12. SPECIAL TERMS AND CONDITIONS OF THE CONTRACT**

- a. In case the date fixed for opening of bids is subsequently declared as holiday by the KVIC, the revised schedule will be notified. However, in absence of such notification, the bids will be opened on next working day. Time and venue remaining unaltered.
- b. KVIC reserves the right to disqualify such bidders who have a record of not meeting contractual obligations against earlier contract entered into with KVIC.
- c. No sub-contracting is permissible.
- d. Conditional bid will not be accepted.
- e. KVIC reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder or bidders on the ground of KVIC's action.
- f. KVIC is not bound to accept the lowest tender or any tender or to assign any reason for rejecting any or all the tenders. It also reserves the right to accept/reject (part/whole) or any other tender(s) at their sole discretion without assigning any reason thereof. Its decision in the matter shall be final and binding.
- g. Prices shall remain fixed and valid during the period of contract.

## SECTION-II

### FORM-5

#### PERFORMANCE SECURITY GUARANTEE BOND

1. In consideration of the Khadi and Village Industries Commission (hereinafter called 'KVIC) having agreed to exempt (hereinafter called 'the said contractor(s)') from the demand under the terms and conditions of an agreement/Advance Purchase Order No..... dated..... made between ..... and ..... for the supply of .....(hereinafter called "the said agreement "), of performance security deposit for the due fulfillment by the said contractor (s) of the terms and conditions contained in the said Agreement, on production of the bank guarantee for we, (name of the bank).....( hereinafter refer to as "the bank") at the request of .....(contractor(s)) do hereby undertake to pay to the KVIC-India an amount not exceeding ..... against any loss or damage caused to or suffered or would be caused to or suffered by KVIC -India by reason of any breach by the said Contractor(s) of any of the terms or conditions contained in the said Agreement.
2. We (name of the bank) .....do hereby undertake to pay the amounts due and payable under this guarantee without any demure, merely on a demand from the KVIC by reason of breach by the said contractor(s)' of any of the terms or conditions contained in the said Agreement or by reason of the contractors(s)' failure to perform the said Agreement. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee where the decision of KVIC in these counts shall be final and binding on the bank. However, our liability under this guarantee shall be restricted to an amount not exceeding.....
3. We undertake to pay to the KVIC any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) /supplier(s) in any suit or proceeding pending before any court or tribunal relating thereto our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be valid discharge of our liability for payment there under and the contractor(s)/supplier(s) shall have no claim against us for making such payment.

We (name of the bank) ..... further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the KVIC -India under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till

..... (office/Department) KVIC certifies that the terms and conditions of the said Agreement have been fully or properly carried out by the said contractor(s) and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the expiry of ONE/TWO/TWO AND HALF/THREE YEARS (as specified in P.O) from the date hereof, we shall be discharged from all liabilities under this guarantee thereafter.

4. We (name of the bank) further agree with the KVIC-India that the KVIC shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the KVIC against the said Contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor(s) or for any forbearance, act or omission on the part of the KVIC or any indulgence by the KVIC to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
5. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s)/supplier(s).
6. We (name of the bank) lastly undertake not to revoke this guarantee during its currency except with the previous consent of the KVIC in writing.

Dated the \_\_\_\_\_ day of \_\_\_\_\_ for (indicate the name of bank)

FORM-6

**AGREEMENT**

THIS AGREEMENT made at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ among Zonal office, Khadi & Village Industries Commission (KVIC), a statutory body created by an Act of Parliament (No.61 of 1956) having its Office at -----, hereinafter called "**KVIC**" (which expression shall, unless repugnant to the context or meaning thereof be deemed to mean and include its successors and assigns) **of the One Part** AND M/s. ....having its office at .....here in after called "**Supplier**" (which expression shall, unless repugnant to the context or meaning thereof be deemed to mean and include its survivors or survivor of them and heirs, executors and administrators of the last survivor and their/him/her permitted assigns) **of the Second Part**

**ANDWHEREAS**, the KVIC engaged in the promotion and development of Khadi & Village Industries in the Zone/country and also provides technical, financial and marketing support to its implementing agencies and for that purpose establishes linkage with other organizations and agencies wherever feasible.

**ANDWHEREAS**, under Directorate of Polymer & Chemical Based Industry, Leather is an activity taken up by KVIC for promotion, by providing Training and equipment to upgrade the lively hood of leather artisans and for generating sustainable employment to rural mass including SC/ST/NEZ population and unemployed youth & women at their doorstep. KVIC is working for the overall promotion of leather training in the country with an objective to develop artisan.

**ANDWHEREAS**, KVIC functions with its Central Office in Mumbai and having 6 Zonal Offices, 45 State/ Divisional/ Sub Offices all over the Country. The Directorate of PCBI, KVIC, Mumbai have been allocated the Physical and financial target for Procurement of required tool kits for distribution to the beneficiaries to all State/Divisional Offices of KVIC. This task will be completed by \_\_\_\_\_.

**ANDWHEREAS**, under the scheme, \_\_\_\_\_ to be distributed to each beneficiary by State/Divisional Offices, KVIC, so that artisans may get employment opportunities to unemployed youth with the aim of providing sustainable employment and income to the rural and urban unemployed youth.

**ANDWHEREAS**, for the aforesaid purpose, KVIC has invited tenders from manufacturers / suppliers for the supply of *various leather tool kits*

**ANDWHEREAS**, a contractor being a manufacturer / supplier of various toolkits has emerged as a successful bidder for the aforesaid supply.

**NOW THIS AGREEMENT WITNESSTH AND IT IS HEREBY MUTUALLY AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:**

1. The contractor agrees to undertake the supply of toolkits as referred in Tender No. \_\_\_\_\_ as per the requirement of the KVIC at the rates quoted by him. The prices are inclusive of all the levies taxes like sales tax and excise duty freighted.
  
2. **Right of rejection**  
KVIC shall have the right to reject the leather tool kits ..... supplied by the contractor, which are not in conformity with the requirements/ specifications mentioned in the Tender document as well as purchase order.
  
3. **Duration of agreement**  
This Agreement shall be valid for a period of 3 years from the date of signing of the Agreement. The contract may be extended with the same terms and conditions and rates with the consent of both the parties. The warranty period of the tool kits is 1 year.
  
4. **Integrity Pact**  
An Integrity Pact Agreement to be executed on a Stamp Paper of Rs.100/- between Zonal Office and the selected bidder before placing the work order.
  
5. **Bank Guarantee**  
Bank performance guarantee is to be submitted by the contractor to Zonal Office as per applicable GFR norms. If any renewal of the Bank Guarantee is required, that will be the sole responsibility of the bidding agency. The Dy CEO on behalf of KVIC will be entitled to appropriate the said sum to any damage, penalties and other sums which the contractor may be required to pay in case the contractor fails to perform /fulfill or to keep and observe all or any of the said conditions of the agreement on his part herein after contained.
  
6. **Right to vary the TOR**  
During the period of the assignment, authority may modify the TOR and other terms and conditions of the assignment, if necessary, in order to strengthen its scope/ coverage.



FORM 7

CERTIFICATE OF DECLARATION

I \_\_\_\_\_ Son/Daughter of \_\_\_\_\_ /  
W/O \_\_\_\_\_ R/O \_\_\_\_\_ hereby  
confirm and declare that my/our firm/company M/s..... is not  
blacklisted/delisted or debarred or on Holiday list with any company of Private/Public  
Ltd. or Government Company/Govt. dept. from participating in the tender as on date.

In case at any stage, it is found that the information given by me is false/ incorrect,  
KVIC-India shall have the absolute right to take any action as deemed fit/ without any  
prior intimation to me.

Signature:

For and on behalf of the Bidder

Name:

\_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_

## Specification of KVIC Cobbler's Tool-Kit

No.	Particulars	Specification of tool box & tools	Nos.
1	Tool Box will be made with GI Tin Sheet of 22 gauge,	Size of Tool Box of L-18 inch, W-11inch, H-7.25 inch with Khadi India Sticker outside and inside. On inside sticker "Tool Kit supplied by Khadi and Village Industries Commission is to be mentioned clearly. Printed Sticker above the box "KHADI INDIA with LOGO size ( 9inch x 6 inch )	One
2	<b>Scissor</b>	Material Iron, handle type bent, Length 8 inch, Weight 250gm to 400gm Approx.	One
3	<b>Rampi</b>	Length 6 inch with wooden handle, blade material mild steel, Weight 150 gm to 200gm Approx.	One
4	<b>Bending Hammer</b>	Length 6 inch with steel head, Weight 500gm Approx.	One
5	<b>Pincer</b>	Length 200mm, Weight 300 to 400gm Approx	One
6	<b>TIPAHI ( Tripod Cobbler)</b>	Iron casting, L- 6", H-6", Weight 2kg to 2.5kg Approx.	One
7	<b>JAMMBOOR ( Leather hole Pincer)</b>	Length 8 inch, material cast iron, Weight 250 to 400gm Approx.	One
8	<b>CUTTERNI (HAND STITCH NEEDLE)</b>	With Plastic handle L- 6"/ Steel brand Ronksing	One
9	<b>BRUSH (polishing) (Black &amp; Brown)</b>	Wooden Length 8 inch, Weight 100gm Approx.	One
10	<b>Colour box (Black &amp; Brown)</b>	Both 200ml	Two
11	<b>Thread Bundle (Blk. &amp; Br.)</b>	Cotton thread bundle 8No.	Two
12	<b>Wax</b>	As per availability 100gm	One
13	<b>Wooden Piece</b>	Length 16 inch	One
14	<b>Sharpening Stone</b>	Size (8") : 200 mm x 50 mm x 25 mm , Weight 300- 500gm Approx.	One
15	<b>Polish box (Blk. &amp; Br.)</b>	Weight 200gm	One
16	<b>Adhesive box</b>	Synthetic rubber based adhesive, Weight 500gm	One
17	<b>Nails (Tingles)</b>	8mm & 13mm, Weight 450gm	One
18	<b>Leather punch set</b>	Length 3to 4 $\frac{1}{2}$ inch	One



**Part-I - Technical Bid**

(In Technical cover)  
Letter head

Address: .....

T D. NO.: PCBI-KVIC/Leather Tool Kit/2019-20

dt. , 2019

**APPLICATION FORM**

Sub:- Supply of tool kits under promotional activities of PCBI during the year 2019-20 reg.

Ref: -Notice Inviting Tender vide advertisement No.\_\_\_\_\_ dt.\_\_\_\_\_ in CPP Portal.

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S. No.	PARTICULARS	
1.	Name & full postal address of the Tool kits manufacturer/suppliers.PIN code, STD code, Fax/Tel. No., e-mail ID	
2.	Registered with State or Central Govt.	
3.	Year of registration (Please enclose the certified copy of the registration)	
4.	Legal Status of the Organization (Whether Registered Firm/ the agency register under rural engineering trading unit of KVIC having experience in supply/trading of tools/machines shall be eligible to apply	
5.	Year of Commencement of Operation with Experience	
6.	Brief profile of the agency along with organizational chart and manpower available	
7.	Details of information i.e. Office and other branches / places in the country with address ,PIN code, STD Code, Fax/Tel. No., e-mail, web site, if any	
8.	Past Experience in trading of tool, machines, etc. furnished separately	
9.	Annual Turn Over not less than Rs. 5.00 Lakhs compared with last 2 years (Enclose Chartered Accountant Certified Balance Sheet for reference).The bidder should have a minimum 2 years of experience on as on 31 <sup>st</sup> March 2019 in trading of tools/machines.	
10.	Whether the agency is graded/rated by any competent authority/ professional agency, if so, give details	

11.	Financial position of the agency (Enclose last 2 years audited Balance Sheets)	
12	a. GST No (Please enclose certified copy)	
	b. Copy of government supply order, if any	
13.	a) Details of Earnest Money Deposit (EMD) deposited through NEFT/RTGS	
	b) Details of cost of the Tender Document deposited through NEFT/RTGS	
14.	Any other information about the agency feels relevant but not covered in the form	

For the procurement of tool kits, the 'Technical Bid' and 'Financial Bid' should be submitted on <https://eprocure.gov.in/cppp/> site in two separate covers.

Two separate NEFT/RTGS i.e. one for cost of the Tender Document and another for Earnest Money Deposit (EMD) must be enclosed along with the Technical Bid only.

**Note:** While submitting the offer and quoting cost; the agency has to take into consideration the guidelines, terms & conditions and various clauses of the draft agreement.

Place:

Signature of Authorized person:

Date:

Name:

Designation:

Seal

**Financial Bid-Part-II**  
**Financial Bid Format for Supply of KVIC Cobbler's Tool-Kits**

<b>Financial Bid for Supply of KVIC Cobbler's Tool-Kits</b>					
Name of the Firm :					
Address					
Telephone / Mobile No.					
Email:-					
Sl. No.	Name of the item	Qty. (No.)	Rate quoted F.O.R. at Destination (ref. ToR)	Taxes	Total rate including all taxes
1	Tool Box will be made with GI Tin Sheet of 22 gauge,				
2	Scissor				
3	Rampi				
4	Hammer				
5	Pincer				
6	Tipahi				
7	Jamamboor				
8	Cutterni				
9	Brush (Black & Brown)				
10	Colour box (Black & Brown)				
11	Thread Bundle (Blk. & Br.)				
12	Wax				
13	Wooden Piece				
14	Sharpening Stone				
15	Polish box (Blk. & Br.)				
16	Adhesive box				
17	Nails (Tingles)				
18	Punch Set (0 to 10Nos.)				

Place:

Signature of Authorized person:

Date:

Name:

Designation:

Seal

**Note:** While submitting the offer and quoting cost; the agency has to take into consideration the guidelines, terms & conditions and various clauses of the draft agreement. Since this is a fixed price contract and therefore, price quotation shall include inter-alia direct and indirect wages, overheads, cost of transport, and cost of items.