

# CHENNAI METRO RAIL LIMITED

Tender No: CMRL/MMD/501/P-153/TEN-01/2017



## Tender For “Supply of Uniform & Accessories-2017”

1. Uniform : Clothes
2. Uniform: Accessories

**Chennai Metro Rail Limited**  
(A JV of Govt. of India and Govt. of Tamil Nadu)  
CMRL Depot, Admin Building,  
Poonamallee High Road,  
Koyambedu,  
Chennai – 600107.  
TamilNadu.



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## CHENNAI METRO RAIL LIMITED

### Notice inviting Tender

#### Tender Notice No: CMRL/MMD/501/P-153/TEN-01/2017

CMRL invites sealed tender under **Two Bid System**, from reputed suppliers /manufacturers of uniforms and its accessories for "Supply of Uniforms & accessories-2017". The key details are as follows:-

<i>Sr. No.</i>	<i>Particulars</i>	<i>Details</i>
1.	<i>Name of the Work</i>	Supply of Uniforms & accessories for CMRL employees. The details of items to be supplied are as follows: 1. Supply of Uniform Clothes: a. Blazer- in stitched form b. Shirt fabric pieces c. Trouser fabric pieces d. T-shirts stitched form e. Tie 2. Supply of Uniform accessories : a. Shoe –Leather b. Safety Shoes c. Socks d. Bag e. Safety Helmets f. Belt g. ID card Holder
2.	<i>Packet Details</i>	Packet –A: 1. Envelope -I: Receipt of Tender document/ DD for downloaded tender 2. Envelope-II: Earnest Money Deposit 3. Envelope-III: Letter of Bid Participation 4. Envelope-IV: Letter of Bid Sample 5. Envelope-V Technical Bid & Qualifying Eligibility Criteria Documents Packet-B: <b>Financial Bid</b> 1. Price schedule- A – Uniform Clothes 2. Price schedule – B – Uniform accessories
3.	<i>Estimated cost</i>	<b>Rs. 46,20,965/-</b> (Rupees - Fourty Six Lakh Twenty Thousand Nine Hundred and Sixty Five only)
4.	<i>Earnest Money Deposit</i>	<b>Rs. 46,210/- (Rupees- Fourty Six Thousand Two Hundred and Ten Only).</b>
5.	<i>Performance Security</i>	<b>Performance Security will be 5% of the value of the contract/P.O.</b>
6.	<i>Bid Validity</i>	Offers shall be valid for a period of 365 days from the date of financial bid opening..

Seal and sign of the bidder



<i>Sr. No.</i>	<i>Particulars</i>	<i>Details</i>
7	<i>Date of commencement of sale of Tender document</i>	25-01-2017,10.00 Hrs
8	<i>Last date of sale of Tender Document</i>	23-02-2017 up to 17.30 Hrs.
9	<i>Due date of submission of Tender</i>	24-02-2017 at 15.00 Hrs.
10	<i>Date and Time of Opening of Tender (Techno Commercial Bid)</i>	24-02-2017 at 16.00 Hrs.
11	<i>Date of Pre-bid Meeting</i>	<b>10-02-2017 at 15.00 Hrs.</b> Venue : <b>Chennai Metro Rail Limited</b> , General stores, CMRL Depot, Poonamallee High road,(Opp. To Daniel Thomas School) Koyambedu, Chennai – 107
12	<i>Authority and place for purchase of Tender Document, seeking clarifications, submission of completed Tender Documents and opening of Tender Documents.</i>	<b>Joint General Manager(HR&amp; MM)</b> Chennai Metro Rail Limited, Admin Building, CMRL Depot Poonamallee High Road, Koyambedu, Chennai – 600 107, Tamil Nadu.  Email id – <a href="mailto:mm.cmrl@tn.gov.in">mm.cmrl@tn.gov.in</a> .
13	<i>Bidders barred from bidding for this work</i>	Those who are single or JV under suspension, debarred, black-listed, by GOI, GOTN, PSUs, Metro Rail Corporations, CMRL or whose contracts were terminated as on date of submission of bid are in eligible to apply for this supply tender.
14	<i>Cost of Tender Documents</i>	1. For Hard Copy : <b>Rs.5,000/-</b> (Indian Rupees Five Thousand only) including TNVAT, non-refundable and payable in the form of Demand Draft in favour of “CHENNAI METRO RAIL LIMITED”. 2. For soft Copy : <b>Rs.4,000/-</b> (Indian Rupees four Thousand only) including TNVAT, non-refundable and payable in the form of Demand Draft in favour of “CHENNAI METRO RAIL LIMITED”. The Tender Documents can be downloaded from CMRL website <a href="http://www.chennaietrorail.org">www.chennaietrorail.org</a>



With regards,

*T.P. Vinod Kumar*  
JGM (HR & MM)

For & on behalf of CMRL

**Section -I**  
**General Guidelines**

1	The Tender is for Supply of uniforms & accessories for CMRL employees for the year -2017.
2	Bidders should read carefully the contents of this document and to provide the required information. Each page of the Tender Document (including General Conditions of Contract), Addendum (if any), Reply to Query (if any) and other submissions, along with submission of the tender, should be numbered, Signed and Stamped, as a token of acceptance of terms and conditions of the tender. Any unsigned and unstamped document will not be considered for evaluation. Signature is required to be done by the bidder himself / authorized signatory of the bidder for which an authorised letter on company letter head shall be enclosed . All Tender and supporting documents to be serially numbered and binded neatly before submission. Do not keep any lose papers.
3	Each Bidder shall submit only one tender either by himself or as a partner in a joint venture or as a consortium. If a Tenderer submits, or if any one of the partners in a joint venture, or any one of the members of the consortium participates in more than one tender then all such tenders in which the bidder has participated will be considered invalid. Submission of more than one tender shall lead to disqualification.
4	Bidders should provide all the required Techno-Commercial & associated information and attach supporting documents as mentioned in the tender document duly signed by the bidder / authorized signatory of the bidder and attested by the certified auditors wherever asked.
5	For any queries from the bidder, the same may be clarified in the pre-bid meeting. No extension of any deadline will be granted, if CMRL does not respond to any query or does not provide any clarification. <b>All queries related to this tender should be written and submitted a day prior to the pre-bid meeting.</b>
6	Bidders may clearly note the date and time of submission of Tender. Late or delayed Tenders will not be accepted. Bidders are reminded that no supplementary material will be entertained by CMRL and Techno-Commercial Evaluation will be carried out only on the basis of submissions received by CMRL as per the date / time of the tender submission schedule. However, CMRL may ask for any supplementary information, if required.
7	Techno-Commercial Evaluation will help to assess whether the bidder possesses the earmarked Techno-Commercial / Financial capabilities. Bidders will not be considered for further tender process, if they have a poor performance record such as abandoning works, not following statutory requirements, Financial failure etc. CMRL reserves the right to approach previous clients of the Bidders to verify / ascertain Bidder's performance.
8	Separate "Techno-Commercial" and "Financial" bids are required to be submitted as per the Tender conditions.
9	Bidders should note that CMRL will not discuss any aspect of the evaluation process. Bidders deem to have understood and agreed that no explanation or justification of any aspect of selection process will be given by CMRL and that CMRL's decisions are without any right/ appeal / litigation whatsoever. Applicants may note that the selection process will entirely be at discretion of CMRL.
10	Bidders will not be considered in the tender process, if they make any false or misleading representations in statements / attachments. If any submission is found false or misleading, even at later stage i.e. after completion of the tender process then also CMRL may annul the award, forfeit EMD (if any held with CMRL) and Performance Security (if any available). Further, the bidder may be blacklisted for participation in any future tender(s) of CMRL.
11	The financial bid of the technically qualified bidders, only will be opened and the firm dates of opening of financial bids will be intimated only to the technically qualified bidders separately.
12	Bidders are requested to remain in touch with CMRL Website <a href="http://www.chennaiemtrorail.org">www.chennaiemtrorail.org</a> for any kind of latest Information, Addendum, etc. regarding the tender.



13	If the tenderers want to mention any specific condition, it should be clearly mentioned on the covering/forwarding letter only, and which shall be placed on the first page of the technical bid. Any special conditions mentioned in any other document will not be given any consideration.
14	In the event of the contractor backing out/violation of the contract in the midway without any explicit consent of CMRL, the contractor will be liable for the recovery of higher rates vis-a-vis contracted rates, which may have to be incurred by CMRL on procurement of said item by alternative means.
15	It shall be the responsibility of the tenderer to ensure that his tender reaches the designated officer before the deadline of submission. Any tender brought by any person / courier or any tender received through post after the scheduled deadline by the designated officer will not be considered. Bidders are advised to send their sealed bid preferably by courier/post or in person at the address stipulated in NIT in sr. no. 12 . CMRL will not be responsible for any postal delay.
16	If due to any exigency, the due date for opening of tender is declared closed holiday, in such case the tenders will be opened on next working day at the same time or any other day/time as intimated by the CMRL.

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## Section - II

### PROCEDURE FOR TENDER SUBMISSION & EVALUATION

#### 2.1. PURCHASE OF TENDER DOCUMENT:

- a. The cost of tender document will be as mentioned in the key details of Notice inviting tender sr. no. 13 at pg. 04..
- b. **Mode of payment:-**The payment for the cost of bid document can be made through a crossed demand draft/pay order issued by a scheduled bank of INDIA, payable to "**Chennai Metro Rail Limited**" at Chennai
- c. **Schedule for tender document sale:-**The sale timings of the bid document will be 10.00 hr. to 17.30 hr. excluding lunch recess from 13.30 hr. to 14.00 hr. on all working days. The sale of document will be closed at 17.30 hr.as per schedule stipulated vide NIT . You are requested to purchase the tender document at the following address:-
  1. **Deputy Manager (RSM)**  
**Chennai Metro Rail Limited,**  
General Stores, CMRL depot, Poonamalle High Road,  
(Opp. to Daniel Thomas School), Koyambedu Chennai – 107  
OR
  2. **CMRL website :- [www.chennaietrail.org](http://www.chennaietrail.org)**

#### 2.2. BID SECURITY (EMD - EARNEST MONEY DEPOSIT):

- i. The EMD shall be made payable without any condition to the CMRL. A demand draft or banker's cheque in favour of "**Chennai Metro Rail Limited**" issued by a scheduled Public Sector Bank payable at Chennai should be submitted along with the bid as bid security, for the amount of **Rs. 46,210/- (Rupees- Forty Six Thousand Two Hundred and Ten Only)**.
- ii. All tenderers (including those who possess NSIC, SSIC, etc. certificate holders) should submit EMD along with the bid documents. Any bid document submitted without the EMD in the approved form will be summarily rejected. **No interest is payable for the EMD amount.**
- iii. Bid securities of the unsuccessful bidders will be returned at the earliest after expiry of the final bid validity & latest on or before the 30<sup>th</sup> day after the award of the contract.
- iv. The successful bidder's bid security will be returned after signing of contract by bidder & receipt of Performance Bank guarantee.
- v. EMD shall stand forfeited, if bidders:-
  - a. Revokes or cancel their tender after submission or vary any terms thereof without the consent of the CMRL.
  - b. Changes/varies any terms and conditions mentioned in P.O. thereof without the consent of the CMRL.

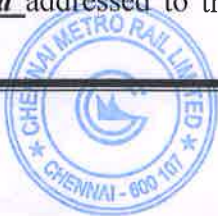


### 2.3.SUBMISSION OF OFFERS:.

- i. This is a two bid packet open tender (packet – A & B). Tenderers have to submit their offer in two different packets. Following are the details for the two covers:-

Sr.no.	Particular	Description
1.	Packet-A	<p><b><u>Envelope – I</u></b> This envelope shall consist of following:- Payment (in the form of crossed DD) for the cost of the tender document, when downloaded from the CMRL official website. Or Receipt of the payment paid during the purchase of the hard copy of tender document.</p>
		<p><b><u>Envelope – II</u></b> <b><u>Earnest Money Deposit:</u></b> EMD as mentioned in the tender document at <i>clause-2.2</i></p>
		<p><b><u>Envelope-III</u></b> <b><u>Letter of Bid participation:</u></b> The bidder shall clearly specify the items for which he/she is participating in the tender and quote the respective rates. The bidder shall clearly mention YES/NO against each items for which they are quoting the rates as per the <b><u>checklists (A&amp;B)</u></b> attached vide “<b><u>Annexure – F</u></b>”.</p>
		<p><b><u>Envelope-IV</u></b> <b><u>Letter of Bid Sample:</u></b></p> <p>a. The bidder shall submit the samples of fabric of uniform clothes and all other uniform accessories with their detailed product brochures for which he/she is participating as mentioned in checklist submitted in Envelope-III. These samples will be evaluated by the CMRL uniform Committee.</p> <p>b. <i>Bidders shall submit the samples in a box labelled as “SAMPLE BOX”.</i></p> <p>c. <i>Bidders who fail to submit the samples will be summarily rejected.</i></p>
		<p><b><u>Envelope – V</u></b></p> <p>a. This envelope shall consist of the technical compliance sheet as specified vide “<b><u>Annexure –A</u></b>” and relevant documents as per the qualifying eligibility criteria specified in “<b><u>section – V</u></b>”.</p> <p>b. <b><u>The technical bid received without qualifying eligibility criteria documents, will not be considered for further evaluation and will be summarily rejected</u></b></p>
2	Packet-B	<p><b><u>Envelope –I</u></b></p> <p>a. This envelope shall consist of financial bid in the format as given vide “<b><u>Annexure –B1</u></b>” for Uniform clothes and “<b><u>Annexure – B2</u></b>” for Uniform accessories</p> <p>b. In case, if tenderer's bid disqualifies technically, bidders’ unopened financial proposal will be returned in sealed condition.</p>

- ii. The bidder shall seal all the envelopes in packets A & B. Outer cover containing both the two packets shall be super-scribed as **QUOTATION FOR THE TENDER “SUPPLY OF UNIFORM & ACCESSORIES - 2017”**, bear the tender number & last date of submission on top left corner **and** addressed to the CMRL at the address given in the Invitation of Tender





- iii. Unsealed bids will be summarily rejected. Offers (packets/envelopes) shall be sealed as per the instructions mentioned above.

#### **2.4. TENDER VALIDITY:-**

The tender shall remain valid and open for acceptance for a period of **365 days** from the date of financial bid opening. In exceptional circumstances, prior to the expiry of the tender validity period, CMRL may request the bidders for a specified extension in the period of tender validity. The request and the response thereto shall be made in writing. Bidders have the option to accept or reject the request without forfeiting their EMD. Bidders agreeing to the request for extension of tender validity period shall not be permitted to modify their tender but will be required to extend the validity of the period of the EMD correspondingly as per the prevailing rates and conditions of the purchase order.

#### **2.5. TENDER OPENING & EVALUATION PROCESS:-**

The received tenders will be processed by Tender Evaluation Committee constituted by CMRL:-	
<b>Opening of Packet-A</b>	
a.	On opening of the main Tender cover , it will be checked whether it contains the Packet -A (Envelope I to V) & Packet - B, <ul style="list-style-type: none"> <li>a. The envelope - I &amp; II of Packet –A i.e., payment/receipt of tender document purchase and EMD will be checked for compliance. In case, if the requirement is not met the further process of evaluation will not be taken up for such tenderer.</li> <li>b. Envelope-III, IV &amp; V will be opened only when the EMD &amp; payment/receipt of tender document purchase is submitted by the bidder as mentioned above and found in order.</li> </ul>
b.	Then Envelope –III: Letter of bid participation , Envelope-IV: Letter of sample and Envelope-V: Technical Compliance sheet will be opened in the presence of bidders or their representatives who choose to attend on the date and time as mentioned in tender document. It will be checked by the Committee, if the required documents have been submitted. If the submitted documents do not meet the tender requirements, then the Commercial Bid of the said bidder may not be considered for further processing.
c.	CMRL shall read out and prepare a record of the tender opening that shall include as a minimum: Bidders names, designation, authority letter, any such other details as the CMRL may consider appropriate, will be announced by the CMRL at the opening.
d.	CMRL Uniform Committee will examine the submitted samples, technical compliance sheets and qualifying criteria documents for technical suitability of the offers.
	The determination of a Tender's responsiveness will be based on the contents of the tender itself without recourse to extrinsic evidences. A Bid shall be considered responsive only if: <ul style="list-style-type: none"> <li>a. It is received as per formats (Packet-A)&amp; (Packet-B),</li> <li>b. It is received by the Bid Due Date including any extension thereof,</li> <li>c. It is signed in all pages and, sealed,</li> <li>d. It is accompanied by the Annual turnover, Experience certificate and samples specified in tender document.</li> <li>e. It contains all the <u>information, Annexure and documents (complete in all respects)</u> as requested in this Tender document and/or Bidding Documents(in the formats same as those specified);</li> <li>f. It contains a copy of the receipt for payment towards the cost of this Document . It is</li> </ul>

