

DIRECTORATE OF TECHNICAL EDUCATION & TRAINING, ODISHA, CUTTACK-1
Ph. No. 0671-2301061, Fax No. 0671-2301961,
E-mail: dtetodisha.procurement@gmail.com

Expression of Interest

BID REFERENCE NO-5/ DTE&T, Odisha / EOI / 2014-15

DTE&T, Odisha invites sealed EOI from registered organisations/ institutes/ Central/ Govt. Organisations/ Agencies for setting up of Smart Classes in existing ITIS / POLYTECHNICS

Complete BID document containing the details of smart Class with specification, quantity, Terms & Conditions, Cost of EOI document (Rs.2000/-) and EMD details can be downloaded from the website: www.dtetorissa.gov.in. The complete BID can be submitted by Speed Post / Regd. Post or can be dropped in the sealed box available in the procurement cell. The last date of receipt of sealed EOI at this Directorate is dt.**16.04.14 on or before 12.00 Noon**. and the same will be opened on dt.**16.04.14 at 12.30 P.M.**

The authority reserves the right to accept or reject any part or all the BIDs without assigning any reason thereof.

Sd/-
DTE&T, Odisha, Cuttack

The Samaj (All editions) - Advt. Size- 2 Col x 6 cm

The Times of India (All editions National Level) - Advt. Size- 2 Col x 6 cm

EXPRESSION OF INTREST (EOI)

**FOR SETTING UP & INSTALLATION OF SMART CLASS ON TURN KEY BASIC IN
GOVT ITI /POLYTECHNIC OF ODISHA STATE DURING IN THE YEAR 2014-15**

Directorate of Technical Education & Training, Odisha,

Killamaidan, Buxibazar, Cuttack-753001

e-mail: dtetorissa@gmail.com / dtetodisha.procurement@gmail.com

Ph No :0671-2305398 /0671-2301061

website:www.dtetorissa.gov.in

EXPRESSION OF INTREST FOR INSTALIZATION OF SMART CLASS ON TURN KEY BASIC IN GOVT ITI /POLYTECHNIC DURING IN THE YEAR 2014-15

1. Background

Govt ITI/Polytechnic have situated in different part of the State to impart formal training under craft men& technician Education programme. Smart class will be setup on turnkey basic. The size of the Smart class room will vary 600sq ft to 800 sq ft.

2. Purpose

The object of setting up Smart class is to provide Air conditioned modern class room with interior decoration. The class room will be utilized for seminar, group discussion, interviews etc with provision of modern communication equipment such as laptop, LCD projector, provision of Microphone (wired/wireless), sitting arrangement (Desk-cum-Chair) for 30 students with provision of Instructor's platform with chair.

3. Eligibility

The BID is open to reputed and registered Organizations / Institutes, Central/state Government Organization/ Agencies, with proven track record in the relevant field.

(ii) The BIDDER must have executed at least Two (2) National / State Level Projects of Equivalent nature in the recent past.

iii) The annual turnover of the BIDDER must be more then Rs.2.00 Crore per year for the last two financial years.

iv) The firm /Organization participating in the BID is required to submit copies of up-to date Income tax , sales Tax/VAT, professional Tax and service Tax Certificate as applicable along with the balance sheet for last two years and Organization Registration Certificate.

(v) An EMD of Rs 50,000.00 (Fifty thousand) only shall have to be deposited with the Technical BID otherwise the financial BID shall be considered rejected.

(vi) The BID has to execute on turnkey basic.

(vii) The BIDDER has to bear all costs associated with the preparation and submission of the BID.

(viii) The authority inviting BID will in no case be responsible or liable for any costs regardless of the conduct or outcome of the bidding process.

4. **SUBMISSION OF EOI**

A. Preparation of Bid

- (i) The BIDDER must prepare two separate Bids- one is 'Technical BID 'and the other is 'Financial price BID'.
- (ii) The technical BID shall consist of following items and documents.
 - a) Organization profile, which shall include personnel profile.
 - b) Details of the experience held by the bidder in handling Equivalent nature of work if any.
 - c) Details (including hard copy and soft copy of the presentation) of at least one- reference work of operational in past or at present executed by the bidder for any organization in the field of Technical Education. This reference work may be used to assess the performance of the bidder.
 - d) Copy of registration certification of the company issued by competent authority and Copies of up-to -date Income Tax, professional Tax, Sales Tax /VAT, service Tax, Clearance certificate and other certificates as applicable.
 - e) Copy of company Balance sheet.
 - f) In the financial Price Bid, the bidder shall indicate the price required in Indian rupees for completing entire performance obligation as mentioned under the "scope of work" Bid validity. The financial price Bid shall be filled in both words and figures.

B. Bid Security

The BID/EOI submitted must be accompanied by the Bid security (Earnest Money) amount of Rs. 50,000.00/- (Rupees Fifty thousand) only in shape Bank Draft in favour of "Director technical Education & Training, Odisha. Payable at Cuttack " on any Nationalized Bank. The Bid security of the unsuccessful BIDDER will be remitted back within 2 (two) months from the last date of submission of the tender. The Bid security of successful BIDDER will be kept till final execution of the work.

C. OPENING OF BID

The BID will be opened on **16.4.2014 on 12.30 PM** in presence of BIDDERS /Authorized representatives who choose to attend the bid opening. Only Authorized Representatives of the BIDDER **with** valid identity will be allowed to attend the BID opening. **Financial price BID shall be opened for the bidders those who qualify technically, which will be informed by E-mail.**

5. General Terms and Conditions:

- i) The required materials will be supplied by the firm on F.O.R. destination.
- ii) Any entry tax if paid by the firm, then the same will be reimbursed on production of original Money Receipt in the name of consignee principal
- iii) An authorized representative of the firm must put his/her initials on all pages of the offer. The representative's authorization need to be confirmed by a written power of attorney accompanying the offer.
- iv) One original and one duplicate copy of the Technical Offer & Financial offer is required to be submitted super scribing on the top of envelope 'Original' or 'Duplicate' as the case may be. In case of any discrepancies between the original and the duplicate of the offer, the original copy would be considered as final.
- v) The original and one duplicate copies of the Technical Offer shall be placed in a sealed envelope clearly marked "Technical Offer ". Equivalently the original & duplicate copies of the financial offer shall be placed in a separate sealed envelope clearly marked "Financial offer" and warning "DO NOT OPEN" with the Technical offer. Both these envelopes shall be placed into an outer sealed envelope bearing the submission address and **clearly marked setting up smart class on turnkey basic**
- vi) A non refundable processing fee of an amount Rs-2000.00/- (Rupees Two Thousands) only in shape of Bank Draft drawn in favour of Director, Technical Education & Training, Odisha, payable at cuttack on any Nationalized Bank shall be enclosed with the Expression of Interest.
- vii) The complete offer must be submitted to Director, Technical Education & Training, Odisha, Killamaidan, Buxibazar, cuttack on or before **16.4.2014 12.00 Noon** (IST) by registered/ courier/in person. The Offers received after the schedule date & time shall not be valid. The DTE&T will not be responsible for any type of delays.
- viii) For any clarification may be contacted during office hours along with written query on or before through office Tele/Fax Number- 06771-2305398 and FAX -0671-2301961.
- ix) The offers shall remain **valid** for a minimum period **4 (Four) months** from the date of opening.
- x) Submission of the Expression of Interest and participation by an Organization shall be construed that the Organization agrees to abide by all the terms and conditions prescribed for the assignment.
- xi) DTE&T Odisha reserves the right to accept or reject any or all offers without assigning any reasons thereof and to add modify or delete any of the terms and conditions without any prior notice. The decision of DTE&T shall be final and bindings
- xii) DTE&T Odisha reserves the right to modify the requirement at any time during the process of finalization of tender.

- xiii) Bid not submitted as per prescribed procedures and guidelines will be liable for cancellation and will be termed as Non Responsive and hence will not be considered for evaluation.
- xiv) The bidder selected for the contract will be informed by an award letter of which the acceptance has to be submitted to the authority within **21(Twenty One) days** of receipt of award letter , failing which the EMD of the bidder will stand forfeited and the second lowest bidder will be considered for the contract.
- xv) The authority inviting the BID will reserve the full authority to cancel or accept any BID without assigning any reason whatsoever without thereby incurring any liability to the affected BIDDER/BIDDERS or any obligation to inform the affected BIDDER/BIDDERS.
- xvi) Responsive bidder not performing the obligation under the contract, with sufficient reasons acceptable to the authority inviting the BID, will be **Black Listed**.
- xvii) At any time prior to the deadline for submission of bid the authority inviting the bid may, for any reason, whether at its own initiative or in response to a clarification requested by a who have received the bidding documents will be informed of the amendment in writing or by Fax, and will be binding on them. No response or clarification within 3days will automatically stand accepted by both the parties.
- xviii) In case of any dispute the authority inviting the bid and the vendor shall make every effort to resolve amicably by direct informal negotiation. If such informal negotiation fails, the matter will be referred to commissioner cum secretary to Govt., ETE&T Dept., Govt. of odisha, whose decision will be final and binding on all.
- xix) In case of any false or incorrect information found the EOI, the authority inviting the BID may reject the BID forthwith with forfeiture of BID security. Authority inviting the Bid may also inviting legal action against the BIDDER.
- xx) If any additional order will be placed subsequently, the firm is binding to execute the order in stipulated time same rate.
- xxi) The courts at Cuttack, Odisha alone shall have the jurisdiction to settle and decide all disputes related to this matter.
- xxii) For any delay in completing the work, the firm will have to pay a penalty of 0.5% of contract value for each 7 days delay for dated line.
- xxiii) The firm has to adhere to the specification as mentioned in Technical bid &Financial bid otherwise suitable penalty deemed proper shall be imposed by the authority. The specification as mentioned in Technical bid should be similar in Financial bid

- 6. Performance Security:** The successful Bidders shall furnish Performance Security (**Annexure-IX**) within 21 days after the Supplier's receipt of **Notification of Award** for an amount equivalent to 5% (Five Percent) of the Contract Price in the form of Demand Draft/ irrevocable BG issued by a Nationalized Bank in favour of the Purchaser valid up to 60 (sixty) days after the date of completion of Performance obligations including warranty obligations. The Performance Security will be discharged by the **Purchaser** and returned to the Supplier not later than 60 days following the date of completion of the supplier's performance obligations, including the warranty obligations, under the Contract. The Performance Security shall be forfeited in case any terms and conditions of the contract are infringed or the bidders fails to make complete supply satisfactorily or complete the work within the delivery / completion period agreed in the contract without prejudice to the purchaser's right to take further remedial actions in terms of the contract and bidding document which formed part of the contract.

Evaluation procedure:

1. The technical offer received shall be scrutinized by an Evaluation committee constituted by DTE&T, Odisha, Cuttack for the purpose.
2. Evaluation committee will make evaluation all technical offers as per criteria laid down in technical offer.
3. The financial bids of technically qualified Bid will be evaluate as a whole considering all items.
4. The BIDDER has to quote rates for each items as per the scope of the work excluding the TAXES as applicable. Evaluation will be made as a whole considering each item (on single lot basis)
5. The bidders should quote offer for all the items failing which the Financial BID stand rejected.
6. The lowest rate considering all items taken together quoted by the bidder will be called for presentation.
7. If required negotiation may be made for awarding contract.

Annexure-A

Terms of Reference (TOR)

i. **Objectives:**

The board Objective of setting up smart class is for:

- i. Development of interior work. Installation of Hardware's & integrating them to be a modern smart Class room.

ii. **Scope of Work**

The BIDDER has to set up all smart class with required Hardware & furniture & make them functional. It will be the responsibility of the bidder to maintain all the installed hardware etc for a period **TWO years**.

vi. **Periodical Monitoring of Work by Review committee:**

The assigned work shall be supervised by the consignee principal as per terms and conditions of contract .The opening of the price would be final and shall be adhered to by the agency/organization time to time to whom the work would be assigned.

NAME OF CONSIGNEE WHERE SMART CLASS WILL BE INSTALLED

Govt Poly. Bolangir / Govt Poly. Gajapati / Govt Poly. Kandhamal / Govt Poly. Kendrapara / Govt Poly. Nawarangpur / Govt Poly. Sambalpur/ Govt Poly. Balasore / Govt Poly. Sonapur / / JES, Jharsuguda / G.P. , Dhenkanal / G.P., BBSR / OSME, Keonjhar / SKDAV, Rourkela/ UGMIT, Rayagada / UCPEs, Berhampur / UGIE, Rourkela/ BOSE, Cuttack/ BPFTIO, Cuttack / GP, Berhampur / ITT, Choudwar / IGIT, Sarang (21 Nos)

ITI, Cuttack / ITI, Puri / ITI, Berhampur / ITI, Rourkela / ITI, HiraKud / ITI, Barbil / ITI, Bhawanipatna / GITI, Ambaguda / ITI, Talcher / ITI, Bolangir / ITI, Phulbani / TTI, Takatpur / PCITI, Baripada / Madhusudan ITI, Cuttack / ITI, Anadapur / ITI, Bhubaneswar / ITI, Umerkote / Gandhamardana ITI, Bolangir / ITI, Boudh / ITI, Dhenkanal / ITI, Baragarh / ITI, Chhatrapur / ITI, Khariar Road / ITI, Malkangiri / ITI, Hinjlikut / ITI, Purushottampur / SIPT, Pattamundai / ITI, Rayagada / ITI, Sonapur / ITI, Balasore (30 Nos)

Annexure-B

Format for Technical Offer:

Details of the Bidder:

1. Name of the organization:
2. Name and designation of Office bearer(s):
3. Full postal Address phone/Fax, e-mail, website:
4. Branches & presence in Odisha or Eastern Region (specify, if any)
5. Registration Details and Financial turnover of last 2(two)years

: (Attach

Details as separate enclosure)

6. Details of past work relevant to present assignment:

Title of the Assignment	Name of the client	Specific objectives	Total value of the work (Rs)	Duration of work (months)	Salient features of the work

8. Details/ Documents of important works under taken to highlight Equivalent previous experience (enclose copies of few relevant works).

9. Qualification of TOR/comments on TOR:

10. Description of proposed methodology:

(a) Detailed Approach

(b) Proposed methodology

© Detailed work plan and time scheduler with milestones.

11. Enclosures:

(b) Profile Organizations/ Agencies /Annual reports (Most recent).

© Copy of last Tow year's audited statement of Accounts.

(d) Copy of registration certificate/TAX clearance certificates applicable.

(e) Documents/ Reports of important and relevant work to highlight Equivalent previous experience

(f) Sample copy of the photography of setting of labs.

Date:

Place:

Annexure-C

Format of Financial Offer for Settings up of smart class on turnkey Basic:

(This format must be kept in a separate sealed envelope clearly marked as financial offer)

Name of the organization:

Sl.No	Item	unit	Price	
			In Figure	In Words
1	<p>Arrangement of Interior & furniture's in the proposed room</p> <p>Specification</p> <p>(A) Raised Instructed area decking as per specification</p> <p>(B) Instructor's/ Lecturer stand with chair.</p> <p>(C) Instructor Desk.</p> <p>(D) Front wall arrangement as per the design.</p> <p>(E) Wall Cladding to prevent sound reverberation (30pieces for each room 2ft x 2.5ft) & Ceiling, Painting</p> <p>(F) Sitting & writing arrangements for 60 students Class Room (Desk-cum-Chair) Cushion sheet & back with arms, Cushion sheet & back with arms, Depth-70 cm Width-55 cm Height-90 cm Sheet Height-48 cm</p> <p>(G) 3 No's of Split type AC of Cap.2 ton of reputed make</p> <p>(H) Fire Extinguisher 2 Nos 6 Kg Each ABC type</p>	<p>1 No.</p> <p>1 No.</p> <p>1 No.</p> <p>1 No.</p> <p>1 No.</p> <p>60 Nos.</p> <p>3 nos.</p> <p>2 Nos.</p>		

2	<p>Accessories for smart class Room</p> <p>(A)Laptop computer i7 with licensed Win 8OS of MNC Brand – 1 No</p> <p>(B) Amplifier makes Ahuja Model – SSB 160 or Equivalent - 1 No</p> <p>(c) Speaker make Ahuja Model-SMX 302 or Equivalent.- 4 Nos</p> <p>(D) Wired Microphone make SHURE PG 48 Equivalent with Stand.- 1 No</p> <p>(E) Wireless Microphone make SHURE Equivalent or higher- 1 No</p> <p>(F)Multimedia projector -3000 ANSI lumens; native x GA with ceiling mounting arrangement of projector with VGA cable.- 1 No</p> <p>(G)Screen of motorized type of 8ftX6ft for maximum visibility - 1 No</p>			
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- N.B. i. The materials to be supplied by the firm on F.O.R. destination.
- ii. The bidder has to quote rates for each items as per the scope of the work excluding the TAXES as applicable. Evaluation will be made as a whole considering each item (on single lot basis).

Date:
Place:

Signature with Name of the authorized Signatory
& Designation

Envelopes	Documents Furnished	Yes/NO
	1. Filed in Format Technical Offer (Annexure-B)	
	2.Detailed Methodology	
	3.Profile of Organizations /Agencies/ Firms with a focus on Equivalent type of previous assignment	
	4. Copy of Two Year's audited statement	
	5. Copy of Registration certificate	
	6.Details/ Documents of few important & relevant developed smart class support provided to highlight Equivalent previous experience	
	7.one "ORIGINAL" & one "COPIES" of technical in Duplicate	
	8.Envelope with technical offer (Original & copies) Sealed properly & marked as " Technical offer"	

	9.Non- refundable Bank Draft for Rs.2000/- drawn in favour of Director, Technical education & Training, Odisha , payable at Cuttack on any Nationalized Bank as processing Fees.	
Financial offer	1. Format for Financial offer (Annexure-C)	
	2. Envelope with Financial offer sealed properly and marked as "FINANCIAL OFFER" and warning " DO NOT OPEN WITH THE TECHNICAL OFFER" .	

Both sealed envelopes – "Technical offer" and " Financial offer" placed into an outer sealed envelope should clearly marked " Application for setting up smart class" .

DTE&T, Odisha, Cuttack