



CENTRE FOR HERITAGE, ENVIRONMENT AND DEVELOPMENT (c-hed)

(Research & Development wing of the Kochi Municipal Corporation)
31/4040 A, Corporation c-hed Building, Kacherippady, Ernakulam
(District)Kochi - 682 018, Kerala(State), India.

Reference No: c-hed/39/2024

date: 03/02/2025

INSTRUCTIONS TO THE BIDDERS

1. GENERAL

1.1. Scope of the Bid :-

1.1.1. The Centre for Heritage, Environment, and Development invites bids from qualified companies/firms for the Work detailed in the Notice Inviting Tender (NIT).

1.2 Cost of Bidding

1.2.1 The bidder shall bear all costs associated with the preparation & submission of bids and site visits, and the Authority will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

1.2.2. The tender document(s), may be downloaded free of cost from the c-hed website (<https://ched.org/category/homepage-news/>).

1.3 Bid Prices

1.3.1 The Bidder shall bid for the whole work as described in the Bill of Quantities.

1.3.2 The rates quoted by the Bidder shall include cost of all materials and conveyance, labour charges, hire charges of plant and machinery, overheads and all incidental charges for execution of the contract. The rate quoted shall also include all statutory taxes as on the date of submission of the tender and such taxes shall be paid by the contractor

1.3.3 The rates and prices quoted by the bidder shall remain firm during the entire period of contract. The authority shall not accept any price escalated from the original quoted amount.

1.4 The successful bidder should guarantee the successful and satisfactory completion of the the works under the contract, as per the specifications and documents.

1.5 The successful bidder further guarantees that the infrastructure and equipments provided and installed by him shall be free from all defects in material and workmanship and shall, upon written notice from the

Agreement Authority or the Engineer, fully remedy free of expenses to the Employer, such defects as developed under the normal use of the said infrastructure within the period of defect liability period of 1 year from date of completion of the work.

Terms and Conditions

1. **Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.
2. An Earnest Money Deposit (**EMD**) amount Rs. 50,000 (Fifty Thousand Rupees Only) will be in the form of a demand draft drawn in favor of the Secretary, Centre for Heritage, Environment and Development (c-hed). EMD shall be released after signing of agreement.
3. EMD in the form of Only DD, Hard Copy of the DD must be submitted before bid end date along with the tender document.
4. The bidder must visit the site and thoroughly review the scope of work, site conditions, provisions in the tender documents, available resources, and any potential site-related difficulties or restrictions. Failure to do so and subsequently quoting a price that does not account for these factors, or facing any difficulties due to not visiting the site, will not be the responsibility of the authority. The authority will assume that the bidder has visited the site and submitted their quote based on their own inspection and evaluation. The bidder may contact the authority for any clarifications before submitting their bid.
5. Bidder must have given the rate all-inclusive of Providing & Installation, site clearance, civil work, Transportation, Loading-Unloading, aggregates, taxes etc.
6. Payment shall be deducted for all norms, TDS and necessary govt taxes and etc.
7. Bidder enclosed ISO 9001-2015, ISO 14001-2015, ISO 45001-2018 certificate.
8. Bidder enclosed the Vigilance Pledge Certificate.
9. GST Certificate, Trademark Certificate in appropriate class, Bank Solvency Certificate (100 Lakhs), Warranty Certificate, undertaking of non-blacklisting, last financial 03 years, income tax return along with profit-loss and balance sheet, CA certified Turnover certificate (Last 03 Years Average Turnover Rs. 1.5 Cr.), Provisional Balance sheet of financial year 2023-2024 will also be considered.
10. Attach Copy of Single Work Order or Work Completion certificate all type of supply & installation of various types of Open Gym equipment & Related Products of any Govt. Dept. / PSUs / Local body / Govt. organization etc., of minimum 30 Lakhs.
11. Warranty period of the supplied products shall be 1 year from the date of final acceptance of goods or after completion of installation.
12. Sample of the Said Equipment must be submitted to the authority/arrangement for inspecting the samples has to be made if required for the verification.
13. Bidder's offer is liable to be rejected if they don't submit any of the certificates / documents sought in the Bid document.

14. Bid Validity (Total Number of Days up to which the rates are to be firm) 60 day
15. The Bidder should have valid GST registration and valid PAN/Taxation Index Number.
16. Hardcopy of the bid will be received at the office of the undersigned up to 20th February, 2025, 3.00 PM. and will be opened on the same day at 4.00 PM. Any Extension or change in date or time shall be notified at the c-hed website <https://c-hed.org/category/homepage-news/>
17. Bids send through postal service/private courier is permissible but should reach to the tendering authority within time and date mentioned for submission of the tender.
18. No bids will be received beyond the stipulated time as mentioned.
19. The tender will be evaluated by c-hed and those that do not conform to the specifications or to the satisfaction of the authority will be rejected.
20. The bidder should submit the specification of the equipments as listed in the BOQ.
21. For any clarifications regarding the terms and conditions in this tender notice please contact on all Government working days from 10:00 am to 5:00 pm. Ph:8330068829
22. The Authority shall accept the tender which will be best suited in all aspects. The decision of the authority shall be final.
23. Authority also reserves following rights without any kind of liability:
To accept or reject tender without assigning any reason thereof.
Not to proceed ahead in the tender process at any stage without assigning any reason thereof.
24. The decisions of the undersigned authority shall be final and binding on the bidders.

Sd/-
Secretary
c-hed

ANNEXURE - 1

General Details on Manufacturer's letterhead

1.	Name of the organization / Firm/ Institute	
2.	Address	
3.	Contact Details Mobile No. : Email id :	
4.	Years of Experience in Supply and Installation of Open Gym Equipment.	
6.	Whether the agency was ever blacklisted: Y/N if yes whether that blacklisting was not cancelled: Y/N (If yes, attach copy of same and the affidavit)	
7.	Confirm to accept all Term & Conditions specified in tender documents.	Self-Certification on letterhead to be submitted



ANNEXURE - 2

Non-Blacklisting declaration (To be given on Company Letter Head)

Date:

To,

Sub: Declaration for non-blacklisting.

Tender Reference No: Tender Notice c-hed/39/2024, dated: 03/02/2025

Name of Tender / Work: - 'Setting up of Open Gym' at 10 locations in Kochi Municipal Corporation against Tender Notice c-hed/39/2024, dated: 03/02/2025

Dear Sir,

We hereby declare that we are not blacklisted by any Central/ State Government/ agency of Central/ State Government of India or any other country in the world/ Public Sector Undertaking/ any Regulatory Authorities in India or any other country in the world for any kind of fraudulent activities.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)



ANNEXURE - 3

Manufacturer's Certificate on letterhead

We declare that we are manufacturers of the goods required in the tender Notice c-hed/39/2024, dated: 03/02/2025 floated by Centre for Heritage, Environment and Development (c-hed). Our GST No is_____. We are attaching copy of our GST registration and manufacturing registration.

This is to certify that M/s_____ is
Sole for our products namely_____.

We hereby confirm to provide the complete technical Specification for Supply and Installation of equipment provided this tender.

We have read the terms & said equipment specifications with their visuals of the tender and undertake to supply the material through above Sole specifications. We are ready to abide by conditions of tender and will stand for warranty and services.

OEM Proprietor/Partner/Director
Name of Origination:

Place :

Date :

ANNEXURE - 4

AFFIDAVIT

(To be given on Company Letter Head)

I/We ,.....
bidder/Partner/Legal Attorney/Accredited Representative of M/s
.....solemnly
declare that:

1. I/We are submitting Tender for the work 'Setting up of Open Gym' at 10 locations in Kochi Municipal Corporation against Tender Notice c-hed/39/2024, dated: 03/02/2025
2. None of the Partners of our firm is relative of employee of Centre for Heritage, Environment and Development, Ernakulam (Name of the Employer) who is involved with the arrangement and execution of this work.
3. All information furnished by us in respect of fulfilment of eligibility criteria and qualification information of this Tender is complete, correct and true.
4. All documents/credentials submitted along with this Tender are genuine, authentic, true and valid.
5. I/we commit to deploying the equipment of sound quality and make
6. I/we undertake to deploy all plant and machinery, tools and tackles, man and materials etc. as required for execution of the work.
7. If any information and document submitted is found to be false/incorrect at any time, department may cancel my/our Tender and action as deemed fit may be taken against us, including termination of contract, forfeiture of all dues including Earnest Money, Lien Marked Deposits, DD, revoking of Bank Guarantees and banning/delisting of our firm and all partners of the firm etc.

Signature of the Tenderer

Seal :

Date:

Place: