

SUMMARY SHEET

Title of the Tender : Tender for
Laundry
Equipment (Imported or
Indian)

Ref. No. (No. Repetition) : IHM/B-HE/Capital/11-12

Product Category : Equipments

Sub Category :

Tender Type : Buy

Type of Biding : Two Bids

Tender Value : 3238300/-

E.M.D. Value : 190000/-

Cost of Tender document : 2000/-

Announcement Date : 16/09/2011

Document collection date&time
(Last date & time) : 14/10/2011 (up to
3.00 p.m.)

Last date & time of submission: 14/10/2011 (upto
3.00 p.m.)

Date & time of opening: 17/10/2011 (upto 3.30 p.m.)

Work description :

Prequalification :

Pre-Bid Meet-Date :

Contact Person with telephone &Address :

Name of the Softcopy file : IHM/B-HE/Capital/11-12

The tender document has been compared with the above mentioned softcopy and found to be same.

**INSTITUTE OF HOTEL MANAGEMENT, CATERING & NUTRITION
PUSA, NEW DELHI-110012**

Sealed tenders are invited for the supply of equipments for the following departments of the Institute of Hotel Management.

Department	Estimated Cost	EMD (Refundable)	Cost of Tender document (Non- refundable)
Housekeeping equipment	Rs. 1600000/-	Rs. 80000/-	Rs. 2000/-
Laundry Equipments	Rs. 3238300/-	Rs. 190000/-	Rs. 2000/-
Food & Beverage Equipment	Rs. 6928500/-	Rs. 350000/-	Rs. 2000/-

The tender documents containing detailed specifications, terms & conditions of supplies can be downloaded from website: www.ihmpusa.net. Also tender forms can be obtained from the Office of the Institute between 10.00 a.m. to 5 p.m. on all working days from 16th September 2011 on payment as mentioned above. The tender with particulars and enclosures must reach the Principal, IHMC&N, Pusa, New Delhi by 14/10/2011 at 3.00 p.m., submitted in the form of Technical Bid and Financial Bid in separately sealed envelopes. Technical bids will be opened on 17/10/2011 at 3.30 p.m. Only those Tenderers who are short listed shall be called for the opening of financial bids on 20/10/2011 at 11:00 a.m. Institute shall not be responsible for any postal delay. In case, the date of opening the tender is declared to be a holiday, the tender will be opened on the next working day at the same place and time. Tender received after the last date and time will be rejected. The Principal of IHM Pusa reserves the right to accept or reject any or all the offers without assigning any reason thereof.

Tenders not accompanied by documentary proof of adequate experience and EMD shall be summarily rejected.

PRINCIPAL

Sub. : Supply of Laundry Equipments

Dear Sir,

Sealed tenders are invited for the subject items of the specified make/brand only from the manufacturers or their authorized sales distributors. The details of item are indicated in the annexure 'A' enclosed herewith.

1. In the technical bid. The catalogue of the Laundry Equipments may also be enclosed with the technical bid. If required separate sheets can be used.
2. The Copy of the last three years audited Balance Sheets should also be enclosed with the Technical bid.
3. In the case of non acceptance of contract the earnest money will be forfeited.
4. In the event of dispute arising between the supplier and Institute during the currency of the contract or after the conclusion thereof, the same shall be referred to the sole arbitration of the Chairman, BOG & an Officer approved by the Chairman whose decision shall be final and legally binding on the tenderer.
5. Regarding quality of material, supplier will be responsible to maintain the same and we reserve the right to get the material analyzed from any reputed laboratory. We also reserve the right to split the contractual quantity with one or more suppliers or maintain a parallel contract or reject the bids without assigning any reason.

- 6.** Any dispute arising out of this contract will fall under jurisdiction of the Delhi Courts.
- 7.** Overwriting is not allowed and cuttings on the tenders should be avoided as far as possible and wherever corrections exist, the same should be attested by the signatory.
- 11.** An EMD (refundable) of Rs. 190000 has to be deposited by the tenderers failing which the tender is liable for rejection. The EMD of the unsuccessful tenderer shall be refunded after the finalization of the order. No interest shall be paid on EMD.
- 12.** The security deposit @ 2.5 % of the total value has to be deposited by the successful tenderer which will be refunded after one year from the date of the supply. The EMD deposited by the tenderer can be adjusted in the security money and the balance amount of 1 % has to be deposited within 10 days of issuing purchase order. No interest will be paid on security deposit.
- 13.** The Institute reserves the right to negotiate reduction in the rates with the lowest tenderer/tenderers.
- 14.** The supply shall be completed as per the delivery schedule given in the purchase order failing which a penalty of 1 % per week will be imposed for the undelivered supply for 1st four weeks and 2 % penalty per week for next four weeks and after that the order will be cancelled.
- 15.** In case the tenderer is an authorized sales distributor he has to submit a certificate from the manufacturer in this regard with the technical bid.
- 16.** Please submit your tender in two tier system (1) Technical Bid Annexure 'A' (2) Financial Bid Annexure 'B'. the technical bid in separate sealed envelope super scribing 'Technical Bid' and shall be consisting of Annexure 'A' in the given format along with the tender document fee of Rs. 2000/- (Laundry Equipments) in case of tender document shall be downloaded from the website. And EMD of Rs. 80000/- in the form of DD/Pay order favoring in Principal, Institute of Hotel Management, Pusa, New Delhi. The Financial Bid Annexure 'B' in separate sealed cover super scribing financial bid shall be consisting of Rates of items. Both the sealed envelopes (Technical and Financial) shall be placed in the 3rd larger sealed envelope super scribing 'tender for Laundry equipments' due date

14/10/2011 and addressed to Principal, Institute of Hotel Management, New Delhi. The third sealed envelope shall be dropped in the tender box lying in the security control room of the Institute, New Delhi on or before 14/10/2011 up to 3.00 p.m. The technical bids of the tenders shall be opened in the presence of tenderers who wish to be present themselves on 17/10/2011 at 3.30 p.m. Financial Bid shall be opened in respect of those tenderers who qualify the technical bid.

17. Conditional offers shall not be accepted. It must be clearly understood that the Institute of Hotel Management reserves the right to reject any tender without assigning any reason whatsoever.

18. System setup and staff training. The tenderer will undertake to training of the Institute staff on system operation for minimum five days from the date of commissioning.

19. Warranty: The Warranty period shall be counted from the date of installation at site.

20. Please do not write any financial rates/Terms & condition, discount if any in the Technical Bid. in case you write any Financial terms & conditions in the Technical Bid, the tender stands cancelled.

21. In case , it is found during the evaluation or at any time before signing of the contract or after its execution and during the period of subsistence thereof, that one or more of the eligibility conditions have not been met by the tenderer, or the Tenderer has made material misrepresentation or has given any materially incorrect or false information, the Applicant shall be disqualified forthwith, if not, yet appointed as the contractor/Supplier and if the tenderer has already been issued the LOA or has entered into the contract, as the case may be, the same shall, notwithstanding anything to the contrary contained therein be liable to be terminated along with forfeiture of Earnest Money Deposit (EMD) /Performance security by a communication in writing by the Institute to the tenderer, without the Institute being liable in any matter whatsoever to the tenderer and without prejudice to any other right or remedy which the Institute may have under the Bidding documents, the Contract or under applicable law.. Besides, the Institute reserves the right to blacklist the applicant for any future dealing along with initiation of any appropriate penal action as per the applicable law.

TECHNICAL BID

1. **Name of the firm** : Institute of Hotel Management
2. **Address** : Pusa, New Delhi-110012
3. **Name of the Bankers** :
4. **Status of the Firm** :
5. **Whether Manufacturer or
Authorized Sale distributor** :
6. **Permanent Account No.** :
(Please enclosed photocopy)
7. **Previous Experience in the
Same trade** :
8. **Tin No.** :
9. **Tender document fee of
Rs. 2000/- paid vide DD/Pay order** :
10. **EMD of Rs. 190000/- Paid
Vide DD No./Pay order** :
11. **Validity of Rates** :
12. **Copies of last three years Balance Sheet:**
13. **Company Profile** :

(Signature of the Tenderer with Seal)