

**GOVERNMENT OF INDIA
DEPARTMENT OF SPACE
SATISH DHAWAN SPACE CENTRE SRIHARIKOTA (SDSC SHAR)
NELLORE**

Tender for Clearing of Import and Export Consignments by CHA

Bids to be submitted online

Tender No.: SDSC SHAR/SCF (P&S, PGA, F&AD, SCHOOL, M&PH, SCSD, SCEND)/SH202100129401 dated 01-10-2021

A. Tender Details

Tender No : **SDSC SHAR/SCF (P&S, PGA, F&AD, SCHOOL, M&PH, SCSD, SCEND)/SH202100129401**

Tender Date : **01-10-2021**

Tender Classification: **SERVICES**

Purchase Entity : **SCF (P&S, PGA, F&AD, SCHOOL, M&PH, SCSD, SCEND)**

Centre : **SATISH DHAWAN SPACE CENTRE SRIHARIKOTA (SDSC SHAR)**

Clearing of Import and Export Consignments by CHA

Clearing of Import and Export Consignments by CHA for a period of 2 years.

A.1 Tender Schedule

Bid Submission Start Date : **01-10-2021 19:00**

Bid Clarification Due Date : **15-10-2021 16:00**

Bid Submission Due Date : **20-10-2021 12:00**

Bid Opening Date : **20-10-2021 14:00**

B. Tender Attachments

NA

Instructions To Vendors

1. STANDARD TERMS & CONDITIONS

1. Tele No.08623-225023/225174/226048

Fax No.08623-225170/22-5028

e-Mail ID : hps@shar.gov.in, sselvan@shar.gov.in, rajiv_bv@shar.gov.in

1. Instruction to Indigenous Suppliers:

a) Payment Terms shall be as specified in RFP. If not specifically mentioned Our Normal payment term is 100% within 30 days after receipt and acceptance of the item at our site. For AMC cases, payment term is on pro-rata basis against completion of AMC.

b) GST/IGST: Please specify GST percentage, if any, in your offer. Please mention HSN code in your offer and IGST @ 5% will be paid as per Notification No. 47/2017 Integrated Tax (Rate) dated 14.11.2017 and Government of Andhra Pradesh Goods and Service Tax Act, 2017 (Act No.16 of 2017), G.O.MS.No.599 Dated:12.12.2017. (IGST concession certificate will be provided along with PO) Our GST No. is. 37AAAGS1366J1Z1.

c) Purchase / Price preference to MSEs

Purchase/Price preference will be applicable to the product reservation admissible to the Micro and Small Enterprises. Purchase/Price Preference shall be extended to the MSEs under the Public Procurement Policy for MSEs formulated under the Micro, Small and Medium Enterprises Development Act, 2006. The participating MSEs in a tender, quoting price within the band of L-1 + 15% may also be allowed to supply a portion of the requirement by bringing down their price to the L-1 price, in a situation where L-1 price is from someone other than an MSE. Such MSEs may be allowed to supply up to 25% of the total tendered value. In case of more than one such eligible MSE, the supply will be shared equally.

Micro & Small Enterprises which have technical capability to deliver the goods & Services as per prescribed technical & quality specifications and may not be able to meet the qualification criterion relating to prior experience-prior turnover may be relaxed as per guidelines issued by Ministry of MSMEs & as amended from time to time.

Interested vendors shall specifically claim the benefit with supporting documents.

d) Purchase / Price preference to Make-in-India Products:

Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a Class 1 local supplier is denoted in the bid document 50%. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of

the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs. 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in-India) order 2017 dated 04.06.2020. In case Buyer has selected Purchase preference to Micro and Small Enterprises clause in the bid, the same will get precedence over this clause.

2) Any bidder from a country which shares a land border with India will be eligible to bid in any procurement whether of goods, services (including consultancy services and non-consultancy services) or works (including turnkey projects) only if the bidder is registered with Competent Authority as specified in Office Memorandum no.F.No.6/18/2019-PPD, Ministry of Finance, Department of Expenditure, Public Procurement Division dated 23rd July 2020. All the conditions mentioned in the above OM is applicable for this tender.

Common terms to Indigenous and foreign suppliers:

3.Warranty

You shall provide applicable warranty for the items offered by you without fail. For the applicable period you shall provide necessary warranty certificate.

4.Performance Bank Guarantee

Towards the performance of the systems during the warranty period you shall submit a performance bank guarantee equivalent to 3% of the order value to cover the warranty period. This PBG shall be interest free and the same shall be returned to you on successful completion of all contractual obligations. The said PBG shall have a further claim period of 2 months.

5.Security Deposit

On acceptance of the order, you shall submit an interest free amount equivalent to 3% of the total contract/order value towards security deposit. This security deposit is collected towards the performance of the Contract. The said Security Deposit shall be submitted either in the form of Bank Guarantee/Demand Draft/FDR receipts duly endorsed in the name of the centre. The Security Deposit will be returned to you on successful completion of the Contractual obligations; failing which it shall be forfeited/adjusted.

6.VALIDITY OF OFFER: - In case of single part tender - the validity of offers/tenders should be 90 days. In case of two part tender - 120 days from the date of opening of Part-I bid and 60 days from the date of opening of Part-II bid. Tenders shorter than offer validity mentioned above will not be considered for evaluation, which may please be noted.

7.Liquidated Damages:

If you fail to deliver the ordered items satisfactorily within the time specified or any extension thereof, Liquidated Damage @ 0.5%(zero point five percent) of the order value or part thereof the un-delivered items for each calendar weeks of delay shall be recovered from your bill. However total Liquidated Damage shall not exceed 10% (ten percent) of the order value.

FORCE MAJEURE:

Should a part or whole work covered under this contract be delayed in delivery/completion of work due to reasons of Force majeure which shall include legal lockouts, strikes, riots, civil commotion, fire, accidents, quarantines, epidemic, acts of God & War, stoppage of deliveries by the Government , freight embargoes etc; the delivery period/completion of work referred to in this Contract shall be extended by a period not in excess of duration of such Force Majeure. The occurrence shall be notified by either party within reasonable time.

8. Offers received through post, courier, fax or email will not be considered.

9. Technical and commercial bid (Part-I) shall not contain any price details. Optional accessories or other price details, if any shall be uploaded in Supporting documents related to Price Bid, to be opened along with Price Bid.

10. SDSC SHAR shall have the right to place part order among the parties for the items for which they are the lowest.

11. Arbitration:

In the event of any dispute/s, difference/s or claim/s arising out of or relating to the interpretation and application of the Contract, such dispute/s or difference/s or claim/s shall be settled amicably by mutual consultations of the good Offices of the respective Parties and recognizing their mutual interests attempt to reach a solution satisfactory to both the parties. If such a resolution is not possible, within 30 days from the date of receipt of written notice of the existence of such dispute/s, then the unresolved dispute/s or difference/s or claim/s shall be referred to the Sole Arbitrator appointed by the Parties by mutual consent in accordance with the rules and procedures of Arbitration and Conciliation Act 1996 as amended from time to time. The arbitration shall be conducted in Bengaluru in the Arbitration and Conciliation Centre Bengaluru (Domestic and International) as per its rules and regulations. The expenses for the Arbitration shall be shared equally or as may be determined by the Arbitrator. The considered and written decision of the Arbitrator shall be final and binding between the Parties. The applicable language for Arbitration shall be English only.

Work under the Contract shall be continued by the CONTRACTOR during the pendency of arbitration proceedings, without prejudice to a final adjustment in accordance with the decision of the Arbitrator unless otherwise directed in writing by the DEPARTMENT or unless the matter is such that the works cannot be possibly continued until the decision (whether final or interim) of the Arbitrator is obtained.

2. General Instructions to Vendor

1. Instructions to tenderers

TeleNo.08623-225023/225174/226048

Fax No.08623-225170/22-5028

e-Mail ID : hps@shar.gov.in, sselvan@shar.gov.in, rajiv_bv@shar.gov.in

1. Interested tenderers may, at their option, login to <https://eproc.isro.gov.in> and submit your offers.

2. TENDER FEE IS NOT APPLICABLE.

3. EARNEST MONEY DEPOSIT IS NOT APPLICABLE IF NOT MENTIONED IN THE RFP SPECIFICATION.

4. Indian agents while quoting on behalf of their principals are requested to attach Principals original quote, necessary authorization letter from their Principals, copy of agency agreement etc. in their bid.

5. TWO PART BIDS: In case of Two part tender, price details shall not be uploaded in the Technical & Commercial Bids (Part I), failing to which the bid will be treated as INVALID.

6. Offer validity: In case of single part tender - the validity of offers/tenders should be 90 days. In case of two part tender - 120 days from the date of opening of Part-I bid and 60 days from the date of opening of Part-II bid. Tenders shorter than offer validity mentioned above will not be considered for evaluation.

7. Due date & time: Sufficient time has been allotted for Bid submission. Vendors are requested to complete Bid submission well in advance. Last minute requests for due date extension citing server problems etc. will not be entertained. Bids will not be entertained after the due date and time.

7 (A). Request for the extension of the due date will not be considered.

8.

(a) Bid Opening for Public Tender: In case of Public Tender-Two Part Tenders: Technical and Commercial Bids will be opened on the first day specified for Tender opening. Interested vendors can attend the tender opening session to know the bidding details (Bidders presence is not mandatory to consider the quote for evaluation). Price Bid opening of the selected vendors will be scheduled later and it will be intimated to the selected Bidder (s).

(b) For Limited Tender: Bidders participation is not allowed.

9. Prices are required to be quoted according to the units indicated.

10. (a) All available technical literature, catalogues and other data in support of the specifications and detail of the items should be furnished as attachments.

(b) Samples, if called for, should be submitted free of all charges by the tenderer and the Purchaser shall not be responsible for any loss or damage thereof due to any reason whatsoever. In the event of non-acceptance of tender, the tenderer will have to remove the samples at his own expense.

(c) Approximate net and gross weight of the items offered shall be indicated in your offer. If dimensions details are available the same should be indicated in your offer.

(d) Specifications: Stores offered should strictly conform to our specifications. Deviations, if any, should be clearly indicated by the tenderer in their quotation. The tenderer should also indicate the Make/Type number of the stores offered and provide catalogues, technical literature and samples wherever necessary. Test certificates wherever necessary should be attached. Whenever options are called for in our specifications, the tenderer should address all such options. Wherever specifically mentioned by us the tenderer could suggest changes to specifications with appropriate response for the same.

11. The purchaser shall be under no obligation to accept the lowest or any tender and reserves the right of acceptance of the whole or any part of the tender or portion of quantity offered and the tenderers shall supply the same at the rates quoted.

12. All amounts shall be indicated both in words as well as in figures. Where there is difference between amounts quoted in words and figures, amount quoted in words shall prevail.

13. The tenderer will be required to furnish a document containing the name of his bankers as well as the latest income-tax clearance certificate duly counter signed by the Income-tax Officer of the Circle concerned under the Seal of his office, if required by the Purchaser.

14. The Purchaser reserves the right to place order on the successful tenderers for additional quantity up to 25% of the quantity offered by them at the rates quoted.

15. Sr. Head, Purchase and Stores, SDSC SHAR SRIHARIKOTA reserves the right to accept or reject any bid in part or full without assigning any reason thereof.

16. Any bidder from a country which shares a land border with India will be eligible to bid in any procurement whether of goods, services (including consultancy services and non-consultancy services) or works (including turnkey projects) only if the bidder is registered with Competent Authority as specified in Office Memorandum no.F.No.6/18/2019-PPD, Ministry of Finance, Department of Expenditure, Public Procurement Division dated 23rd July 2020. All the conditions mentioned in the above OM is applicable for this tender.

C. Bid Templates

C.1 Technical Bid - Clearing of Import and Export Consignments by CHA

1. Clearing of Import and Export Consignments for a period of two years as per Specifications in RFP

Item specifications for Clearing of Import and Export Consignments

SI No	Specification	Value	Compliance	Offered Specification	Remark
1	Clearing of Import and Export Consignments by CHA	As per specification	Yes / No / Explain		

Document : Specification

Common Specifications (Applicable for all items)

SI No	Specification	Value	Compliance	Offered Specification	Remark
1	Customs Clearance by CHA	Yes/No	Yes / No / Explain		

Supporting Documents required from Vendor

1. Signed declaration (As per the Annexure-C given in the Tender Document)

2. Copy of current CHA License

3. Copy of Bank Account Details

4. Copy of proof of Similar Experience in the past (Minimum 03 years) not older than 05 years from the tender date

5. Copy of Income Tax Returns for the last 03 financial years

6. Copy of registration certificate of the firm/Company

7. GST Registration Copy

8. Duly filled Annexure-A of the RFP document

9. Duly filled Annexure-B of the RFP document

10. Duly filled Annexure-D of the RFP document

11. PAN card copy

12. Copy of Income & Expenditure A/C or Profit & Loss A/C and Balance sheet for last 3 years

13. MSME certificate, if any

14. Additional document, if any

5 additional documents can be uploaded by the vendor

C.2 Commercial Terms / Bid

Sl. No.	Description	Compliance	Vendor Terms
1	As and when cargo will arrive at Airport/ Seaport, CHA should take the necessary arrangements for clearing the shipment.	Yes / No / Explain	
2	GST/IGST (Please mention percentage clearly in Price Bid. If not indicated, It will be assumed to be inclusive as per prevailing rate and further request for amendment will not be entertained)	Yes / No / Explain	
3	CONTRACT PERIOD: As per clause no.3 of the RFP document.	Yes / No / Explain	
4	DELIVERY TERM: Onsite, Chennai	Yes / No / Explain	
5	PAYMENT TERM: As per clause no.8.14 & 24.10 of the RFP document.	Yes / No / Explain	
6	SECURITY DEPOSIT (SD) : As per clause no.12 of the RFP document.	Yes / No / Explain	
7	FALL CLAUSE: As per clause no.13 of the RFP document.	Yes / No / Explain	
8	PENALTY CLAUSE: In case, Services provided by the contractor is unsatisfactory during any period and any breach of Contract occurs, no payment will be made on that particular service and 5% penalty will be levied on the Bill of contractor for that.	Yes / No / Explain	
9	FORCE MAJEURE: As per clause no.22 of the RFP document.	Yes / No / Explain	
10	VALIDITY OF OFFER: - In case of single part tender - the validity of offers/tenders should be 90 days. In two part tender - 120 days from the date of opening of Part-I bid and 60 days from the date of opening of Part-II bid. Tenders shorter than offer validity mentioned above will not be considered for evaluation.	Yes / No / Explain	
11	ARBITRATION : As per clause no.16 of the RFP document.	Yes / No / Explain	
12	Compliance to the RFP document shall be provided.	Yes / No / Explain	
13	Remarks if any	Yes / No / Explain	

14	Remarks if any	Yes / No / Explain	
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C.3 Price Bid

Sl. No.	Item	Quantity	Unit Price	Currency	Total Price	Remark
1	Clearing of Import and Export Consignments for a period of two years as per Specifications in RFP	200.00 Nos.		-		