



## **GVK Emergency Management and Research Institute**

**S.T.D.C Housing Board Colony, Basaveshwaranagar Entrance**

**Opp to Govt Unani Medical College, G.M.S Compound, Magadi Road.**

**Bangalore 560 079.**

### **Tender Document**

**Tender No: GVK-EMRI/KAR/ SCM/TENDER/31/18-19**

**Dated: 12/02/2019**

## **E- Tender for Supply of Basic Mobile Phones**



GVK Emergency Management and Research Institute  
S.T.D.C Housing Board Colony, Basaveshwaranagar Entrance  
Opp to Govt Unani Medical College, Magadi Road. Bangalore 560 079.  
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### Invitation of e-Tender for Supply of Basic Mobile Phones

Tender No: GVK-EMRI/KAR/ SCM/ TENDER/31/18-19

Date:-12-02-2019

#### General brief about GVK EMRI:

GVK Emergency Management and research Institute ( GVK EMRI ) was established as a not –for –profit Organization. GVK EMRI is a society , registered under the provision of Andhra Pradesh Societies Registration Act 2001, in February 2005 and provide services free of cost through a toll free number “108” to every citizen of our country under public private partnership (PPP) frame work .Vision of GVK EMRI is to support and build capabilities to save one Million lives per annum nationally and establish GVK EMRI as a premier Research and Training Institute.

GVK EMRI, under the Public-private-partnership , has made substantial progress over the last 10 years in providing Emergency Response Services across the country and presently operate over 10000 state – of –art ambulances in 15 states and 2 union Territories Viz Andhra Pradesh , Telengana, Tamilnadu, Karnataka, Goa, Gujarat , dadraNagar Haveli Daman&Diu, Chhattisgarh, Assam, Meghalaya, Uttarakhand, Himachal Pradesh, Uttar Pradesh, Rajasthan, and Arunachal Pradesh to pre hospital care covering a population of 840 million GVK EMRI serving on an average 22,000 emergencies (65 million emergencies attended since inception)and saving over 651 lives every day and cumulatively have saved more than 26 lakh lives since the launch of the services and provide direct employment to over 46,000 associates while continuing to be a not –for-profit organization.

Tenders are invited under e-Procurement platform in two parts system-Technical Proposal and Financial Proposal, from the authorized distributors /Dealers for the supply and installation of Basic Mobile phones to this Organization. Tender shall be submitted only through e-portal website-<https://eproc.karnataka.gov.in>.

Important dates and deadlines for tender are given below:

Note:

- Tender documents shall be uploaded online at e-procurement portal.
- All Tender conditions are given in the Tender Bid. Further information can be obtained from the organization all working days.

Floating of Bid document in e-portal website <a href="https://eproc.karnataka.gov.in">https://eproc.karnataka.gov.in</a> Helpdesk: 080-25501216/25501227 E.mail: Hphelpdesk.blr@intarvo.com	12-02-2019
Last Date for Submission of e-tender through e-portal	On or before 02-03-2019 at 5.00 Pm.
Opening of Technical Bid	04-03-2019 at 10.00 Am. If the opening date is declared Holiday, opening will be on following working date.
E.M.D	Rs.25000 /- (Rupees Twenty fivethousand only)
Pre Bid Meeting	20.02.2019 at 2.30 PM
Place of opening of tenders & Pre Bid Meeting	GVK EMRI S.T.D.C Housing Board Colony, Basaveshwaranagar Entrance Opp to Govt Unani Medical College, G.M.S Compound, Magadi Road. Bangalore 560 079.

The bidder should satisfy all the terms and conditions laid down hereunder in relation to the supply, installation, integration, service clause and warranty of the above mentioned items

## INVITATION OF TENDERS FOR PROVIDING MAN-POWER SERVICES

### INSTRUCTIONS TO BIDDERS

Tender No: GVK-EMRI/KAR/SCM/ TENDER/31/18-19

Date:-12-02-2019

1. GVK EMRI Karnataka invites e-Tenders from eligible tenderers for Supplying of Basic Mobile Phones

Sl. No	Description	Quantity
1	Basic Mobile Phones	800

Note: GVK EMRI Karnataka, Bengaluru reserves the right to order to increase or decrease the quantities as per requirement.

2. The bidders may quote for the Basic Mobile Phones (See Annexure-I).
3. The bid document is meant for the information & guidance of the bidder.
4. Study the bid form carefully & upload in Karnataka [e-procurement portal](#).
5. Bidders who wish to participate in this tender will have to register on Karnataka e-procurement portal .Further Bidders who wish to participate in online tender will have to procure Digital certificate as per information Technology Act 2000 using which they can digitally sign their electronic bids.
6. The Earnest Money shall be paid within the due date. The mode of payment of EMD shall be payable through any of the four e-payment modes mentioned in the e-procurement portal. For payment of EMD through e-procurement, please refer clause III of general terms and conditions (Invitation of Bids).
7. The bid forms are not transferable.
8. It may be noted that, Fax quotation offer will not be accepted.
9. Other details can be seen in the tender documents.

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All tenderers are requested to read the tender document carefully including its terms and conditions, procedures to fill the tender form and tender assessment criteria.

**TENDER DOCUMENTS CONSIST THE FOLLOWING:-**

- I. Terms & Conditions
- II. Technical Specifications (Annexure-I)
- III. Technical Bid (Annexure-II)
- IV. Financial Bid (Annexure-III)
- V. Declaration (Annexure-IV)
- VI. Performance security bank guarantee form (Annexure-V)

**I. Terms & Conditions**

**INSTRUCTIONS:**

**1. PREPARATION OF TENDER:**

- a. The Tender form containing the Terms and Conditions and the Schedule should be returned in original after filling up the form and **duly signing in full on each page with stamp, document should be attested by Gazetted Officers / Notary.**
- b. If any modification of the schedule is considered necessary, you should communicate the same by means of separate letter sent with the Tender.
- c. The Tenderer shall give full assistance and information as may be required in connection with the contract to Head of SCM Dept. of GVK EMRI or any other officer nominated by him/her to inspect the premises of the tenderer at all reasonable times.

**2. SIGNING OF TENDER:**

- a) The tender is liable to be rejected if complete information is not given therein or if the particulars and date (if any) asked for in the tender are not duly & fully filled in. Particular attention may be given to

the dates of delivery, places of delivery and also to the particulars referred to in the conditions of contract so as to comply with them.

### **3. PERIOD FOR WHICH THE OFFER WILL REMAIN OPEN:**

- i) All tenders should remain valid for acceptance for a period of twelve months from the date of Notification of Award .
- ii) Quotations qualified by such vague and indefinite expressions such as ‘subject to immediate acceptance’; ‘subject to prior sale’ etc. will not be considered.

### **4. OPENING OF TENDER :**

The tender shall be opened on the date and time mentioned here in the document. All tenderers and/or their representatives, if they should desire, may be present at the opening of the tender at the date and time as specified in the schedule.

### **5. PRICES :**

- i) Prices quoted must be meaningful and measurable in the context.
- ii) The prices quoted must show the amount per device in the schedule inclusive of all packaging and delivery charges wherever applicable.
- iii) Tenderers should quote the price inclusive of GST.

### **6. OTHER TERMS :**

**A. Earnest Money: Earnest Money Deposit (EMD):** Each bidder shall pay Earnest Money Deposit of Rs.25,000/-(Twenty Five Thousand Rupees Only) . The EMD shall be returned to the unsuccessful Bidders within a period of 30 days from the date of announcement of successful Bidder. The EMD submitted by the Successful Bidder shall be released upon furnishing of the Security deposit. The EMD amount without interest shall be returned to the unsuccessful bidders.

**B. Performance Security Deposit:** On acceptance of the tender, within the period specified by GVK EMRI, contractor shall as performance security is 5% of Tender Value. This Office Authority shall be entitled to forfeit the Security Deposit or any part thereof without prejudice to any other remedies provided in the contract or available under the law. The security shall be in the form of Bank Guarantee in favour of GVK EMRI, Bengaluru.

- a) If the contractor fails in fulfilling above-mentioned terms and conditions, such failure will constitute a breach of the contract and the GVK EMRI, shall be entitled to make other arrangements at the risk and expense of the contractor.
- b) On due performance and completion of the contract in all respects, the Security Deposit will be returned to the contractor **without any interest on presentation of an absolute ‘No Demand Certificate’** in the prescribed form.

**C. Insolvency and breach of contract:** The GVK EMRI, Bengaluru, may at any time by notice in writing summarily terminate the contract without compensation to the contractor.

**D.Right to accept / reject:**GVK EMRI, reserves the right to reject any or all tender without assigning any reason whatsoever. Also, reserves the right to award any or part or full contract to any successful Bidder at its discretion and this will be binding on the tenderer.

- Product OEM or any authorized distributors can participate the Tender.

F.The rates once accepted by the GVK EMRI, shall remain unaltered throughout the period of contract, including extended period.

**Scope of Work:**

The Tenderer Should supply the Basic Mobile Phones as per the Technical Specification mentioned in the Tender at Annexure-1.

**Eligibility Criteria**

The Tender will be a Two-part (Two Cover) System

- **Technical Bid and Financial Bid** with compliance to technical specification as per the **Annexure-1**.

GVK EMRI, Karnataka, Bangalore reserves right to cancel tender without any pre-notice.

- Financial Turn over Rs.10.00 Lakhs(minimum) for the last two years.
- Two years experience in supply.of Phones & accessories to any organization.
- Last three years(2015-16, 2016-17 and 2017-18) IT return and Balance Sheet by CA to be submitted.
- The Bidder should not have been blacklisted as on date of bid opening. Self Declaration in this regard shall be uploaded.
- Annual Turnover Statement for last 3 years (2015-16 , 2016-17 & 2017-18) certified by Chartered Accountant
- Company registration Certificate.
- Copy of PAN Card and GST Registration Certificate.
- **.Financial Bid Format:** Vendors shall quote all-inclusive price (i.e., price inclusive of all applicable taxes/GST) for supply and installation. The all-inclusive price uploaded directly into the e-procurement portal will be taken as the basis for evaluations of financial bid.



- **Financial bid Evaluation:** The financial price proposal submitted by technically qualified vendors will be opened in e-procurement portal. The vendor who has quoted the lowest all-inclusive price would be termed as L1 price vendor.

### **Awarding the Contract:**

The Vendor who quotes lowest price (**L1 Price**) as described above will be awarded the contract. The successful bidder shall enter into an agreement with the purchaser within the intimated date by the department.

- The Successful Lowest(L1) Vendor has to deposit 5% of the contract value as a performance security to the purchaser.

### **Payment Terms:**

The method and conditions of payment to be made to the Supplier under this contract shall be specified as follows;

1. The Supplier's request(s) for payment shall be made to the purchaser in writing, accompanied by an invoice describing, as appropriate, the goods delivered, and by documents, submitted pursuant to upon fulfillment of other obligations stipulated in the contract.
2. Payments shall be made within 30 days by GVK EMRI after submission of the invoice.

### **Supply and Installation Timelines:**

Vendors shall supply the mobiles within 10days after the purchase order is issued from GVK EMRI Karnataka.

Vendor has to provide mobiles IMEI numbers on the invoice and intimate authorized repair centers.

For a delay of every week in supply of the material, 0.5% of the accepted price will be deducted and thereof up to a maximum of 10% from the accepted contract value.

**Note:** For further details regarding Instructions to tenderers, general conditions of contract and special conditions of contract refer e-procurement portal (Goods tender)



**Annexure-I**  
**TECHNICAL SPECIFICATIONS FOR Basic Mobile Phone**

<b>SL NO</b>	<b>Description</b>	<b>Technical Specification</b>
1	Make & Model	Samsung /Nokia
2	SIM	Single
3	Display	1.5'' or 3.81 cms
4	Battery	800 mAH onwards which offers a talk time of up to 8 hrs and stand by time 720 hrs.
5	Warranty	1 Year warranty for mobile and six Months for accessories
6	Memory	1000 contacts
7	Torch	Compulsory.

**Annexure-II**  
**Technical Bid Evaluation**

SI No	Particulars	Documents (enclosed / not Submitted)	Remarks
1.	Tender EMD		
2.	Annual Turnover Statement for last 3 years Certified by Chartered Accountant		
3.	Two years experience in supplying of Mobiles and peripherals to any Organizations		
4.	IT return and Balance Sheet for the last three years.(2015-16, 2016-17 and 2017-18)		
5.	Company Registration Certificate		
6.	Recent GST Registration Certificate.		
7.	PAN Card		
8.	GST Paid Challans		
9.	Authorized Dealer/distributor certificate		
10.	Submit Duly signed (with stamp) tender documents to be uploaded. (otherwise treated as cancelled or rejected)		
11.	The Bidder should not have been blacklisted as on date of bid opening. Self Declaration in this regard shall be uploaded.		

Yours faithfully,

Authorized Signature  
Name of Signature in Capital letter with Seal

**Annexure-III**  
**Financial Bid Evaluation**

Tender No: GVK-EMRI/KAR/ SCM/ TENDER/31/18-19

<b>Sl. No</b>	<b>Item Description</b>	<b>Make/Model</b>	<b>Basic Unit Price</b>	<b>GST %</b>	<b>Total Unit Price with GST</b>

Authorized Signature  
Name of Signature in Capital letter with Seal

**ANNEXURE-IV**

**DECLARATION**

1. I, ..... Son / Daughter of Shri ..... Proprietor / Partner / Director / Authorized Signatory of ..... is / am competent to sign this declaration and execute this tender document.
  2. I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the same.
  3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
- Signature of Authorized Person

Date: Full Name:

Place: Company's Seal:

N.B.: The above declaration, duly signed and sealed by the authorized signatory of the company, should be enclosed with Technical Bid



**Annexure-V**  
**PERFORMANCE SECURITY BANK GUARANTEE FORM**

To:  
Head of SCM Dept,  
GVK EMRI,  
Bangalore

**WHEREAS** ..... (Name of Supplier/Company/Firm)

hereinafter called "The Service Provider/The Supplier" has undertaken, in pursuance of Contract No..... dated,..... 20... to supply ..... (Description of Services) hereinafter called "the Contract".

**AND WHEREAS** it has been stipulated by you in the said Contract that the Supplier shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance with the Firm's/Supplier's performance obligations in accordance with the Contract.

**AND WHEREAS** we have agreed to give the /Firm's/Supplier a Guarantee:

**THEREFORE, WE** hereby affirm that we are Guarantors and responsible to you, on behalf of the Firm/Supplier, up to a total of ..... (Amount of the Guarantee in Words and Figures) and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limit of ..... (Amount of Guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the .....day of.....20.....

Signature and Seal of Guarantors

.....  
.....  
.....

Date.....20....

Address: .....