



THE INSTITUTE OF COST ACCOUNTANTS OF INDIA

(Statutory body under an Act of Parliament)

12, SUDDER STREET, KOLKATA - 700 016

TELEPHONES: +91 033 2252 1031 / 1034 / 1035, 2252 1492 / 1602 FAX +91 33- 2252 1026

Website: www.icmai.in

Local Purchase Committee

Ref. LPC/Admin/Water Purifier/2022

15.07.2022

Tender for Water Purifier-cum-Cooler on Buy-back basis

Authorised Distributor of Eureka Forbes located in and around Kolkata are invited to offer their Rate for Supply, installation and commissioning of as per details given below -

Machine Specifications:

- Machine should have Online Purification system.
- Should dispense 40 ltr. per hour.
- Should be Cooler-cum-Purifier.
- Should have option for Normal & Cold.
- Purification system – UV
- Warranty – 1 year

Scope of work:

- Supply, installation and commissioning of 4 machines as per the specification mentioned on buy-back basis.
- Service –
 - Four periodical service visits per year during the period of contract, when the purifier attachment will be thoroughly checked cleaned, serviced and adjusted including all required parts.
 - Any additional visit during the contract period, as and when required, in the event of breakdown malfunctioning of the equipment, on intimation in this regard by the Institute within maximum 48 hour.
 - Replacement if worn –out/exhausted parts, including ultra violet with new/rectified spares during the periodical servicing or break down visits during the service contract period.
 - All faulty parts/PVC pipe/electronic circuit/card of UV machines should be replaced against manufacturing defect by the contractor during the period of service contract

Interested vendors may contact Suneel Kaushik, at ICAI, 12, Sudder Street, Kolkata – 700 016 during office hours 10.30am to 4.30pm on Monday – Friday except National Holidays. Contact details: email id: admin.kolkata@icmai.in.

Instructions for bidders:

- The rates to be offered should include all supply, commissioning, packing, labour, transportation, loading, unloading etc. No other additional payments would be made.
- Rates quoted should include Taxes as applicable.
- The tenderers are advised to visit all the sites, conduct survey of the existing arrangements so as to familiarize themselves with the nature of works to be carried out and get all clarifications as necessary from the Institute before quoting their rates



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- Any arithmetical error i.e. discrepancy between unit price and in total, error in total corresponding to the addition or subtraction of subtotals, discrepancy between words and figures shall be corrected by examining committee.
- Bidders shall bear all costs associated with the preparation and submission of its bid.
- Adequate precaution shall be taken to prevent danger from electrical equipment. No materials on any of the sites of work shall be so stacked or placed as to cause danger or inconvenience to any person.

Terms & Conditions:

- Site of installation –

Installed at ground floor	1	12, Sudder Street, Kolkata – 700 016
Installed at 1 st floor	1	12, Sudder Street, Kolkata – 700 016
Installed at 3 rd floor	1	12, Sudder Street, Kolkata – 700 016
Installed at Journal Department	1	4 th Floor, 84, Harish Mukherjee Road, Kolkata – 700 025

- The price quoted by the bidder should remain valid for 90 days.
- Period of Contract – **“ONE TIME”** will end automatically on satisfactory supply of the items. However, warranty will stand for 1 year.
- If a firm quotes NIL charges/consideration/abnormal charges, the bid shall be treated as unresponsive and will not be considered.
- Canvassing in any form in connection with the contract is strictly prohibited.
- **L1 will be decided on the consolidated amount quoted in the darkened box of Total Rs.; However, payment will be made on actual consumption basis.**
- Institute reserves the right to extend the last date for receipt of bids at its own discretion.
- Once the supply order is placed, it will be the vendors' responsibility to make the project functional. Any additional cost incurred for completing the project and for which the vendor has not bid at the time of submission of the final offer will be borne by the vendor.
- Wherever the ground is dug for cable laying etc, it shall be restored to original condition. All debris etc. shall be disposed off to the nearest defined place by municipal authority or by Institute, as applicable.
- The Bidder shall not sub-contract the mentioned work to any organization, person, firm or its franchise without the prior approval of the Institute
- Training: Upon completion of the installation & commissioning the Successful Bidder shall provide the hands-on training on the installed equipment to the concerned officials along with the training materials on the equipment installed at Institute.
- Permission, if any required, from the local statutory authorities / bodies shall be obtained by the contractor at his own cost.
- The Contractor shall engage the necessary workers for removal of debris, waste, dust etc. as required by the Engineer-in-charge without extra cost and also redo the damages caused to the building /works without any extra cost to the Institute and dispose of the debris outside the municipal limits.



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- During the defects liability period from the date of completion of works, the bidder is required to provide preventive maintenance of the all components, free of cost
- The Institute may, for any reason whether at its own initiative or in response to the clarification requested by the prospective bidder, issue amendment in the form of addendum during the bidding period and subsequent to receiving the bids. Any addendum thus issued shall become part of bidding document and bidder shall submit the addendum duly signed and stamped in token of his acceptance.
- Institute reserves the right to modify the quantity included in the schedule of requirements at any time after acceptance of tender without a notice. The bidders shall have no claim to any payment of compensation.
- Institute may ask clarifications if any during the evaluation and the bidders are expected to respond. Lack of response from them will enable the Institute arrive at its own decision about such bids.
- The Institute shall not be liable for any loss, damage, theft, burglary or robbery of any personal belongings, equipment or vehicles of the engaged personnel of the contracting Firm.
- The work executed by the vendor should be to the satisfaction of the concerned officer where work was executed. If the same is not found satisfactory, the firm will have to do the job again at its own cost. The decision of the concerned officer and of the Institute in this regard will be final and unassailable and binding on the vendor.
- Upon being selected as the successful bidder and being awarded the Order, the bidder is expected to reply to all queries/ complaints that may be raised by the Institute from time to time.
- The order will be placed for the best interest of the Institute.

Warranty and Maintenance:

- The entire equipment/ system shall be warrantied to be free from defective workmanship, software or materials and any defects that may appear within 12 months (one year) from the date of commissioning of machines, which in the opinion of the Institute have arisen from bad workmanship or materials, shall upon intimation by the Institute, be made good by the bidder at his own cost within the time specified.
- During the said period of 12 months (DLP – Defective Liability Period), the contractor (successful bidder) shall make inspection of the entire system free of charge as and when require, and attend to such other service that may be required of him.
- During Defect Liability period the contractor (successful bidder) shall provide on-site comprehensive maintenance, which includes preventive as well as corrective maintenance. The firm awarded with the maintenance contract shall carry out preventive maintenance of equipment on quarterly basis/ as per requirement and shall maintain the proper record thereof.

Payments:

- No advance payment will be made. Payment will be made after completion of satisfactory supply and submission of invoice / bill in hard copy.
- The payment will be made in electronic mode only within 30 days of submission of bills.



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SUBMISSION OF BIDS

The quotations STRICTLY AS PER PRESCRIBED FORMAT (Annexure 1) have to be submitted in the **LPC Tender Box** kept at the ground floor of the Institute. Address: **Local Purchase Committee**, Institute of Cost Accountants of India, CMA Bhawan, 12, Sudder Street, Kolkata – 700 016 in Sealed Envelope, superscribed **“Tender for Water Purifier-cum-Cooler on Buy-back basis” (Bid Reference – LPC/Admin/Water Purifier/2022)** on or before 3:00 pm, 6th August, 2022.

**CONVENER
LOCAL PURCHASE COMMITTEE**



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Annexure 1

Format of bid

Sl. No.	Details Requested	Provide Details
1	Name of the Company/ Vendor	
2	Contact person & Mobile number	
3	Full address of the Registered office With Email Address	
4	RTGS Bank Account Details	
5	Details of GSTN	
6	PAN of the Proprietor / Firm	
7	Certificate of Incorporation / Trade License (copy to be enclosed)	

Sl. No.	Specifications	Quantity (nos.)	Amount (Rs)*
1.	Water Purifier-cum-Cooler	4	
2.	Rate of Buy-back of the existing Machines	4	
GRAND TOTAL including buy back (Sl. No. 1 minus Sl. No. 2)			

* Rate quoted should be inclusive of all charges and taxes.

Declaration: We /our Company agree to all the terms and conditions as indicated in this EOI/Tender Notice and have physically visited and understood the scope of Work. We are not debarred by any other Department of the Institute.

Signature of bidder:

Seal:

Date: