

Invitation to Tender

Project title : GIZ-HCFC Phase-Out Management Plan (HPMP) – Service Sector

Project No : 10.2159.1-192.00

Purpose of Bid: Procurement of Equipment and Tools for Refrigeration and Air Conditioning Training Programs in different parts of the country. The terms and conditions are specified below;

Dear Sir

We are pleased to send in attachment following documents for reference:

- I. Bidding conditions
- II. List of equipment and tools required
- III. Terms of Reference
- IV. Bank Guarantee format
- V. General Conditions

We request you to submit your bid in a sealed envelope for the indicated scope of work here. The bid must reach to GIZ Office latest by **16:00hrs on December 7, 2012** at the below given address.

Head of Procurement
GIZ Office, First Floor
B-5/1, Safdarjung Enclave
New Delhi – 110 029

Please mark your envelope **Tender Ref: Bid "Equipment & Tools"**

Please send your queries (if any) only via e-mail to gtzproc@giz.de marking the subject line **"Query on Equipment & Tools"**. **Deadline for seeking clarifications is 26th November'2012.**

The queries will be answered latest by 27th November 2012.

Please refrain from personal / telephonic / telefax contact on the subject of this tender

The bids received shall be evaluated by the GIZ with regard to their brand / quality of material and to their price.

Kindly specify following data on your envelope / offers :

1. Tender Number : **91063522**
2. Ref PN : **10.2159.1-192.00**

We look forward to receiving your offers.

Thanking you and

With best regards,

Head of Procurement

Details / specifications of Equipment required

As per attached list(s)

Bidding Conditions

- a) The suppliers must quote as per the attached list, stringently adhering to the specifications/configurations given. No variant solutions will be acceptable.
- b) Supplier to clearly indicate brand, manufacturer name and quality of material to be used as relevant and where available.
- c) An Earnest Money Deposit equivalent to INR 50,000 must be sent along with the bids, in the form of a Demand Draft issued by a Nationalised Bank, favoring **GIZ Office** and payable in New Delhi. The EMD will be returned to the unsuccessful firms once the order is awarded to the winning firm, the EMD will be returned after the contract is signed.
- d) The equipment and tools offered shall be field-proven for a minimum of two years.
- e) Equipment offered should be suitable for operation at 230V, 50 Hz, 1-Ph AC electric supply. The equipment shall be designed to operate normally under voltage fluctuations of +10% and shall have protections against voltage fluctuations of +25%. Furthermore, the equipment shall operate normally at ambient temperatures up to 45oC and a continuous daily usage of up to 12 hours.
- f) The spare parts should be easily available. If local representation in various cities of India, responsible for providing after sales service, are available should be provided with their name, address and contact nos.
- g) Errors and Omissions: The Bidder will not be permitted to take advantage of any errors and omissions in the specifications. Should such errors or omissions be discovered, the Bidder must notify GIZ.
- h) Kindly indicate in your proposal the warranty of all the equipments & tools as well as defects liability (parts and labour)

- i) The equipment and tools will have to be delivered to 17 destinations in the country / India. The cities are Hyderabad, Guwahati, Chandigarh, Ahmedabad, Bengaluru, Cochin, Indore, Pune, New Delhi, Bhubaneswar, Jaipur, Chennai, Lucknow, Patna, Bhopal and Kolkatta. The complete addresses will be provided to winning firm upon awarding the contract.
- j) Please indicate clear delivery time, upto the destination / training centre. The delivery of the consignments viz. 17 sets of equipment and tools will have to be done at earliest as training will start from first week of January 2013 at all cities.
- k) The bidders are required to duly fill columns 5, 6,7 and 8 in the attached list and attach to your proposal. The proposals alongwith equipment list (duly filled) must be signed and stamped.
- l) Payment Terms. Advance payment upto maximum of 30% will be paid only against bank guarantee valid for at least 90 days from the date of issue. (BG format can be viewed among the documentation for this tender uploaded in www.tendernews.com)
- m) Please indicate separately the packing & freight costs and forwarding up to the points of use/installation as per the indicated locations - if not included in the material costs
- n) Indicate Taxes applicable (with respective tax rates and amounts)
- o) Indicate shortest delivery time (delays in delivery entails a penalty as per General Terms & Conditions)
- p) The validity of the offers should be at least for 45 days from the date of deadline for submission of bids
- q) The prices shall be unchanged up to the last lot of deliveries to be made as per the indicative delivery schedule given; firm dates for delivery will be provided soon after the contract is prepared
- r) Attach copy of PAN Card

Evaluation Criteria

- i. All the bids will be evaluated technically as per the evaluation criteria indicated
- ii. The bidders are required to provide documentary evidence in support of below criteria along with their bids.
- iii. The final decision will be based on the quality / brand & net cost price and date of delivery
- iv. Weightage for technical and financial offers will be equal i.e. 50% each
- v. GIZ reserves right to award the order in parts or in full to one or more firms
- vi. No costs for submitting the tenders / quotations / drawings will be reimbursed by GIZ
- vii. Incomplete offers will be summarily rejected
- viii. There will be no public opening of bids



- ix. GIZ reserves the right to waive off any formalities thereof or reject any or all the tenders received without assigning any reason thereof.

**Technical scoring criteria - Tender for
supply of Equipments & Tools**

Sl.Nr.	Criteria	Score
1	Experience: Years of existence of the company	15
2	Financial solvency: Average annual turnover (INR) in past 3 years	25
3	Maximum value of single order for supply of equipment & tools handled in past 3 years	20
4	Delivery Plan: Maximum time needed after delivery request by GIZ to deliver different in cities	25
5	Service location: Please indicate available after sales service plan in the locations GIZ wants deliveries made	10
6	Warranty: Period of warranty (indicate extended warranty if any)	5

Total for Technical score 100

Please provide documentary evidence in support of above criteria. All the documents must be self-attested with company stamp on each document(s)

