



MORARJI DESAI NATIONAL INSTITUTE OF YOGA

Ministry of Ayush, Govt. of India

68, Ashok Road, , New Delhi – 110 001

Phone: 23730417-18, 23721472. 23351099, Telefax – 23711657

E-Mail: mdniy@yahoo.co.in Website: www.yogamdniy.nic.in

File No.MDNIY/S&P/2021-22/670

Dated: 05th May, 2022

Subject: Notice Inviting Tender (NIT) for Supply of Different Sizes of Printed T. Shirts in MDNIY

Morarji Desai National Institute of Yoga (Ministry of Ayush, Govt. of India, New Delhi) invites sealed Tenders in two bid system as per scope and technical requirements– **The Technical bids (Annexure- A-II) & EMD (Separate envelope) and, Financial bid Annexure B (Separate envelope) should be kept in the separate sealed envelopes clearly marked on the envelope. These two envelopes should be kept in single common sealed envelope stating Name of the firm & “Quotation for Supply of Different Sizes of Printed T. Shirts In MDNIY”,** from the interested firms of repute having long standing experience for printing/supply of T.shirts of different kinds in Govt. offices, corporate offices etc., as per details mentioned below.

Schedule of Invitation of bid:

Date of Issuance of NIT	05.05.2022
Last date and time of submission of bid document	18.05.2022 up to 11.00 AM
Bid document to be submitted to	Director, Morarji Desai National Institute of Yoga, 68, Ashok Road, New Delhi-110001
The EMD to be submitted	Rs. 50,000/- (Rupees fifty thousand only) in favour of “Morarji Desai National Institute of Yoga” through Bank Draft/ Pay Order only
Date and time of opening of Technical bid document	18.05.2022 at 11.30 PM
Date and time of Presentation	Bidders qualified based on technical proposal will be invited to make a Presentation. Date and time will be intimated to the short listed bidders.
Date and time of opening of Financial Bid	Based on evaluation of technical proposal & presentation, vendors will be shortlisted for financial bid opening. Date and time will be intimated to the short listed bidders for opening of Financial Bid
Cost of Tender	Rs 2,000/- in favour of “Morarji Desai National Institute of Yoga” through Bank Draft/ Pay Order only

Terms and Conditions are mentioned below:

1. The bids will be opened on 18.05.2022 at 11.30 AM in the presence of the bidder(s) or their nominated/authorized representative, if present.
2. Tender received after closing date and time will not be entertained.
3. The bidder shall submit the quotation with Financial Bid quoting rate, without which the quotation will not be entertained and considered.
4. The firms must be in existence for the last 05 (five) years with experience of supplying different sizes of printed T. shirts with average turnover of more than Rs. 25 Lakh (Rupees Twenty Five Lakhs Only) for the last three financial years i.e. 2018-19, 2019-20 & 2020-21.
5. The firms should have expertise in providing quality material and capable of delivering jobs in tight schedule and in exigencies over the night without any compromise with the quality.
6. The firm will enclose the copies of their past experience work of different kinds to Govt. offices, corporate offices etc. for supply of different sizes of printed T. shirts in MDNIY.
7. The evaluation and subsequent selection the firm shall be based on the evaluation criteria given at **Annexure-E**.
- 6(i) The rates once approved and accepted, in case of financial bid of the firms, will not be deviated from under any circumstances whatsoever.
- (ii) The work should be completed within the period as stipulated in the work award letter, failing which MDNIY reserves the right to cancel the work award. No representation in this regard shall be entertained.
8. If the work executed is found to be defective/not as per specifications/inferior quality, the same shall not be accepted and shall be replaced by the firm at no additional cost & payment. MDNIY will not be liable to make any payment (part/full) for such defective/inferior work carried out or a subsequent replacement thereof.
9. In case of award of work to the successful bidder, the bidder shall be required to furnish a Performance Security @ 3% of the awarded amount within 07 days of receipt of "Work award Letter" in the form of DD/FDR. The Performance Security shall remain valid for a period of sixty days beyond the date of satisfactory completion of all contractual obligations.
10. The payments shall be made as per Govt. Rules and Procedure on satisfactory completion of corresponding work.
11. No interest is payable on EMD/FDR etc.
12. As per Government Policy, MSME"s will be exempted from Bid Security and Tender fee. Bidders are required to submit relevant documentary proof in this regard
13. **Pagination and authentication of bid documents:** Each page of the document being submitted by the bidders should be sequentially numbered. Further, the declaration/ certificate etc. should be signed by the authorized signatory and rubber stamped in token of having been submitted as per the terms and conditions laid down in the tender document. The certificate mentioned in **Annexure-D** should be signed by the Chartered Accountant and rubber stamped by the company / firm of Chartered Accountant (if any).
14. **Withdrawal of bids:**
 - i. No bidder is allowed to withdraw after submission of bid.
 - ii. If a bidder withdraws bid, its EMD will be forfeited.

15. **Consortium / JV and sub-contracting:**

- i) Consortium / JV is not allowed.
- ii) Sub-contracting is not allowed.

16. **Evaluation of bids:**

- i) The bids will be opened as per the schedule given above.
 - ii) Subsequently, the bids will be scrutinized to determine eligibility as per criteria mentioned in **Annexure-E**.
 - iii) Those bidders who qualify will have to make a presentation of 5-7 minutes covering about the subject as mention above. The presentation may be followed by questions from the committee constituted by MDNIY for the purpose. 2-3 members will be allowed in each bidder's team attending presentation
 - iv) MDNIY shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to bid, the Bidding Documents or the Bidding Process, including any error or mistake therein or in any information or data given by MDNIY.
 - v) MDNIY reserves the right to accept or reject any Bid and to annul or modify the Bidding Process and reject all Bids, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof MDNIY reserves the right not to proceed with the Bidding Process at any time, without notice or liability, and to reject any Bid without assigning any reasons.
17. MDNIY reserves the right to amend / withdraw / relax / waive any of the terms and conditions contained in the document, without assigning any reason thereof.
18. The individual/firm and its partners/company including its directors applying should not have any type of criminal records. Persons/companies against whom any type of criminal proceedings are pending before any court in India or abroad should not apply.
19. If after award of the contract, the successful bidder (L-I) fails to provide required items in the stipulated time, the rate contract is liable to be cancelled alongwith forfeiture of Performance Security Deposit and other consequential actions such as Blacklisting of the firm etc.

20. **Others:**

- i) This participation in the NIT does not constitute an offer and is issued with no guarantee for any definite volume of work.
- ii) The Tender document completed in all respect must be submitted as per the instructions furnished herein and in the prescribed format along with copies of documents in support of information wherever applicable before the last date and time of submission of tender. Incomplete/conditional offer or Tender document as per the prescribed format shall be rejected summarily.
- iii) All tenderers are presumed to have examined all amendments/ corrigendum/ clarifications and have submitted their bid document accordingly. In case any queries remain un-replied, it shall be construed that in respect of those queries, the respective stipulations of the documents shall continue to apply and/or no new stipulations are made with respect to those queries.

- iv) The parties hereby irrevocably consent to the sole jurisdiction of the Courts of Delhi only, in connection with any actions or proceedings arising out of or in relation to this Tender document.
- v) The Institute reserves the right to accept/reject any or all the Tender documents in whole or in part without assigning any reason whatsoever and is not bound to accept the lowest bidder.

21. **Samples**

- i) The bidder may check the T. Shirt specification in MDNIY. The bidder shall submit the specimen/sample of T. Shirts duly stitched meeting with complete specifications, colour and design etc. and logo printed on it along with the technical bid with all necessary documents, without which the tender will not be entertained and considered.
- ii) The Sample T. Shirt will be kept with the Institute, which will not be returned at any stage without any cost.

22. **Instructions to Bidders**

List of documents to be submitted

- i) Covering letter tenderer's letter head (with seal & signature of authorized signatory)
- ii) Documents and other details for purpose of technical evaluation
- iii) Checklist in the format given at **Annexure A-I**
- iv) Any other supporting information that is relevant to proposal
- v) The qualified firm should be in a position to supply the T-shirts, on urgent basis.

22. **Confidentiality and Non-disclosure:**

The firm shall not, without prior written consent of MDNIY, at any time divulge or disclose to any person or use for any purpose unconnected with the implementation of the assignment, any information concerning the assignment, the services, Proprietary Material. In case of breach, MDNIY shall take such legal action as it may be advised. The Tenderer has to maintain confidentiality even after completion/termination of the Work Order.

23. **Obligations of MDNIY**

MDNIY shall provide the Tenderer such reasonable assistance as may be required in order to carry out the assignment.

24. **Payments to the Bidder**

The Tenderer will be paid at the rates and in accordance with the terms & conditions.

25. **Corrupt or Fraudulent Practices**

- a) MDNIY expect the highest standard of transparency, integrity and ethics during the selection and executions of duties.
- b) In pursuance of the above objective, the following defines, for the purposes of this provision, the terms set forth below as follows:
- c) "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the selection process;

- d) "Fraudulent practice" means misrepresentation or omission of facts in order to influence a selection process or the execution to the detriment of MDNIY. Submission of forged documents in connection with this Tender document.
- e) "Collusive practice" means a scheme or arrangement between two or more Agencies, with or without the knowledge of MDNIY (prior to or after proposal submission) designed to establish bid prices at artificial non-competitive levels.
- f) "Coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a process.
- g) It is further provided that MDNIY will reject the proposal, forfeit the EMD wherever applicable and blacklist the Tenderer if it is found that the Tenderer has engaged in any of practices mentioned above.

Any Addendum/Corrigendum shall be placed at MDNIY Official's Website.

Vishal Singh
Deputy Director (F&A)
MDNIY

Check list for submission of Technical Bid

Sl. No.	Particulars	Remarks/documents to be attached
1.	Name of the Tenderer	
2.	Address of Head Offices: Telephone: E-Mail Fax Number (if any): Name(s) of the contact person(s):	
3.	Self attested copy of PAN NUMBER	
4.	Self attested copy of GST NUMBER	
5.	Self attested copies of Audited Statement of Accounts/ITR for the 03 years 2018-19, 2019-20 and 2020-21.	
6.	Self attested copies of work experience in Govt. Offices.	
7.	Enclosed terms and conditions duly signed and stamped by the tenderer, if accepted.	

Signature with Seal

Technical Bid
Quotations for Supply of Different Sizes of Printed T. Shirts

A. Preliminary requirements

Sl. No.	Particulars	Details
1.	Number of such works executed	
2.	Whether firms at least 5 years standing in the field	
3.	Turnover (03 years 2018-19, 2019-20 and 2020-21.)	

(Signature of Authorized Signatory with company / firm seal)

Place:

Date:

Financial Bid

Sl. No.	Specification		
1.	i) 67% Cotton and 33% Polyester/Snow White Cloth ii) 200 GSM iii) Requirement: T. Shirt with Dark Blue Collar & Dark Blue Seam with design in Collar and the Sleeves. iv) Logo of MDNIY on the Pocket with four Colours and ‘MDNIY’ printed on back in single colour (Dark Blue). Quantity: 10000 Nos.		
T.shirts sizes:		QTY	Rate (Rs.) for each T.shirt
i) Small Size (S)		2000 Nos.	
ii) Medium Size (M)		3000 Nos.	
iii) Large Size (L)		2500 Nos.	
iv) Extra Large Size (XL)		1500 Nos.	
v) Double Extra Large Size (XXL)		1000 Nos.	
GST, If any			
Total amount			

Signature with Seal

DECLARATION

Declaration by the bidder on a non judicial stamp paper of Rs. 100/- stating the following:

I have carefully gone through the Terms & Conditions contained in the Tender Document No. dated regarding _____ in MDNIY. I declare that all the provisions of this Tender Document are acceptable to my Company.

I further certify that I am an authorized signatory of my Company, therefore, competent to make this declaration.

I/We hereby confirm that I/we am/are not under any 'liquidation', any 'court receivership' or similar proceedings and 'bankruptcy'. I/We further confirm that, I/we have not been blacklisted or kept under holiday by any Public Sector Undertaking/Government Organization/MDNIY/ any other organization. I/We am/are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this document.

I/We hereby undertake that M/s.....(name) and his Partner/Company including its Directors applying for the document does not have any type of criminal records nor any type of criminal proceedings are pending before any court of India or abroad.

If I/we become a successful bidder and pursuant to the provisions of the Tender Documents given to me/us for(name of the contract), the following Certificate shall be automatically enforceable.

"I/We agree and acknowledge that MDNIY is entering into such terms solely on its own behalf and not on behalf of any other person or entity. In particular, it is expressly understood and agreed that the Government of India is not a party to such contract and has no liabilities, obligations or rights there under.

I/We expressly agree, acknowledge and understand that MDNIY is not an agent, representative or delegate of the Government of India. It is further understood and agreed that the Government of India is not and shall not be liable for any acts, omissions, commissions, breaches or other wrongs arising out of such terms. Accordingly, I/we hereby expressly waive, release and forego any and all actions or claims, including cross claims, VIP claims or counter claims against the Government of India arising out of the Agreement and covenants not to sue to Government of India as to any manner, claim, cause of action or things whatsoever arising of or under terms of NIT."

I/We agree that if any discrepancy is noticed at any time, our tender may be rejected / terminated. I/We have read and agreed to the terms and conditions of MDNIY.

Date:

(Signature of the Authorized Person)

Name

Designation

Business Address:

Seal

**Average Annual Turnover Certificate to be issued by practicing
Chartered Accountant on letter head**

**Subject: Tender for Supply of Different Sizes of Printed T. Shirts
MDNIY**

Sl. No.	Financial Year	Annual turnover of _____ (company / firm name) (Amount in Rs)
1	2018-19	
2	2019-20	
3	2020-21	
Average annual turnover during the above 3 years		

Signature of the Chartered Accountant with seal of the company / firm
Membership Number:

Place:
Date:

Evaluation Criteria of Bids

1.	Evaluation of Proposal – General	<p>a. Bidders will be required to give a presentation of their approach and methodology for meeting the objectives and deliverables as per the T.R. This presentation will be a part of the overall evaluation of Technical Proposal.</p> <p>b. Bidders will be shortlisted based on the evaluation of technical proposal.</p> <p>c. Financial Proposals of only those bidders, who have qualified technically, would be opened.</p> <p>d. MDNIY reserves the right to accept or reject in part or full any or all of the offers without assigning any reason.</p>
2.	Evaluation of Technical Proposal	<p>a. MDNIY will first undertake a preliminary evaluation of the technical Proposals to check compliance with the eligibility criteria and with reference to completeness of the Proposals including if properly signed and whether the Proposals are generally in order.</p> <p>b. Proposals found to be non-responsive for any reason or not meeting the minimum eligibility criteria, as specified in this tender, will be rejected and not included for further detailed technical evaluation.</p> <p>c. MDNIY will thereafter undertake a detailed evaluation of the Technical Proposals on the basis of their responsiveness to the Terms of Reference, applying the evaluation criteria, sub criteria, and point system specified in this paragraph.</p> <p>d. Proposal shall be rejected at this stage if it does not respond to important aspects of the tender, particularly the technical requirements or if it fails to achieve the minimum technical score.</p> <p>e. Criteria, sub-criteria, and point system for the evaluation of Technical Proposals are:</p> <p>TECHNICAL BID STAGE (50 Marks)</p> <p># firms which has already conducted at least one such measurement : 10 marks</p> <p># Should have technical resources with appropriate expertise :25 marks</p> <p># Turnover :05 marks</p> <p># Firm should be at least 3 years old and in the related field :05 marks</p> <p># Firm should be providing latest technology oriented setup :05 marks</p>
3.	<p>a) Technical Presentation</p> <p>b) Short listing of the vendors for financial opening</p> <p>c) Weightages and qualifying percentage for financial opening</p> <p>d)Announcement of successful bidder</p>	<p>Technical Presentation Stage (50 Marks)</p> <p>a. Bidders shortlisted based on technical proposal will be invited to make a Presentation.</p> <p>b. The key personnel proposed in the technical proposal should be present for the technical presentation.</p> <p>Based on evaluation of technical proposal & presentation, vendors will be shortlisted for financial bid opening.</p> <p>The weightages for the above are as follows:</p> <ul style="list-style-type: none"> • Technical bid (50) : 50 marks • Presentation : 50 marks <p>All the financial bids of ONLY short listed vendors will be opened and the lowest bidder will be treated as L1 for deciding the successful bidder as per the formula below:</p> <p>Winning Score = [Score as per 3 (c) x 0.60] + [(L1 price/quoted price) x 0.40x 100]</p> <p>Whoever scores highest Winning Score is the Successful Bidder. (max score possible 100)</p>