

Institute for Defence Studies and Analysis

No 1, Development Enclave, Rao Tula Ram Marg

New Delhi – 110010

Website : www.idsa.in



BID FORM

**TENDER DOCUMENT FOR THE SUPPLY/ INSTALLATION OF
FITNESS AND SPORTS EQUIPMENTS FOR GYM**

Institute for Defence studies and Analysis
TENDER FOR THE SUPPLY/ INSTALLATION OF FITNESS
& SPORTS EQUIPMENTS

Advertisement No. IDSA/048/2011

Tender Supply/Installation of Fitness & Sports Equipments

Opening Date	6 th November, 2011
Closing Date	30 th November, 2011 upto 3.00 p.m.
Last date of Bid Submission	30 th November, 2011.
Technical Bid Opening Date, Time & Place	5 th December, 2011 on 11.00 A.M. Venue : Conference Room No 205, 2 nd floor
Tender Fee	Free of cost
Earnest Money Deposit	Rs 15000/- in form of Account payee DD/Pay order
Completion Period	Within 5-6 weeks from the date of Purchase Order issued
Bid System	Two Tier : 1) Technical Bid 2) Financial Bid
Technical Bid Shall Contain	i. Technical specifications of each items. ii. All documents in support of commercial terms & conditions and eligibility criteria. iii. Bidders Proforma iv. EMD - demand draft/pay order.
Financial Bid	The Financial Bid shall contain rate schedule only. The price shall be in words as well as in numeric numbers.

Wg. Cdr (Retd) Hemlata Lohani
Assistant Director

“TECHNICAL BID (BIDDER’S PROFORMA)”
(To be submitted in separate envelope)

1. Name of the firm:
2. Date of incorporation.....
3. Name of the company – Government / Public Ltd. / Private Ltd. / Partnership /
Proprietorship :
4. Specify the number of years in this line of activity by the company:.....
5. Sales Tax/VAT registration No. (please attach certificate) :
6. Experience (in year) of supplying & installation for similar fitness & sports
equipments to IITs, NIT’s or Central Universities or any Academic Institute of
National Repute (please attached certificate/P.O.) :
7. Turnover in the last three financial years (Figures should be in Indian Rupees in
Lakhs; please attach the certified copies of balance sheet with trading, profit & loss
account) : (if the figures for 10-11 are not available then they may furnish balance
sheet of year 07-08)

2008 – 09	2009 – 10	2010 – 11

8. Provide the postal address, telephone & fax numbers, and email address of the
nearest service center :
.....

9. Enclose the list of customers to whom you have supplied/installed during the last 3 years ending 31/03/2011 with full postal address and name of the contact person with phone, FAX numbers, and E-mail-id, billing amount etc. Certificate regarding satisfactory performance from the minimum three end users should be furnished.
10. Are you the manufacturer/authorized dealer/distributor/reseller for the product quoted (please attached relevant certificate):
11. Was there any lapse or delay in supplying the goods ordered or any service related issue during the warranty period for the products supplied by your firm to different Institutes/Universities during last three years? If yes, provide details.
12. Deviations in specifications, if yes, please mention in separate sheet.
13. Whether technical specification (relevant catalogue) are attached with Technical Bid or not. Yes/No

DECLARATION

1. The rates quoted in financial bid are inclusive of all taxes, packing, handling and installation charges.
2. The information given in the financial bid by the undersigned is correct.

(SIGNATURE OF THE BIDDER)
WITH SEAL

NAME :

ADDRESS :

:

:

Tel./Mobile No. :

Note: The financial bid is required to be submitted separately in a sealed cover super scribing as 'Supply/Installation of fitness & Sports Equipments

Institute for Defence studies and Analysis

BIDS FOR THE SUPPLY/INSTALLATION OF FITNESS AND SPORTS EQUIPMENTS

List of required fitness equipments with specifications

ANNEXURE-A

1

Sr No	Name of Material	Quantity	Brand
1.	<p>Tread Mill</p> <p>COMMERCIAL MOTORISED TREADMILL</p> <p>Display- 6 Big Led Display</p> <p>Functions- Speed, Time, Distance, Calorie, Pulse and Countdown with USB, SD card removable storage and data exchange with USB Port and LON Fan</p> <p>Programs- 40 preset Programs</p> <p>Motor- 4.0 HP AC Continuous to 5.5 HP Peak</p> <p>Speed- 1-22km/h</p> <p>Incline- 0-20% automatic</p> <p>Running Area- 23" x 63"</p> <p>User Weight- 240 kg</p> <p>Gross Weight- 300 kg</p> <p>Additional Features- Multi absorption Cushions</p>	02 No.	High end International Brand
2.	<p>COMMERCIAL CROSSTRAINER</p> <p>Display- Tri-color Dot Matrix with LEDs</p> <p>Programs- Interval, Glut (x3), Random Track Manual, Cardio HRC Weight Loss HRC, Zone Trainer Touch-N-Go Programs</p> <p>Data Read Outs- Workout Level, Strides per minute, Time Heart Rate, Total Strides</p> <p>Resistance Levels and Type- 14 and Electromagnetic</p> <p>Stride Length- 18"-25."</p> <p>Dimensions- 79"x24"x68"</p> <p>Users Weight- 400 Lbs</p> <p>Unit Weight- 260 Lbs</p>	01 Nos.	High end International Brand
3.	<p>Multi Gym9 STATION MULTI GYM</p> <p>The innovative design, proven biomechanics and advance structural engineering</p> <p>12 gauge structure, frame, Electrostatic ally frame painted</p> <p>Electrostatic ally applied powder coated High Density</p>	01 Nos.	High end International Brand

	foam rubber hand grips and handles. Adjustable seat back and leg rollers Exercises :- Latpull down, Leg Extension, Leg Curl, Cable rowing, Ab crunch, Chinning/Dipping, Pec Dec Triceps, Biceps, Chest Press, Shoulder Press Weight Stack:- 5 Weight stack 80kg each Dimension:- 400x330x230cm		
4.	Adjustable Bench	01 Nos.	High end International Brand
5.	. Olympic Decline/Incline	01 Nos	High end International Brand
6	Vibrator Massager	01 No	High end International Brand
7	Push Up Stand	02 Nos.	High end International Brand
8	Exercise Mat Material NBR Dimensions -180x60x1.5 CM	08 Nos.	High end International Brand
9	Jump Rope	04 No.	High end International Brand
10	Gym Ball 75 Cm	02	High end International Brand
11.	Posters-	5 Nos	High End International Brand

Note : The Quantity is tentative and the same may be increased /decreased at the sole discretion of Institute for Defence Studies and Analysis.

GENERAL TERMS AND CONDITIONS

1. Detailed information about the Sports Items and their specifications are available in tender document, which can be downloaded from the Institute's website www.idsa.in

2. Two bids system of tender will be adopted.

(i) The bid containing technical specifications, EMD .

(ii) Bid containing financial offer

Technical and financial bids should be submitted in separate covers. The envelopes should be marked as technical bid and financial bid with reference numbers. These two envelopes shall be sealed in a common cover and addressed to **The Assistant Director ,Institute for Defence Studies and Analysis, No 1 Development Enclave Rao Tula ram Marg, New Delhi -110010** so as to reach us on or before last day of submission.

3. The Technical Bid and Financial Bid should be duly filled-up.

4. These bids will be opened in two stages. The bid containing technical specifications and EMD will be opened at first stage and if same is found according to required specifications, the bid containing financial offer shall be opened in second stage.

5. The **“Technical Bid”** shall contain all documents in support of quoted Sports Items, their specifications, commercial terms & conditions and eligibility criteria along with the page number for cited specifications in the company brochure for the particular item.

6. The **“Financial Bid”** shall contain price schedule only. The rates and units shall not be overwritten in the price schedule. The price shall be both in words and figures.

7. **Eligibility Criteria:** All the participating suppliers/firms or principal manufacturer should meet the following qualifying criteria. The firm should be a registered supplier for such supplies. Following documents are required to be submitted with Technical Bid, to qualify eligibility criteria:

(a) Sales Tax/VAT registration certificate.

(b) PAN and TIN number should be mentioned.

(c) The firm should have experience of supplying & installation for similar Sports Items to institute of National repute . The company should also furnish a list of clients of last 3 years.

(d) Certified copy of balance sheet with trading, profit & loss account for the last three financial years should be submitted.

(e) Name of branch offices & service centres after sales arrangements.

- (f) Earnest Money Deposit (EMD) **as Rs 15000/- (Rupees Fifteen thousand)** is required to be submitted in the form of DD/Pay order only drawn in favour of IDSA , New Delhi , along with the Technical Bid. If supply is not made within the prescribed period EMD would be forfeited.
 - (g) Authorized signatory should sign on all pages. Bids without authorized signature will be rejected.
 - (h) ***Minimum turnover required to procure the fitness and sports equipments: , Rupees One Crore.***
 - (i) The bidder must be either sole Manufacturer of the Sports Item or the authorized agent/representative of the OEM. In the case of agent/representative, certified copy of the agency/authorization issued by the OEM should be enclosed with the tender.
8. Offer should be sent in a sealed envelope, submitted either in person or by post on which name and address of the supplier/firm shall be written. Tenders received through Emails or FAX will not be considered.
9. The technical bids will be opened on scheduled date and time in the presence of the vendors present possessing authorization letter from the respective companies/ firms. Suppliers intending to attend the tender opening should intimate in advance.
10. The rate quoted should be F.O.R. IDSA, New Delhi in rupees inclusive of all charges e.g. packing, forwarding local taxes, railway freight, transit insurance, for outside firms and free delivery at IDSA stores in the case of local firms. The total price should include all accessories required for final installation of the Sports Items.
11. The cost of the tender is Free of Cost
12. The EMD of the successful bidder will be refunded after two months of the completion of the supply and installation of the Sports Item to the satisfaction of the IDSA. The EMD of the unsuccessful bidders will be returned to the concerned immediately after finalization of the tenders. No interest will be paid on EMD in any case.
13. The required delivery period must be mentioned against each item. Tenders should preferably be given only for those equipments/items/articles, which are available exstock.
14. Detailed specifications with the mention of make and model/Version of each item should be clearly given supported by the illustrated pamphlets wherever possible. Tender without specified make and Model/Version and other particulars may be rejected. The payment will be made after the goods have been received, opened,

checked, installed and found to be working satisfactorily as per the specifications and requirements. The accessories included in the Sports Item should also be clearly mentioned.

15. Losses or damage in transit will be borne by the Supplier. The supplier may, if he so desires, get the goods insured and include such charges in the tendered rate.
16. Offered prices should be valid at least for three months from the last date of receipt of tenders.
17. All legal proceedings, if necessity arises to the Institute may be any of the parties (Institute or Contractor/Supplier) shall have to be lodged in the courts situated at New Delhi and not elsewhere.
18. (a) The Sports Item delivery time should be preferably within 5-6 weeks after the date of issuance of the purchase order.

(b) The Penalty Clause is as under:-

Should the bidder fail to deliver the goods within stipulated period, the Competent Authority may, at his discretion, allow an extension in time subject to recovery from the bidder as agreed liquidated damages, and not by way of penalty, a sum equal to the percentage of the value of tender amount which the bidder has failed to supply for period of delay as stated below:-

i.	Delay up to one week	1%
ii.	Delay exceeding one week but not exceeding two weeks	2%
iii.	Delay exceeding two weeks but not exceeding one month	5%
iv.	Delay exceeding one month 5% for each month and part there of subject to maximum	10%

- (c) In case of failure to supply the goods within stipulated delivery period and in accordance with the specifications given in the quotations, the Institute shall be free to cancel the order.
19. Supply of the placed order in part will not be accepted.
20. The Institute's term for payment: 90% against delivery of items in good condition, installation and putting those in satisfactory working conditions; balanced 10% payment shall be released after 60 days of satisfactory working of the items. For balance 10% payment, the firm has to raise bill/letter for balance payment. No advance payment shall be released.
21. The AMC cost, wherever applicable, after warranty period shall be made in equal installments at the end of each quarter subject to satisfactory service rendered.

22. The price quoted should be in Indian Rupees.
23. No revision of price bid will be allowed once the price bids are opened.
24. No increase in price will be allowed after our purchase order(s) are placed.
25. Warranty certificate against all the Sports Item developed defects covering warranty period, which commences from the date of installation shall be given at the time of supply of the Sports Item.
26. Inspection certificates of the Sports Item inspected by the qualified engineer of the manufacturer and packed in accordance with the terms and conditions of this order must be enclosed.
27. During the warranty period whenever the firm is called upon to attend to the Rectification of the defects/faults in the consignments, the firm shall attend to the repair work within a period of a week. They should render timely back up service whenever called upon. A certificate to the effect should be attached to the tender.
28. A certificate to the effect that Sports Item supplied is fully operational and no additional accessory or space is required to fully functioning the Sports Item should be issued along with the delivery challans/invoice. IDSA reserves the right to refuse payment in the event of not furnishing this certificate at the time of supply.
29. Complete user, technical and service manuals/installation drawings/documentation And spare parts catalogue are to be provided along with the supply of the item.
30. Failure to comply with all the terms and conditions mentioned herein would result in The tender being summarily rejected.
31. Vendors are informed that once the firms are shortlisted based on the eligibility criteria and technical specifications, only then the financial bids of the firms meeting eligibility criteria, technical specifications / requirements would be opened.
32. Conditional tenders will not be accepted.
33. Any cutting and overwriting in the financial bid will not be accepted.
34. IDSA reserves the right to change the order quantity or split the orders among Multiple vendors without assigning any reason (s) whatsoever.
35. IDSA reserves the right to reject any or all the tenders without assigning any reasons whatsoever.

ACCEPTANCE

We accept the above terms and conditions and shall comply with them strictly.

SIGNATURE OF THE AUTHORISED SIGNATORY:

NAME OF THE SUPPLIER :

ADDRESS :

:

:

Financial Bid

(In Separately Sealed Envelop)

FOR THE SUPPLY/INSTALLATION OF FITNESS AND SPORTS EQUIPMENTS GYM
I/We hereby submit my/our competitive quotations/rates (inclusive of all taxes) for supply of under mentioned quoted **Fitness and Sports Equipment approved by the concerned National or International Sports Federation** for Institute for Defence Studies and Analysis, New Delhi .

1

Sr No	Name of Material	Quantity	Brand	Rate	Amount
1.	<p>Tread Mill</p> <p>COMMERCIAL MOTORISED TREADMILL</p> <p>Display- 6 Big Led Display</p> <p>Functions- Speed, Time, Distance, Calorie, Pulse and Countdown with USB, SD card removable storage and data exchange with USB Port and LON Fan</p> <p>Programs- 40 preset Programs</p> <p>Motor- 4.0 HP AC Continuous to 5.5 HP Peak</p> <p>Speed- 1-22km/h</p> <p>Incline- 0-20% automatic</p> <p>Running Area- 23" x 63"</p> <p>User Weight- 240 kg</p> <p>Gross Weight- 300 kg</p> <p>Additional Features- Multi absorption Cushions</p>	02 No.	High end International Brand		
2.	<p>COMMERCIAL CROSSTRAINER</p> <p>Display- Tri-color Dot Matrix with LEDs</p> <p>Programs- Interval, Glut (x3), Random Track Manual, Cardio HRC Weight Loss HRC, Zone Trainer</p> <p>Touch-N-Go Programs</p> <p>Data Read Outs- Workout Level, Strides per minute, Time Heart Rate, Total Strides</p> <p>Resistance Levels and Type- 14 and Electromagnetic</p>	01 Nos.	High end International Brand		

	Stride Length- 18"-25." Dimensions- 79"x24"x68" Users Weight- 400 Lbs Unit Weight- 260 Lbs				
3.	Multi Gym9 STATION MULTI GYM The innovative design, proven biomechanics and advance structural engineering 12 gauge structure, frame, Electrostatic ally frame painted Electrostatic ally applied powder coated High Density foam rubber hand grips and handles. Adjustable seat back and leg rollers Exercises :- Latpull down, Leg Extension, Leg Curl, Cable rowing, Ab crunch, Chinning/Dipping, Pec Dec Triceps, Biceps, Chest Press, Shoulder Press Weight Stack:- 5 Weight stack 80kg each Dimension:- 400x330x230cm	01 Nos.	High end International Brand		
4.	Adjustable Bench	01 Nos.	High end International Brand		
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8	Exercise Mat Material NBR Dimensions -180x60x1.5 CM	08 Nos.	High end International Brand		

9	Jump Rope	04 No.	High end International Brand		
10	Gym Ball 75 Cm	02	High end International Brand		
11	Posters-	5 Nos	High End International Brand		
	Total Amount Inclusive of Taxes,Transport Etc.				

Total Quoted Amount In words :

DECLARATION

1. The information given in the financial bid by the undersigned is correct.

SIGNATURE OF THE AUTHORISED SIGNATORY: _____

NAME OF THE SUPPLIER : _____

ADDRESS : _____
