

CANE COMMISSIONER OFFICE, LUCKNOW.
17, NEW BERI ROAD, DALIBAGH, LUCKNOW
Telephone: (0522) 2207709 Fax: (0522) 2207709
Email: addlcanecomm@gmail.com
Website: <http://upcane.gov.in>

COMPETITIVE e-bidding
FOR
ANNUAL MAINTENANCE CONTRACT OF VARIOUS KINDS OF WORK in CANE
COMMISSIONER OFFICE, LUCKNOW UTTAR PRADESH FOR YEAR 2018-2019

e-bid REFERENCE : 244/असा./2017-18

LAST DATE AND TIME FOR SUBMISSION OF E-Bids : 19/02/2018 UPTO 6:55 PM

DATE AND TIME OF OPENING OF ON LINE TECHNICAL e-Bids : 20/02/2018 AT 11:00 AM

PLACE OF OPENING OF e-Bids : CANE COMMISSIONER OFFICE,
LUCKNOW.
17, NEW BERI ROAD, DALIBAGH,
LUCKNOW-226001

ADDRESS FOR COMMUNICATION : Cane Commissioner
17, NEW BERI ROAD, DALIBAGH,
LUCKNOW-226001

e-Bid E.M.D : Rs. 10,000/- (Ten Thousand Only)

This Document Contains – 32 Pages

It will be the responsibility of the e-Bidders to check U.P. Government e-Procurement website <http://etender.up.nic.in> for any amendment through corrigendum in the e-tender document. In case of any amendment, e-Bidders will have to incorporate the amendments in their e-Bids accordingly.

e-tender Document Processing /Cost : Rs 2000.00

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फैक्स नं०: 91-522-2204163

दूरभाष (0522)-2207709

कार्यालय आयुक्त, गन्ना एवं चीनी, उत्तर प्रदेश

17, NEW BERI ROAD, DALIBAGH, LUCKNOW

ई मेल: addcanecomm@gmail.com

वेबसाइट: <http://upcane.gov.in>

पत्र संख्या- 245/प्रशा/2017-18

दिनांक 09/02/2018

E-TENDER NOTICE

On line E-tenders are invited for ANNUAL MAINTENANCE CONTRACT OF VARIOUS KINDS OF WORK in CANE COMMISSIONER OFFICE, LUCKNOW UTTAR PRADESH FOR YEAR 2018-2019

<u>Sl no</u>	<u>Item</u>	<u>Technical bid opening date at 11.00 A.M</u>	<u>Financial bid opening date at 03.00 P.M.</u>	<u>E.M.D</u>
1	On line E-tenders are invited for ANNUAL MAINTENANCE CONTRACT OF VARIOUS KINDS OF WORK in CANE COMMISSIONER OFFICE, LUCKNOW UTTAR PRADESH FOR YEAR 2018-2019	20/02/2018	20/02/2018	Rs.10,000/-

The details of submission of e bids along with eligibility, date & time, opening of technical/Financial bids, E.M.D, experience and other terms & conditions will be available on e-tender portal <https://etender.up.nic.in> and office website <http://upcane.gov.in> from dated 19/02/2018 at 6:55 P.M from where tender documents may be downloaded by any bidder. The tender fee is Rs. 2000/- (non refundable) and required E.M.D which will be deposited in cane commissioner office before opening of Technical bid. E-Tender without earnest money shall be liable to be rejected. The detailed terms and conditions are given in e-tender document. The CANE COMMISSIONER OFFICE reserves the right to cancel any or all bids / annual e-bidding process without assigning any reason to bidders & decision of CANE COMMISSIONER OFFICE will be final & binding.

(K. N. UPADAHYAY)
Jt. Cane Commissioner (administration)

INVITATION FOR e-BidS

1. Bidders are advised to study the tender Document carefully. Submission of e-Bid against this tender shall be deemed to have been done after careful study and examination of the procedures, terms and conditions of the tender Document with full understanding of its implications.
2. The e-Bid prepared in accordance with the procedures enumerated in ITB **Clause 15** of Section-I should be submitted through e-Procurement website <https://etender.up.nic.in>.
3. The tender document is available at e-Procurement website <https://etender.up.nic.in> or CANE COMMISSIONER OFFICE's website <http://upcane.gov.in> from 19/02/2018 **AT 6:55 PM**. Interested bidders may view, download the e-Bid document, seek clarification and submit their e-Bid online up to the date and time mentioned in the table below:

(a)	Date of publication of e-tender notice & availability of Tender Document	Tender Notice has been published over e-Procurement website https://etender.up.nic.in and CANE COMMISSIONER OFFICE's website http://upcane.gov.in and tender Document will be available from 19/02/2018 AT 6:55 PM at e-Procurement web site https://etender.up.nic.in and office website http://upcane.gov.in
(b)	Availability of tender document on website	from 19/02/2018 AT 6:55 PM at e-Procurement web site https://etender.up.nic.in and CANE COMMISSIONER OFFICE's website http://upcane.gov.in
(c)	Clarification start date & time	from 19/02/2018 AT 6:55 PM
(d)	Clarification end date & time	upto 19/02/2018 upto 6:55 PM
(e)	e-Bid submission start date & time (Submission of e-tender fee, EMD and other supporting documents in PDF/XLS format)	from 19/02/2018 AT 6:55 PM
(f)	e-Bid submission end date & Time	upto 19/02/2018 AT 6:55 PM PM
(g)	Online technical e-Bid opening date & time	at 20/02/2018 AT 11:00 AM
(h)	Online financial e-Bid opening date & time (Only of technically qualified bidders)	at 20/02/2018 AT 3:00 PM

(i)	Venue of opening of technical & financial e-Bids	CANE COMMISSIONER OFFICE, 17, NEW BERI ROAD, DALIBAGH, LUCKNOW
(j)	Contact officer	Name: Mr. K.N. Upadhayay, Joint Cane Commissioner (Administration) Tel No: PBX (0522)-2207709, Fax: (0522) 2204163, Mob:- 7081202102
(k)	Cost of e-Bid document	Rs 2000.00 (Rupees Two Thousand Only) (Non-refundable)
(l)	e-Bid E.M.D	Rs.10000/- (Ten Thousand Only)

4. The bidders need to submit the proof/cost of e-Bid document/processing as stated in the above table through Demand Draft in favour of "गन्ना एवं चीनी आयुक्त, उ.प्र., लखनऊ" (herein after referred as CANE COMMISSIONER OFFICE/Purchaser) payable at Lucknow. The scanned copy of the Demand Draft must be enclosed along with the e-Bids but the original Demand Draft should reach the office of CANE COMMISSIONER/Purchaser at Lucknow before opening of technical e-Bid.
5. All e-Bid must be accompanied by e-Bid Earnest Money Deposit (EMD) in the form of Demand Draft, drawn in favour of "गन्ना एवं चीनी आयुक्त, उ.प्र., लखनऊ". The scanned copy of the e-Bid EMD must be submitted along with the e-Bid and the original should reach the CANE COMMISSIONER office at Lucknow before opening of technical e-Bids. No Interest would be payable on e-Bid (Earnest Money) deposited with the CANE COMMISSIONER OFFICE.
6. The e-Bids will be electronically opened in the presence of bidder's representatives, who choose to attend at the venue, date and time mentioned in the above table. An authority letter of bidders representative will be required to be produced.
7. The CANE COMMISSIONER OFFICE reserves the right to cancel any or all the e-Bids/annul the e-Bid process without assigning any reason thereof. The decision of CANE COMMISSIONER OFFICE will be final and binding.
8. In the event of date specified for e-Bids opening being declared a holiday for CANE COMMISSIONER office then the due date for opening of e-Bids shall be the following working day at the appointed time and place.
9. All the required documents including Price Schedule/BOQ should be uploaded by the e-Bidder electronically in the PDF/XLS format. The required electronic documents for each document label of Technical (Fee details, Qualification details, e-Bid Form and Technical Specification details) schedules/packets can be clubbed together to make single different files for each label.
10. The companies/firms who are registered at e-Procurement portal for e-tendering with UP Electronics Corporation Ltd, 10 Ashok Marg, Lucknow-226002, would only be eligible for participating in this e-tender as well as in e-tendering system of U.P. Govt. departments. All companies/firms who have not registered themselves with UPLC Ltd ,Lucknow for e-tendering till date can get their registration done by depositing a filled in form issued by UPLC Ltd, Lucknow along with registration fee of Rs.

6000.00 (Rupees Six thousand only) for participating in this e-tender and other e-tenders of U.P. Govt. departments. The companies/firms, who are not having digital signature, can also get their digital signature on deposit of processing fees of Rs.1708.00 (Rupees One thousand seven hundred and eight only). The companies/firms may contact the officials on phone numbers (0522) 4130303 Extn 305 & 307, 09721451211, for their Registration/Digital Signature Certificate related queries. The registration fee may also be deposited through RTGS. The details of RTGS are as under:

M/s U.P. Electronics Corporation Ltd, Lucknow
Indian Bank
Ashok Marg, Lucknow
A/C No. 772819168
IFC code- IDIB000L002
CBS code- 00527
Rs.6000/-

For E-Tendering Enquiry Please Contact Following Persons

- 01.Sri Sakal Deep Pathik - +91- 7081202124
- 02.Sri Rritvik Saxena - +91- 7880888823
- 03.Sri Rajendra Prasad Yadav - +91- 7081202144

SECTION I : INSTRUCTIONS TO BIDDERS (ITB)

(A) THE BID DOCUMENT

1-Cost of e-Bid

- a) The bidder shall bear all costs associated with the preparation and submission of its e-Bid and CANE COMMISSIONER OFFICE, Lucknow hereinafter referred to as “the Purchaser”, will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the e-Bid process.
- b) This tender document is available on the web site <https://etender.up.nic.in> and <http://upcane.gov.in> to enable the bidders to view, download the e-Bid document and submit e-Bids online up to the last date and time mentioned in e-Tender notice/e-tender document against this e-Tender. The bidders shall have to pay e-Tender document fee of **Rs 2000.00 (Rupees Two Thousand Only)** through Demand Draft payable in favour of “गन्ना एवं चीनी आयुक्त, उ.प्र., लखनऊ” The scanned copy of the Demand Draft must be enclosed along with the e-Bid but the original Demand Draft should reach the Purchaser’s office before opening of the technical e-Bid. This e-tender document fee of Rs. **2000.00** will be non-refundable.

2-Contents of e-Bid Document

- 2.1 The goods required to be supplied; e-Bid procedure and contract terms and conditions are prescribed in the e-Bid document. The e-Bid document includes:
Invitation for e-Bid

Section I	: Instruction to bidders (ITB);
Section II	: Conditions of E-tender/ Contract (CC);
Section III	: Technical e-Bid;
Section IV	: Financial e-Bid;

- 2.2 The bidder is expected to examine all instructions, forms, terms and specifications in the e-Bid document. Failure to furnish all information required as per the e-Bid document or submission of e-Bid not responsive to the e-Bid document in every respect will be at the bidder’s risk and may result in rejection of the said e-Bid.

3-Clarification of e-Bid Document

A prospective bidder requiring any clarification of the e-Bid document may raise his/her point of clarification through Bid Management Window after successfully login to the e-Procurement website <https://etender.up.nic.in>. The bidder may seek clarification by posting query in the relevant window after clicking "Seek Clarification" option in the view e-tender details window for e-tender which can be selected through my tender option of e-Bid submission menu. The clarification will be replied back by the Purchaser through the e-Procurement website which can be read by the bidder through the "Clarification" option under Bid Submission menu. The Purchaser may also respond to clarifications raised by the prospective bidders on Purchaser's e-mail address adlcanecomm@gmail.com

4. Amendment of e-Bid Document

- 4.1 At any time prior to the deadline for submission of e-Bid, the Purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the e-Bid document by amendments. Such amendments shall be uploaded on the e-Procurement website <https://etender.up.nic.in> and Purchaser's web site <http://upcane.gov.in> through corrigendum and shall form an integral part of e-Bid document. The relevant clauses of the e-Bid document shall be treated as amended accordingly.
- 4.2 It shall be the sole responsibility of the prospective bidders to check the web site <https://etender.up.nic.in> and <http://upcane.gov.in> from time to time for any amendment in the e-tender document. In case of failure to get the amendments, if any, the Purchaser shall not be responsible for it.
- 4.3 In order to allow prospective e-Bidders a reasonable time to take the amendment into account in preparing their e-Bids, the Purchaser, at his discretion, may extend the deadline for the submission of e-Bids. Such extensions shall be uploaded on the e-Procurement website <https://etender.up.nic.in> and Purchaser's web site <http://upcane.gov.in>.

(B) PREPARATION OF e-Bid

5 Language of e-Bid

- 5.1 The e-Bid prepared by the bidder, as well as all correspondence and documents relating to the e-Bid exchanged by the bidder and the Purchaser shall be written either in English or Hindi language. The correspondence and documents in Hindi must be accompanied by embedded/separate Hindi font files. Only English numerals shall be used in the e-Bid.

6 Documents Constituting the e-Bid

- 6.1 The e-Bid prepared by the bidder shall comprise the following components:
- (a) **Technical e-Bid** - Technical e-Bid will comprise of :
- (i) **Fee Details** includes copies of e-tender document processing/Cost and e-Bid Earnest Money Deposit furnished in accordance with ITB Clause 12 in PDF format.
- (ii) **Qualification Details** – includes copies of required documents as per ITB Clauses 10 and 11 in PDF format justifying that the bidder is qualified to perform the contract if his/her bid is accepted and that the bidder has financial, technical and production capability necessary to perform the contract and meets the criteria outlined in the Qualification Requirement and Technical Specification and fulfill all the conditions of the Contract and that the goods and ancillary services to be supplied by the bidder conform to the e-Bid document and Technical Specifications.
- (iii) **e-Bid Form** – includes copy of filled in e-Bid Form as per Section-III(A) of e-tender document in PDF format justifying that the bidder is complying with all the

conditions of the Contract and Technical Specifications of the e-Bid Document as no deviation will be acceptable to the Purchaser.

- (iv) **Technical Specification Details** – includes copy of filled in Technical Specifications as per Section-III(C) of e-tender document in PDF format.
- (b) **Financial e-Bid** – Financial e-Bid will comprise of :
 - (i) **e-Bid Form** – includes copy of filled in e-Bid Form as per Section-IV (A) of e-tender document in PDF format.
 - (ii) **Price Schedule/BOQ** includes Price Schedule/BOQ in XLS format to be filled in after downloading from the e-Procurement website for this e-tender.

7-e-Bid Form

- 7.1 The bidder shall complete the e-Bid Form and the appropriate Price Schedule/BOQ furnished in the e-Bid document, including the goods to be supplied, their quantities and prices in the format given in the e-Bid document.

8 e-Bid Price

- 8.1 The bidder shall quote separately in the downloaded spread sheet file (BOQ) the Price of ANNUAL MAINTENANCE CONTRACT OF VARIOUS KINDS OF WORK in CANE COMMISSIONER OFFICE, LUCKNOW UTTAR PRADESH FOR YEAR 2018-2019.
- 8.2 The price of goods: including all duties and other taxes.
 - (a) The Rate of ANNUAL MAINTENANCE CONTRACT OF VARIOUS KINDS OF WORK in CANE COMMISSIONER OFFICE, LUCKNOW UTTAR PRADESH FOR YEAR 2018-2019 is inclusive of all duties and taxes.
- 8.3 Prices quoted by the bidder shall be fixed during the bidder's performance of the Contract and not subject to variation on any account subject to ITB Clause 25.1. A e-Bid submitted with an adjustable price quotation unless asked for shall be treated as non-responsive and rejected.

9 e-Bid Currencies

Prices shall be quoted in Indian Rupees only.

10 Documents Establishing bidder's Qualification

- 10.1 Pursuant to ITB Clause 6, the bidder shall furnish, as part of its Technical e-Bid, documents establishing the bidder's qualification to perform the Contract if its e-Bid is accepted. The documentary evidence should be submitted by the bidder electronically in the PDF format.

10.2 The documentary evidence of bidder's qualification to perform the Contract if its e-Bid is accepted shall be as per Qualification Requirements specified in Section III (D) of e-tender document.

11 Documents Establishing Goods' Conformity to e-Bid Documents

11.1 Pursuant to ITB Clause 6, the bidder shall furnish, as part of its e-Bid, documents establishing the conformity to the e-Bid documents of all goods and services which the bidder proposes to supply under the contract. The documentary evidence should be in the PDF file format.

12 e-Bid Earnest Money Deposit (EMD)

12.1 Pursuant to ITB Clause 6, the bidder shall furnish, as part of its e-Bid, an e-Bid EMD of **10000/- (Ten Thousand Only)** in form of Demand Draft, in favour of **"गन्ना एवं चीनी आयुक्त, उ.प्र., लखनऊ"**. The scanned copy of the e-Bid EMD must be submitted along with the e-Bid and the original should reach the Purchaser's office at Lucknow before opening of technical e-Bid. No Interest on EMD will be paid.

12.2 The e-Bid E.M.D is required to protect the Purchaser against the risk of bidder's conduct which would warrant the E.M.D's forfeiture, pursuant to ITB Clause 12.7.

12.3 The e-Bid E.M.D shall be in Indian Rupees and shall be in the following forms only:

A Demand Draft payable in favour of **"गन्ना एवं चीनी आयुक्त, उ.प्र., लखनऊ"** payable at Lucknow.

12.4 Any e-Bid not secured in accordance with ITB Clauses 12.1 and 12.3 above shall be treated as non-responsive and rejected by the Purchaser.

12.5 Unsuccessful bidder's e-Bid E.M.D will be returned upon the written request through cheque or DD in original submitted at the time of E-bid as promptly as possible after the expiration of the period of e-Bid validity prescribed by the Purchaser, pursuant to ITB Clause 13.

12.6 **The successful bidder's e-Bid E.M.D will be converted in security and in addition to EMD equal amount of security will be deposited with CANE COMMISSIONER OFFICE, pursuant to ITB Clause 28, and furnishing the performance security, pursuant to ITB Clause 29.**

12.7 The e-Bid E.M.D may be forfeited:

(a) if a bidder (i) withdraws its e-Bid during the period of e-Bid validity specified by the bidder on the e-Bid Form; or (ii) does not accept the correction of errors pursuant to ITB Clause 22.2; or (iii) modifies its e-Bid price during the period of e-Bid validity specified by the bidder on the e-Bid form or

(b) In case of a successful bidder, if the bidder fails:

(i) to sign the Contract with the Purchaser in accordance with ITB Clause 28; or

(ii) To furnish performance security in accordance with ITB Clause 29.

13 Period of Validity of e-Bid

- 13.1 e-Bid shall remain valid up to **90 days** after the date of e-Bid opening prescribed by the Purchaser, pursuant to ITB Clause 16. An e-Bid valid for a shorter period shall be rejected by the Purchaser as non-responsive.
- 13.2 In exceptional circumstances, the Purchaser may solicit the bidder's consent to an extension of the period of e-Bid validity. The request and the response thereto shall be made in writing. A bidder may refuse the request without forfeiting its e-Bid security. A bidder granting the request will not be required nor permitted to modify its e-Bid.

14 Format and Signing of e-Bid

- 14.1 The bidder shall prepare one electronic copy each of the Technical e-Bid and Financial e-Bid separately.
- 14.2 The e-Bid document shall be digitally signed, at the time of uploading, by the bidder or a person or persons duly authorized to bind the bidder to the Contract. The letter authorization shall be indicated by a scanned copy of written power-of-attorney accompanying the e-Bid. All the pages/ documents of the e-Bid that are to be uploaded shall be digitally signed by the person authorized to sign the e-Bid.

15. Submission of e-Bid

The Bid Submission module of e-Procurement website <https://etender.up.nic.in> enables the bidders to submit the e-Bid online in response to this e-tender published by the Purchaser. Bid Submission can be done only from the Bid Submission start date and time till the Bid Submission end date and time given in the e-tender. Bidders should start the Bid Submission process well in advance so that they can submit their e-Bid in time. The bidders should submit their e-Bid considering the server time displayed in the e-Procurement website. This server time is the time by which the e-Bid submission activity will be allowed till the permissible time on the last/end date of submission indicated in the e-tender schedule. Once the e-Bid submission date and time is over, the bidders cannot submit their e-Bid. For delay in submission of e-Bid due to any reasons, the bidders shall only be held responsible.

The bidders have to follow the following instructions for submission of their e-Bid:

- 15.1 For participating in e-Bid through the e-tendering system, it is necessary for the bidders to be the registered users of the e-Procurement website <https://etender.up.nic.in>. The bidders must obtain a User Login Id and Password by registering themselves with U.P. Electronics Limited, Lucknow if they have not done so previously for registration. Refer to details given in Invitation for e-Bid Clause 10.
- 15.2 In addition to the normal registration, the bidder has to register with his/her **Digital Signature Certificate (DSC)** in the e-tendering system and subsequently he/she will be allowed to carry out his/her e-Bid submission activities. Registering the Digital Signature Certificate (DSC) is one time activity. Before proceeding to register his/her

DSC, the bidder should first log on to the e-tendering system using the User Login option on the home page with the Login Id and Password with which he/ she has registered as per clause 15.1 above.

For successful registration of DSC on e-Procurement website <https://etender.up.nic.in> the bidder must ensure that he/she should possess Class-2/ Class-3 DSC issued by any certifying authorities approved by Controller of Certifying Authorities, Government of India, as the e-Procurement website [http:// etender.up.nic.in](http://etender.up.nic.in) is presently accepting DSCs issued by these authorities only. The bidder can obtain User Login Id and perform DSC registration exercise as described in clauses 15.1 and 15.2 above even before e-Bid submission date starts. The Purchaser shall not be held responsible if the bidder tries to submit his/her e-Bid at the last moment before end date of submission but could not submit due to DSC registration problem.

- 15.3 The bidder can search for active tenders through "Search Active tenders" link, select a tender in which he/she is interested in and then move it to 'My Tenders' folder using the options available in the e-Bid Submission menu. After selecting and viewing the tender, for which the bidder intends to e-Bid, from "My Tenders" folder, the bidder can place his/her e-Bid by clicking "Pay Offline" option available at the end of the view tender details form. Before this, the bidder should download the e-tender document and Price Schedule/Bill of Quantity (BOQ) and study them carefully. The bidder should keep all the documents ready as per the requirements of e-tender document in the PDF format except the Price Schedule/Bill of Quantity (BOQ) which should be in the XLS format (Excel sheet).
- 15.4 After clicking the 'Pay Offline' option, the bidder will be redirected to the Terms and Conditions page. The bidder should read the Terms & Conditions before proceeding to fill in the Tender Fee and EMD offline payment details. After entering and saving the Tender Fee and EMD details, the bidder should click "Encrypt & Upload" option given in the offline payment details form so that "Bid Document Preparation and Submission" window appears to upload the documents as per Technical (Fee details, Qualification details, e-Bid Form and Technical Specification details) and financial (e-Bid Form and Price Schedule/BOQ) schedules/packets given in the tender details. The details of the Demand Draft or any other accepted instrument which is to be physically sent in original before opening of technical e-Bid, should tally with the details available in the scanned copy and the data entered during e-Bid submission time otherwise the e-Bid submitted will not be accepted.
- 15.5 Next the bidder should upload the Technical e-Bid documents for Fee details (e-tender fee and EMD), Qualification details as per "ITB Clause 10 or 21", e-Bid Form as per "Section-III(A)" and Technical Specification details as per "Section-III(C):Technical Specifications" and Financial e-Bid documents as per "Section-IV(A):e-Bid Form" and "Section-IV(B):Price Schedule/BOQ" of e-tender document. Before uploading, the bidder has to select the relevant Digital Signature Certificate. He may be prompted to enter the Digital Signature Certificate password, if necessary. For uploading, the bidder should click "Browse" button against each document label in Technical and Financial schedules/packets and then upload the relevant PDF/XLS files already prepared and stored in the bidder's computer. The required documents for each document label of Technical (Fee details, Qualification details, e-Bid Form and Technical Specification details) and financial (e-Bid Form and Price Schedule/BOQ)

schedules/packets can be clubbed together to make single different files for each label.

- 15.6 The bidder should click "Encrypt" next for successfully encrypting and uploading of required documents. During the above process, the e-Bid documents are digitally signed using the DSC of the bidder and then the documents are encrypted/locked electronically with the DSC's of the bid openers to ensure that the e-Bid documents are protected, stored and opened by concerned bid openers only.
- 15.7 After successful submission of e-Bid document, a page giving the summary of e-Bid submission will be displayed confirming end of e-Bid submission process. The bidder can take a printout of the bid summary using the "Print" option available in the window as an acknowledgement for future reference.
- 15.8 Purchaser reserves the right to cancel any or all e-Bids without assigning any reason.

16-Deadline for Submission of e-Bid

- 16.1 e-Bid (Technical and Financial) must be submitted by the bidders at e-Procurement website <https://etender.up.nic.in> not later than **time 19/02/2018 AT 6:55 P.M and** the date as mentioned on page 4 (as the server time displayed in the e-Procurement website).
- 16.2 The Purchaser may, at its discretion, extend this deadline for submission of e-Bid by amending the e-Bid document in accordance with ITB Clause 4, in which case all rights and obligations of the Purchaser and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

17 Late e-Bid

- 17.1 The server time indicated in the Bid Management window on the e-Procurement website <https://etender.up.nic.in> will be the time by which the e-Bid submission activity will be allowed till the permissible date and time scheduled in the e-tender. Once the e-Bid submission date and time is over, the bidder cannot submit his/her e-Bid. Bidder has to start the Bid Submission well in advance so that the submission process passes off smoothly. The bidder will only be held responsible if his/her e-Bid is not submitted in time due to any of his/her problems/faults, for whatsoever reason, during e-Bid submission process.

18 Withdrawal and Resubmission of e-Bid

- 18.1 At any point of time, a bidder can withdraw his/her e-Bid submitted online before the bid submission end date and time. For withdrawing, the bidder should first log in using his/ her Login Id and Password and subsequently by his/her Digital Signature Certificate on the e-Procurement website <https://etender.up.nic.in>. The bidder should then select "My Bids" option in the Bid Submission menu. The page listing all the bids submitted by the bidder will be displayed. Click "View" to see the details of the e-Bid to be withdrawn. After selecting the "Bid Withdrawal" option, the bidder has to click "Yes" to the message "Do you want to withdraw this bid?" displayed in the Bid Information window for the selected bid. The bidder also has to enter the bid

Withdrawing reasons and upload the letter giving the reasons for withdrawing before clicking the "Submit" button. The bidder has to confirm again by pressing "Ok" button before finally withdrawing his/her selected e-Bid.

- 18.2 The bidder has to request the Purchaser with a letter, attaching the proof of withdrawal and submission of e-Bid EMD in the office of Purchaser, to return back the e-Bid security/EMD as per the manual procedure.
- 18.3 No e-Bid may be withdrawn in the interval between the deadline for submission of e-Bids and the expiration of period of e-Bid validity. Withdrawal of an e-Bid during this interval may result in the bidder's forfeiture of his/her e-Bid E.M.D, pursuant to ITB Clause 12.7.
- 18.4 The bidder can re-submit his/her e-Bid as and when required till the e-Bid submission end date and time. The e-Bid submitted earlier will be replaced by the new one. The payment made by the bidder earlier will be used for revised e-Bid and the new e-Bid submission summary generated after the successful submission of the revised e-Bid will be considered for evaluation purposes. For resubmission, the bidder should first log in using his/her Login Id and Password and subsequently by his/her Digital Signature Certificate on the e-Procurement website <https://etender.up.nic.in>. The bidder should then select "My Bids" option in the Bid Submission menu. The page listing all the bids submitted by the bidder will be displayed. Click "View" to see the details of the e-Bid to be resubmitted. After selecting the "Bid Resubmission" option, click "Encrypt & Upload" to upload the revised e-Bid documents by following the methodology provided in clauses 15.4 to 15.7.
- 18.5 The bidders can submit their revised e-Bids as many times as possible by uploading their e-Bid documents within the scheduled date & time for submission of e-Bids.
- 18.6 No e-Bid can be resubmitted subsequently after the deadline for submission of e-Bids.

(C) e-Bid OPENING AND EVALUATION OF e-Bid

19(A) Opening of Technical e-Bid by the Purchaser

- 19.A-1 The Purchaser will open all technical e-Bids, in the presence of bidders' representatives who choose to attend 20/02/2018 **AT 11:00 AM** on CANE COMMISSIONER OFFICE, 17, NEW BERI ROAD, DALIBAGH, LUCKNOW. The bidder's representatives who are present shall sign a register evidencing their attendance. In the event of the specified date of e-Bid opening being declared a holiday for the Purchaser, the e-Bids shall be opened at the appointed time and place on the next working day.
- 19.A-2 The bidder's names and the presence or absence of requisite e-Bid security and such other details as the Purchaser at its discretion may consider appropriate, will be announced at the opening. The name of such bidders not meeting the Technical Specifications and qualification requirement shall be notified subsequently.
- 19.A-3 The Purchaser will prepare minutes of the e-Bid opening.
- 19 A-4 Sugar & Cane Commissioner, U.P. reserves the right to postpone the date and time of opening of Technical & Financial E-Bid in unavoidable circumstances and all the bidders will be informed.

19(B) Opening of Financial e-Bid

- 19.B.1 After evaluation of technical e-Bid, the Purchaser shall notify those bidders whose technical e-Bids were considered non-responsive to the Conditions of the Contract and not meeting the technical specifications and Qualification Requirements indicating that their financial e-Bids will not be opened. The Purchaser will simultaneously notify the bidders, whose technical e-Bids were considered acceptable to the Purchaser. The notification may be sent by letter, fax or by e-mail.
- 19.B.2 The financial e-Bids of technically qualified bidders shall be opened on 20/02/2018 **AT 3:00 PM** in the presence of bidders who choose to attend the opening of financial bid. The name of bidders, Unit Price quoted for various items etc will be announced at the meeting.
- 19.B.3 The Purchaser will prepare the minutes of the e-Bid opening.

20 Clarification of e-Bid

- 20.1 During evaluation of e-Bid, the Purchaser may, at its discretion, ask the bidder for a clarification of his/her e-Bid. The request for clarification and the response shall be in writing.

21 Evaluation of technical e-Bid and Evaluation Criteria

The Purchaser will examine the e-Bid to determine whether they are complete, whether they meet all the conditions of the Contract, whether required e-tender fee, e-Bid EMD and other required documents have been furnished, whether the documents have been properly digitally signed, and whether the e-Bids are generally in order. Any e-Bid or e-Bids not fulfilling these requirements shall be rejected.

The bidders shall submit the scanned copies of following as documentary proof for evaluation of their technical e-Bids:-

21.1 Eligibility Criteria

- (1) धरोहर राशि रू. 10,000 /- जमा करने सम्बन्धी अभिलेख की स्कैन्ड प्रति।
- (2) टेण्डर शुल्क राशि रू. 2,000 /- जमा करने सम्बन्धी अभिलेख की स्कैन्ड प्रति।
- (3) फर्म के रजिस्ट्रेशन सर्टिफिकेट की स्कैन्ड कापी।
- (4) फर्म के जी.एस.टी. के रजिस्ट्रेशन सर्टिफिकेट की स्कैन्ड कापी।
- (5) अनुभव सम्बन्धी अभिलेख की स्कैन्ड कापी।
- (6) फर्म की वित्तीय स्थिति का सी.ए. द्वारा प्रदत्त प्रमाण पत्र की स्कैन कापी।
- (7) विगत तीन वर्षों की इनकमटैक्स रिटर्न की स्कैन्ड कापी।
- (8) एथराइजेशन पत्र

22 Financial Evaluation and Comparison of e-Bid

- 22.1 The Purchaser will evaluate and compare the financial rates of individual items quoted in the price schedule/BOQ of e-Bids of those bidders whose technical e-Bids are found responsive as per the conditions of the e-tender only for those items of the bidders which have been technically accepted by the Purchaser.
- 22.2 No additional payments shall be made for completion of any contractual obligation beyond the quoted prices. If the supplier does not accept the correction of errors if any, its e-Bid shall be rejected and its e-Bid security may be forfeited.
- 22.3 No weightage/preference shall be given to the bidder quoting any higher technical specifications against the technical specifications of the items asked in the e-tender.
- 22.4 The Purchaser's evaluation of a Financial bid shall be based on in terms of basic rate quoted excluding GST.
- 22.5 The Financial Bids will be opened by Tender Evaluation committee (TEC) in the presence of Bidders' representatives (only one) who choose to attend the Financial Bid opening on date and time to be communicated to all the technically qualified Bidders. The Bidder's representatives who are present shall sign a register evidencing their attendance.
The name of Bidder, Bid Prices etc shall be announced at the meeting. The commercial quotes of the lowest Bidder shall be notified as L-1. The Quantity offered by the L-1 shall be first taken into consideration.
- a) In case L-1 offers to supply the complete order quantity and is assessed to have the adequate capacity to supply the complete order quantity as per the delivery schedule by the Tender Evaluation committee (TEC) then L-1 shall be contracted to execute the complete supply order.
 - b) In case L-1 offers to supply partial order quantity and is assessed to have adequate capacity to supply the offered partial order quantity as per the delivery schedule by the Tender Evaluation committee(TEC) then the L-1 bidder shall be contracted to supply the reduced quantity (which shall be more than the guaranteed minimum quantity) and rest of the quantity shall be allotted to subsequent bidder(s) provided the successful Bidder(s) are ready to offer the quantity at the rates quoted by L-1.
 - c) The quantity resulting from the split as mentioned above in case (b) shall be offered to the successful Bidder(s) after the assessment by the TEC in terms of their capacity to manufacture and supply.

- d) In case L-1 backs out, the RFP shall be cancelled & Bids shall be invited again L-1 shall however be blacklisted from participating in any future bidding and are liable for legal action taken by CANE COMMISSIONER OFFICE.

23 Contacting the Purchaser

- 23.1 Subject to ITB Clause 20, no bidder shall contact the Purchaser on any matter relating to his/her e-Bid, from the time of the e-Bid opening to the time the Contract is awarded. If the bidder wishes to bring additional information to the notice of the Purchaser, he/she can do so in writing.
- 23.2 Any effort by a bidder to influence the Purchaser in its decisions on e-Bid evaluation, e-Bid comparison or contract award may result in rejection of the bidder's e-Bid.

(D) AWARD OF CONTRACT

24 Award Criteria

- 24.1 The Purchaser will determine to its satisfaction whether the bidder(s) that is selected as having submitted the lowest rate (L-1) evaluated responsive bid meets the criteria specified in ITB Clause 10.2, and is qualified to perform the contract satisfactorily.
- 24.2 Subject to ITB Clause 26, the Purchaser will award the contract to the lowest rate (L-1) evaluated successful Bidder whose bid has been determined to be responsive to all the conditions of the contract and meeting the Technical specification and qualification requirement of the Bidding Document.
- 24.3 In case L-1 offers to supply partial order quantity and is assessed to have adequate capacity to supply the offered partial order quantity as per delivery schedule by the tender Evaluation committee(TEC) then the L-1 bidder shall be contracted to supply the reduced quantity (which shall be more than the guaranteed minimum quantity) and rest of the quantity shall be allotted to subsequent bidder(s) provided the successful Bidder(s) are ready to offer the quantity at the rates quoted by L-1. The quantity resulting from the split as mentioned above in case 22.5 (b) shall be offered to the successful Bidder(s) after the assessment by the TEC in terms of their capacity to manufacture and supply.

25 Purchaser's right to vary Quantities at the Time of Award

- 25.1 The Purchaser reserves the right at the time of Contract award to increase or decrease the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions, depending upon the requirement of end-customer. The purchaser may also increase or decrease the quantity even after award of contract up to the validity period of E-bid.
- 25.2 If any taxes/duties are increased/ decreased by the Government during the contract period, the same shall be adjusted mutually after submitting the proof by the successful bidder to the Purchaser.

26 Purchaser's right to accept any e-Bid and to reject any or all e-Bids

- 26.1 The Purchaser reserves the right to accept or reject any e-Bid, and to annul the e-Bid process and reject all e-Bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

27- Notification of Award

27.1 The Purchaser will notify the successful bidder in writing by letter/e-mail/fax, that its e-Bid has been accepted. Normally it will be informed within 30 days after opening of E-commercial/financial bid except in unavoidable circumstances.

27.2 The notification of award will constitute the formation of the Contract.

27.3 Successful bidder's will have to deposit equal amount of security money in addition to E.M.D.

28 Signing of Contract

At the same time as the purchase notifies the successful bidder that it's e bid has been accepted, the purchaser will inform the bidder accordingly

29 Performance/ Supply Security

The successful bidder shall deposit the security money as equal amount of E.M.D. No interest will be paid on security. The security deposited with CANE COMMISSIONER OFFICE shall be subjected to timely & satisfactory supply of ordered quality of material & on full & final adjustment of claims/dues of our units recoverable from them after deducting penalty if any, under these terms.

SECTION II: CONDITIONS OF E-Tender/CONTRACT (CC)

नियम व शर्तें

मैं यह स्वीकार करता हूँ कि :-

- 1- आयुक्त, गन्ना एवं चीनी, उत्तर प्रदेश द्वारा किसी भी निविदा को बिना कारण बताये अस्वीकृत करने का पूर्ण अधिकार मुझे मान्य है।
- 2- निविदा में सफल होने की सूचना-पत्र प्राप्ति के तीन कार्यदिवस के भीतर मेरे द्वारा धरोहर राशि के रूप में कार्यादेश का 10 प्रतिशत या अंकन रु० 10,000-00 (दस हजार) जो भी अधिक हो का राष्ट्रीयकृत बैंक का एक वर्षीय एफ०डी०आर०/बैंक ड्राफ्ट/बैंकर्स चेक जो आयुक्त, गन्ना एवं चीनी, उत्तर प्रदेश, लखनऊ के पक्ष में देय होगा, अनिवार्य रूप से जमा किया जायेगा।
- 3- उल्लिखित सामग्रियों की आपूर्ति कार्य हेतु कार्यादेश प्राप्त करने के दो दिवस के भीतर निश्चित मानक पर आपूर्ति प्रारम्भ करूँगा।
- 4- उपर्युक्त उल्लिखित अनुरक्षण सेवाओं के अनुसार कार्यादेश प्राप्त करने के उपरान्त मैं अपरान्ह 3:00 बजे तक प्राप्त कम्प्लेन्ट को उसी दिन तथा उसके पश्चात प्राप्त कम्प्लेन्ट को अगली तिथि में निश्चित रूप में पूर्ण करूँगा। यदि अगले कार्यदिवस(24 घंटे) में उक्त कम्प्लेन्ट का समाधान नहीं होता है, तो प्रतिदिन रु. 200/- प्रतिदिन की दर से निर्धारित जुर्माना देय होगा, जो सम्बन्धित संस्था द्वारा प्रस्तुत बिल से उक्तानुसार कटौती सुनिश्चित की जायेगी, जिस पर फर्म को कोई आपत्ति नहीं होगी।
- 5- आपूर्ति की गयी सामग्री आपकी संस्था तक पहुँचाने का दायित्व एवं मार्ग व्यय दुलाई इत्यादि का व्यय, मार्ग में सामग्री की टूट-फूट एवं हानि की पूरी जिम्मेदारी मेरी फर्म की होगी। कार्यादेश में उल्लिखित सामग्री की स्वीकृत दर पर आपूर्ति/सेवा के लिए कोई पारिश्रमिक अथवा अन्य कोई शुल्क और टैक्स इत्यादि देय नहीं होगा।
- 6- सेवा/आपूर्ति समय पर न होने, सामग्री/सेवा की गुणवत्ता में कमी अथवा मानक स्तर से नीचे/निम्न स्तर की पाये जाने पर आयुक्त, गन्ना एवं चीनी, उत्तर प्रदेश को यह अधिकार होगा कि वह सम्बन्धित सामग्री/सेवा निविदा में सफल अन्य दूसरे निविदादाता से अथवा बाजार दर पर अन्य फर्म से ले लें, ऐसी दशा में निविदा की दर और वास्तविक क्रय मूल्य के अन्तर की धनराशि का व्यय मेरी फर्म को वहन करना होगा। आपूर्ति/सेवा संतोषजनक न होने पर आयुक्त, गन्ना एवं चीनी, उत्तर प्रदेश को फर्म के बिल में से विवेकानुसार कटौती करने का अधिकार होगा। असंतोषजनक आपूर्ति की पुनरावृत्ति पर मेरी धरोहर राशि भी जब्त की जा सकती है।
- 7- मैं/मेरी फर्म विधि द्वारा निर्धारित समस्त आवश्यक अर्हताएँ और वैध पंजीकरणों तथा लाइसेंसों के धारक हूँ। मुझे/मेरी फर्म को किसी भी सरकारी/अर्द्धसरकारी विभाग/संगठन द्वारा ब्लैक लिस्टेड नहीं किया गया है। फर्म और उसके कर्मिकों का आवश्यक बीमा किया जा चुका है और किसी को भी हुयी क्षति की पूर्ति का दायित्व मेरा ही होगा। साथ ही मेरे/फर्म के किसी कृत्य से, आपके विभाग को विधिक समस्या और/अथवा आर्थिकभार उत्पन्न होने पर उसकी क्षतिपूर्ति का पूर्ण उत्तरदायित्व मेरा होगा।
- 8- मैं स्वीकार करता हूँ कि अनुरक्षण सेवाओं का बिल मासिक रनिंग आधार पर दिया जायेगा। कार्य/सेवा असन्तोषजनक पाये जाने पर भुगतान वॉछित कटौती करते हुये मेरे बैंक खाते में क्रेडिट की जाएगी, किसी भी दशा में एडवान्स भुगतान की माँग नहीं की जायेगी। भुगतान की जाने वाली धनराशि पर नियमानुसार स्रोत पर आयकर इत्यादि की कटौती कर ली जाय।

9- रेट अंकित करने के पूर्व मेरे द्वारा स्थलीय निरीक्षण करके कार्यालय/अनुभागों में स्थापित सामग्रियों (कम्प्यूटर, प्रिन्टर, यू.पी.एस. एवं सहवर्ती उपकरण/ए.सी./वाटर कूलर उपकरण/आर.ओ./सी.सी.टी.वी. कैमरे/ई.पी.बी.एक्स. सिस्टम/लैन नेटवर्किंग एवं फोटोस्टेट मशीन आदि) के आवश्यक मॉडल नं0 और दशा इत्यादि की जानकारी प्राप्त कर ली गयी है।

अन्य शर्तें:-

1. निविदादाता के वाणिज्य अधिष्ठान होने की स्थिति में वह उत्तर प्रदेश दुकान और वाणिज्य अधिष्ठान अधिनियम-1962" तथा कम्पनी की स्थिति में कम्पनी अधिनियम 1964 (लागू होने की स्थिति में) के अन्तर्गत होनी चाहिए जिसका प्रमाण-पत्र टेक्निकल बिड के अनुसार प्रस्तुत किया जायेगा।
निविदादाता "ए" रजिस्टर्ड फर्म या कम्पनी होनी चाहिये जिसका प्रमाण टेक्निकल बिड के साथ प्रस्तुत किया जायेगा। उसे ठेका श्रम (विनियमन और उत्पादन) अधिनियम 1970 की धारा-12 के अधीन अनुज्ञप्ति धारी होना चाहिये।
2. निविदादाता द्वारा विगत तीन वर्षों (अर्थात् 2014-15, 2015-16 एवं 2016-17 तक) आयकर निस्तारण का प्रमाण-पत्र पैन नम्बर सहित टेक्निकल बिड के साथ संलग्न करना होगा।
3. निविदादाता को नोटरी द्वारा प्रमाणित इस आशय का प्रमाण-पत्र देना होगा कि उसकी कम्पनी/फर्म कभी ब्लैकलिस्ट नहीं की गयी है।
4. निविदादाता को नोटरी द्वारा प्रमाणित इस आशय का प्रमाण-पत्र देना होगा कि उसकी कम्पनी/फर्म अथवा उसके निदेशक/भागीदार के विरुद्ध कोई पुलिस केस/कोर्ट केस लम्बित नहीं है।
5. निविदादाता को श्रम विधियों का पूर्ण रूपेण पालन करने सम्बन्धी आश्वासन लिखित रूप में प्रस्तुत करना होगा, तथा निविदादाता को विभिन्न श्रम अधिनियमों यथा संविदा श्रम (विनियमन तथा उत्पादन) अधिनियम-1970 न्यूनतम मजदूरी अधिनियम-1948 कर्मचारी भविष्य निधि अधिनियम-1952 तथा कर्मचारी राज्य बीमा अधिनियम-1948 (लागू होने की स्थिति में) के समस्त प्राविधानों का पूर्ण रूपेण पालन करने सम्बन्धी लिखित रूप से अंडर टेकिंग प्रस्तुत करना होगा।
6. भवन की किसी सम्पत्ति को यदि निविदादाता के किसी कर्मचारी/स्टाफ के द्वारा कोई क्षति पहुँचाई जाती है, तो उस क्षति की प्रतिपूर्ति सफल निविदादाता के बिल से की जायेगी।
7. सफल निविदादाता संविदा श्रम (विनियमन तथा उत्पादन) अधिनियम-1970 की धारा-12 के प्राविधानानुसार प्राप्त अनुज्ञप्ति पत्र (लाइसेन्स) में उल्लिखित शर्तों के पूर्ण पालन हेतु उत्तरदायी होगा।
- 20ए. सफल निविदादाता संविदा द्वारा जोखिम पूर्ण कार्य उन्हीं दक्ष कर्मियों से कराया जायेगा, जो जीवन बीमा धारक हों। इन कर्मियों का जीवन बीमा सफल निविदादाता द्वारा अपने व्यय पर कराया जायेगा, जिसका अभिलेखीय साक्ष्य विभाग द्वारा माँगने पर प्रस्तुत करना अनिवार्य होगा।
8. सफल निविदादाता अपने कर्मियों के कृत्यों के प्रति व्यक्तिगत रूप से उत्तरदायी होंगे।
9. सफल निविदादाता द्वारा उच्च गुणवत्ता की सामग्री का प्रयोग किया जायेगा।
- 23ए. सफल निविदादाता के मासिक देयक का भुगतान व्यवस्थाधिकारी, कार्यालय, आयुक्त, गन्ना विकास एवं चीनी उद्योग, उ0प्र0 की संस्तुति एवं प्रत्येक खण्ड के अनुभाग अधिकारी की लिखित संस्तुति पर किया जायेगा।
10. अनुबन्ध आलेख के निष्पादन पर देय स्टाम्प शुल्क का वहन सफल निविदादाता द्वारा किया जायेगा।
11. विभाग की सफल निविदादाता की किसी सामग्री की क्षति, चोरी व तोड़फोड़ की जिम्मेदार नहीं होगी।
12. विभाग की सफल निविदादाता के किसी कर्मचारी के कार्य के दौरान दुर्घटना होने के दौरान उत्तरदायी नहीं होगा, और न ही किसी प्रकार की क्षति पूर्ति किया जायेगा। ऐसी किसी दुर्घटना के लिए सफल निविदादाता पूर्णरूप से उत्तरदायी होगा।

13. सफल निविदादाता को अर्नेस्ट मनी के रूप में ₹0-10,000.00 (रूपये दस हजार) मात्र अथवा कुल निविदा में स्वीकृत धनराशि का 10 प्रतिशत की धनराशि, जो भी अधिक हो का बैंक ड्रफ्ट के रूप में **आयुक्त, गन्ना विकास एवं चीनी उद्योग, उ0प्र0** के नाम तथा जनपद लखनऊ में देय होगा और जिसे निविदा पत्र के आवेदन पत्र के साथ संलग्न कराना होगा। जिस निविदादाता की निविदा स्वीकार की जायेगी उसे विभाग के साथ लिखित अनुबन्ध पत्र निष्पादित करना होगा जिन निविदादाताओं की निविदा स्वीकार नहीं की जायेगी, उन्हें अर्नेस्ट मनी के रूप में जमा धनराशि उनके आवेदन पर निविदा के आधार पर सफल निविदादाता के चयन होने के एक माह के पश्चात वापस कर दी जायेगी।
14. सफल निविदादाता द्वारा मासिक भुगतान हेतु बीजक व्यवस्था अधिकारी को प्रति माह 01 तारीख तक उपलब्ध कराया जायेगा उसे यह भी सुनिश्चित करना होगा कि कार्य पर लगाये गये कर्मियों को पारिश्रमिक का भुगतान एक पूर्ण निर्धारित तिथि पर कर दिया जाय।
15. सफल निविदादाता ऐसे किसी सर्विस टैक्स या अन्य कोई टैक्स जो प्रभावी हो का भुगतान करने हेतु स्वयं उत्तरदायी होगा। सर्विस टैक्स का पिछले 01 वर्ष के रिटर्न का प्रमाण पत्र प्रस्तुत करना होगा।
16. विभाग द्वारा सफल निविदादाता की जिस दर को स्वीकार किया जायेगा वह "दर" 01 वर्ष के लिए लागू होगी। संविदा अवधि के दौरान उस "दर" में कोई वृद्धि (एस्कलेशन) नहीं की जाएगी।
17. टेक्निकल बिड तथा फाइनेशियल बिड को संलग्नक सहित अलग-अलग लिफाफे में सीलबन्द किया जायेगा तथा सम्बन्धित लिफाफे पर **टेक्निकल बिड व फाइनेसियल बिड** अंकित करना होगा तथा टेक्निकल बिड एवं फाइनेशियल बिड के लिफाफा को एक बड़े लिफाफे में सीलबन्द किया जायेगा तथा बड़े लिफाफे के ऊपर **"कार्यालय आयुक्त, गन्ना विकास एवं चीनी उद्योग, उ0प्र0 के जिस कार्य के लिए निविदा की जा रही है"** अंकित करना होगा। टेक्निकल बिड के साथ अर्नेस्ट मनी के रूप में बैंक ड्राफ्ट संलग्न किया जायेगा।
18. निविदादाता द्वारा फाइनेशियल बिड प्रारूप -2 पर दिया जायेगा। यह दर समस्त प्रकार के सम्मिलित "कर" एवं शुल्क सहित होगा।
19. निविदादाता द्वारा तकनीकी बिड प्रारूप-1 में दिया जायेगा।
20. निविदा स्वच्छ प्रकार से टाइप की हुई तथा हस्ताक्षरित होनी चाहिए लिफाफे पर भी निविदाकर्ता का नाम पता तथा फोन नम्बर अंकित किया जाय।
21. निविदा धनराशि का उल्लेख अंको के साथ-साथ शब्दों भी किया जाय।
22. यदि निविदा की शर्तें पूर्ण नहीं होंगी तो निविदा अस्वीकृत कर दी जायेगी।
23. किसी भी विवाद निस्तारण के सम्बन्ध में लखनऊ स्थित न्यायालय का क्षेत्राधिकार होगा।
24. निविदा के किसी या सभी शर्तों में विभाग के द्वारा निविदा जमा होने की अन्तिम तिथि के पूर्व किसी समय संशोधन किया जा सकता है। उक्त प्रकार के संशोधन के पश्चात सभी निविदादाताओं को निविदा जमा करने हेतु समान अवसर प्रदान करने के लिए सूचना दी जायेगी। यदि आवश्यक हुआ तो निविदा जमा करने की अन्तिम तिथि को बढ़ाया जा सकता है।
25. विभाग के किसी या सभी निविदाओं को बिना कारण बताये, निरस्त करने का अधिकार होगा।

हस्ताक्षर निविदादाता.....
दिनांक.....
स्थान.....
फर्म की मुहर.....

SECTION III: TECHNICAL E-BID

- III(A) e Bid FORM**
- III(B) SCHEDULE OF REQUIREMENTS**
- III(C) TECHNICAL SPECIFICATIONS**
- III(D) Agreement**
- III(E) PERFORMANCE STATEMENT**
- III(F) CAPABILITY STATEMENT**

SECTION III(A): e- bid FORM

Date:19/02/2018

IFB No 244/प्रशा/2017-18

To,

The Cane Commissioner,
Uttar Pradesh, Lucknow.
17, NEW BERI ROAD, DALIBAGH, LUCKNOW.

Subject :- CANE COMMISSIONER OFFICE, LUCKNOW UTTAR PRADESH FOR YEAR 2018-2019

Sir,

Having examined the e-Bid Documents, we, the undersigned, offer to

.....
(ANNUAL MAINTENANCE CONTRACT OF VARIOUS KINDS OF WORK in CANE COMMISSIONER OFFICE, LUCKNOW UTTAR PRADESH FOR YEAR 2018-2019 as per technical specification) in conformity with the said e-Bid (Section II) of the e-Bid Document as per specifications (Section III(c)) to your office in addition to this, the particulars of our organization such as legal status, details of experience and past performance, capability statement and the required e-Bid EMD for Rs. **10000- (Ten Thousand Only)** in the form of Demand Draft in favour of "गन्ना एवं चीनी आयुक्त, उ.प्र., लखनऊ", is furnished with this e-Bid form.

We further undertake, if our e-Bid is accepted, to provide ANNUAL MAINTENANCE CONTRACT OF VARIOUS KINDS OF WORK in CANE COMMISSIONER OFFICE, LUCKNOW UTTAR PRADESH FOR YEAR 2018-2019 as per technical specification) in accordance with the delivery schedule specified in the Schedule of Requirements (Section III (B)).

We agree to abide by this e-Bid for the e-Bid validity period specified in Clause 13.1 of the ITB and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed, this e-Bid, together with your written acceptance thereof and your notification of award shall constitute a binding contract between us. All the terms and conditions of the e-tender Document are acceptable to us.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1998".

We understand that you are not bound to accept the lowest or any e-Bid you may receive.

Dated this.....day of20.....

Signature

(in the capacity of)

Duly authorized to sign e-Bid for and on behalf of

SECTION III(B): SCHEDULE OF REQUIREMENTS

Item Code	Brief Description	Destination	Delivery Schedule	e-Bid E.M.D
	As per the details given in the SECTION III (C) TECHNICAL SPECIFICATIONS	CANE COMMISSIONER OFFICE, LUCKNOW UTTAR PRADESH.	Immediate from the date of issuing the order by the cane commissioner office	Rs 10000/- (Ten Thousand Only)

SECTION III(D) AGREEMENT

AGREEMENT WILL BE EXECUTED AFTER ACCEPTANCE OF L1 BIDDER

SECTION III(E) : PERFORMANCE STATEMENT

Work Experience

Name of Company/Firm

Order placed by (Full address of Purchaser)	Order No. & Date	Description & Quantity	Value of order	Date of completion of delivery		Remarks indicating reasons for late delivery, if any
				As per contract	Actual	
1	2	3	4	5	6	7

Signature and seal of the E-Bidder
With name of the authorized person

III(F) CAPABILITY STATEMENT

TECHNICAL BID

Sl. No.	Particulars	Details to be given by the bidder	Page No. of the Document enclosed
1	Firm's name and full Postal Address		
2	EMD Details(Amount, Name of Blank, Branch, DD. No. & Date	Demand Draft No.----- Dated----- for Rs. Drawn in favour of ----- -----on (Name of Branch of the Bank)	
3	Registration No. of the Firm(upload scan copy)		
4	Registration No. of Service Tax Department(upload scan copy)		
5	PAN No.(proof to be attached)		
6	Annual Turn Over (Certificate from CA to be attached) (upload scan copy)	2014-15----- 2015-16----- 2016-17-----	
7	Income Tax Return (Certificate from CA to be attached)	2014-15----- 2015-16----- 2016-17-----	
8	3 years experience in providing satisfactory work in Govt./Autonomous bodies(upload scan copy)		
9	Authorization Letter to Participate in Tender		

Dated
Place

Signature of the authorized signatory of
the tendering firm with seal

IV (A) PRICESCHEDULE/BOQ

Validate Print Help

15

Tender Inviting Authority: < CANE COMMISSIONER OFFICE, LUCKNOW >

Name of Work: < COMPETITIVE e-bidding FOR ANNUAL MAINTENANCE CONTRACT OF VARIOUS KINDS OF WORK in CANE COMMISSIONER OFFICE, LUCKNOW UTTAR PRADESH FOR YEAR 2018-2019 >

Contract No: 244/पश.2017-18

Name of the Bidder/ Bidding Firm / Company :							
PRICE SCHEDULE (DOMESTIC TENDERS - RATES ARE TO GIVEN IN RUPEES (INR) ONLY)							
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)							
NUMBER #	TEXT #	TEXT #	NUMBER #	NUMBER	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Units	BASIC RATE In Figures To be entered by the Bidder in Rs. P	GST Amount in INR Rs. P	TOTAL AMOUNT Without Taxes col (13) = (4) x (7) in Rs. P	TOTAL AMOUNT With Taxes col (14) = sum (6) to (13) in Rs. P	TOTAL AMOUNT In Words
1	2	5	7	9	13	14	15
1	कंप्यूटर मय सहवर्ती उपकरण	Per Computer/year			0.00	0.00	INR Zero Only
2	घरूते से स्थापित एग्रीकल्टर संरक्षन की एग्रीकल्टर-उत्पन्न मन्ने मय स्ट्रेबलवाइजर एव रिमोट की "जहा है, जिस अंशमा में है, को सदैव कार्यशील अवस्था में बनाये रखने का बिना कर्त आल काम्प्रीहेन्सिव अनुस्क्षण हेतु 08 माह (मार्च से अक्टूबर) तक का कन्ट्रैक्ट, जिसमें पार्लस रिप्लेसमेन्ट/मरम्मत/सर्विसिंग/दुलाई, गैस चार्ज इत्यादि सभी कुछ सम्मिलित है। (स्थायित सरवाई को रिपटि आग किन्तो भी करि दिवस में स्थरीय निरीक्षण द्वारा जात कर सकते है।)	March to October			0.00	0.00	INR Zero Only
3	डिजिटिंग वाटर क्लर संरक्षन की एग्रीकल्टर- "जहा है, जिस अंशमा में है" को सदैव कार्यशील अवस्था में बनाये रखने का बिना कर्त आल काम्प्रीहेन्सिव अनुस्क्षण हेतु 08 माह (मार्च से अक्टूबर) तक का कन्ट्रैक्ट, जिसमें पार्लस रिप्लेसमेन्ट/मरम्मत/सर्विसिंग/दुलाई, गैस चार्ज इत्यादि सभी कुछ सम्मिलित है।	Per month			0.00	0.00	INR Zero Only
4	कार्यालय में स्थापित इग्रीकल्टर/विस्टम (एक्सेस) एव लइनों का अनुस्क्षण- जिसमें पार्लस रिप्लेसमेन्ट/ लइनों का विस्तर/ मरम्मत इत्यादि सभी कुछ सम्मिलित है।	Per month			0.00	0.00	INR Zero Only
5	कार्यालय में स्थापित सीओपी/सीपी केमरों का अनुस्क्षण- जिसमें सीओपी/सीपी केमरा/सीपी/आर/ हार्ड डिस्क/ वायर एव पावर सप्लाई की मरम्मत/बदलना/ साफ्टवेयर इत्यादि सभी कुछ सम्मिलित है	Per month			0.00	0.00	INR Zero Only
6	आर/सी/एव एक्सागाई को एग्रीकल्टर/आर/सी/एव एक्सागाई सदैव कार्यशील अवस्था में होने चाहिए। संरक्षन में लगने वाले समस्त फिल्टर/ पीक/एव अन्य पार्ट/एव मैकेनिक सम्बन्धित फर्ज द्वारा स्वयं खर्च करतें होंगे।	Per month			0.00	0.00	INR Zero Only
7	कार्यालय में स्थापित फोटो स्टेट मशीनों की एग्रीकल्टर/कार्यालय में स्थापित फोटो स्टेट मशीन एव उसके स्ट्रेबलवाइजर जिसमें तौसिवा/कार्प कम्पनी की फोटो स्टेट मशीन सम्मिलित है। को कार्यक्षेत्र की अवधि से एक वर्ष के अन्दर मशीनों की एग्रीकल्टर/दी जायेगी जिसमें एग्रीकल्टर/सी की अवधि में समस्त पाटन/साकार/मरम्मत को बिना धील रहना होगा। जिसका बिब मासिक आधार पर फर्ज को भुगतान किया जायेगा।	Per month			0.00	0.00	INR Zero Only
8	कार्यालय में रंगई/पुलाई का कार्य- कार्यालय के बहामजिला भवन/ न्यू स्कार्पर हाउस/ भवनों के कक्षा में आवष्यकानुसार रंगई/पुलाई का कार्य जिसमें लैबर चार्ज के साथ/साथ/सगरो वाली लैंगरी/पया/ बाल/पुटी/ पाइपर लगाकर बर्नर/लेवेलेक से पेंटिंग का कार्य प्रति स्वाखर/फिट की दर प्रस्तुत करे, जिसमें कार्यालय कक्षा अथवा पेंटिंग स्थल पर रखे सामान/कमीमेज एव अन्य रखे वस्तुओं को हटकर कम्प्यूटर एव अन्य उपकरणों को ट्रैकर रंगई/पुलाई का कार्य करना।	Per month			0.00	0.00	INR Zero Only
Total in Figures					0.00	0.00	INR Zero Only
Quoted Rate in Words					INR Zero Only		