



IS/ISO 9001:2015 Certified
ISO/IEC 27001:2013 Certified

भारतीय अक्षय ऊर्जा विकास संस्था सीमित
(भारत सरकार का प्रतिष्ठान)
INDIAN RENEWABLE ENERGY DEVELOPMENT AGENCY LTD
(A Government of India Enterprise)

**Tendering for Purchase of
LG Make 2ton Split ACs & 4.0 Ton Cassette AC**

INVITATION TO BIDS
ALL AUTHORISED VENDORS OF
M/S. LG ELECTRONICS INDIA PVT. LTD.

[Bidders registered with MSME [women and SC/ST] entrepreneurs with valid MSME Certificates can also participate in the bidding process. The startup agency / firms also invited to participate in bidding process if meeting Govt. startup norms / eligibility criteria].

REF NO: 01/LG AC /2020-21 DATED 19.06.2020

Corporate Office: 3rd Floor, August Kranti Bhawan, Bhikaiji Cama Place, New Delhi – 110066.
Registered Office: Core-4A, 1st Floor, India Habitat Centre, Lodhi Road, New Delhi – 110003.

SECTION – 1 (NOTICE INVITING TENDER)

- 1) Indian Renewable Energy Development Agency Limited (IREDA), a Mini Ratna (Category – I) Government of India Enterprise under the administrative control of Ministry of New and Renewable Energy Sources (MNRE), invite online bids on single stage two bid system from interested bidders for purchase, installation & commissioning of LG Make New Generation Inverter Cassette (R410A, Cooling Only) Single Phase 4Tr Cassette AC and 02 nos. of 2ton each High Wall Split ACs [Inverter Technology] for IREDA Corporate Office at Bhikaiji Cama Place, New Delhi. The estimated cost of the tender is approximately Rs.3.75 lakhs.
- 2) Interested bidders may download the tender documents from IREDA website, www.ireda.in (for reference only) and CPPP site <https://eprocure.gov.in/eprocure/app> as per the schedule given below:

S. No.	Description	Detailed information
1	Tender for	Purchase, installation & commissioning of LG Make New Generation Inverter Cassette (R410A, Cooling Only) Single Phase 4Tr Cassette AC and 02 nos. of 2ton each High Wall Split ACs [Inverter Technology]
2	Tender Reference Number	01/LG AC /2020-21 DATED 19.06.2020
3	Date of release of bidding documents (document can be downloaded from IREDA website and CPPP)	19.06.2020
4	Last date and time of receiving vendor pre-bid clarifications in writing, if any	22.06.2020
5	Last date and time for bid submission	25.06.2020 (3.00 pm)
6	Bid opening date	26.06.2020 (3.00 pm)
7	Name and address for communication	The General Manager (HR) Indian Renewable Energy Development Agency Limited, 3 rd Floor, August Kranti Bhawan, Bhikaiji Cama Place, New Delhi – 110 066 Ph: 011-26717400-13 Fax: 011-26717416 Email: psreenivasan@ireda.in
8	Earnest Money Deposit [5% of estimated tender cost]	Rs.18750/- in the form of Demand Draft / Banker's Cheque in favour of Indian Renewable Energy Development Agency Limited

- 3) Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app> Tenderer / Bidder are advised to follow the instructions provided in the "Instruction to the Bidders" for the e-submission of the bids online through the Central Public Procurement Portal for e-procurement at <https://eprocure.gov.in/eprocure/app>.
- 4) Not more than one tender shall be submitted by one tenderer / bidder having business relationship.
- 5) Tenderer who has downloaded the tender from the IREDA website and Central Public Procurement Portal (CPPP) website shall not temper / modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tempered / modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing any business with IREDA.

- 6) Intending tenderers are advised to visit again IREDA website and CPPP website on daily basis prior to closing date of submission of tender, for any corrigendum / addendum / amendment.
- 7) In case of Non-MSME vendors, the original of Demand Draft / Banker's Cheque of earnest money deposit (EMD of Rs.18750/-) in support of bid must be delivered in a sealed envelope addressing as "EMD for Air Conditioner" and be delivered in tender box kept at Reception, Indian Renewable Energy Development Agency Limited, Corporate Office, 3rd Floor, August Kranti Bhawan, Bhikaiji Cama Place, New Delhi – 110 066 on or before bid opening date / time as mentioned in the schedule above.
- 8) No other documents will be accepted manually or in the form of hard copies.
- 9) Bids will be opened as per date/time as mentioned in the schedule above. After online opening of technical bid, the results of their qualification as well as price bid opening will be intimated through online.

Section-2 (Location & Area)

The product to be delivered at IREDA Corporate Office, August Kranti Bhawan, Bhikaiji Cama Place.

Section-3 (Scope of Work)

Supply, installation & commission Procurement of LG Make New Generation Inverter Cassette (R410A, Cooling Only) Single Phase 4Tr Cassette AC and 02 nos. of 2ton each High Wall Split ACs [Inverter Technology]. Delivery is to be ensured in a safe / proper packaging within 7 days of the work order along with successful installation and make it operational.

SECTION – 4 (ELIGIBILITY CRITERIA)

The Bidder should possess the requisite experience, resources and capabilities in providing the services necessary to meet the requirements, as described in the tender document. The Bid must be completed in all respects and bidder not meeting the eligibility criteria will not be considered for further evaluation.

Eligibility Criteria

The invitation to bid is open to all Bidders who qualify the eligibility criteria as given below:

- a) The firm / Agency should be Delhi based and the authorized dealer for AC by M/s. LG Electronics India Pvt. Ltd. **(signed and scanned copy of documentary proof to be furnished).**
- b) The Bidder should be having minimum three years' experience in the business of LG Products and should be an authorized dealer of LG **[signed & scanned copy of the supporting documents to be submitted].**
- c) The tenderers should have satisfactorily carried out delivery of LG Products in Government / Public Sector Undertakings or reputed Private Sector Companies during last 3 (three) financial years (i.e. 2016-17, 2017-18 & 2018-19) **(Signed and scanned copies of work order indicating the details such as date & year of work awarded, value of the contract etc. may be furnished).**
- d) The Average Financial Turnover during the last three years (i.e. 2016-17, 2017-18 and 2018-19) should be Rs.5.00 lakh each year **(Signed and scanned copy of documentary proof to be furnished).**
- e) The Agency should have valid Registration No. of TIN / PAN, GST **(signed and scanned copy of documentary proof to be furnished).**

- f) The original Demand Draft / Banker's Cheque of Earnest Money Deposit (EMD) of Rs.18750/- (Rupees Eighteen Thousand seven hundred and fifty only) in support of bid alongwith duly signed & stamped Annexure-III should be kept in a closed envelop and addressed to General Manager (HR) and drop in the tender box kept at IREDA Reception area at its Corporate Office at 3rd Floor, August Kranti Bhawan, Bhikaiji Cama Place, New Delhi – 110 066. **The EMD is to be deposited well in advance before the tender closing date & time. The EMD received after tender closing date & time will not be accepted on account of any reason.**
- g) The bidders who are MSE registered with DICs/KVIC/KVIB/NSIC/Directorate of Handicrafts and Handloom/UAM or any other specified by Ministry of Micro, small & Medium Enterprises (registered for supply of drinking water services) are exempted from submission of EMD/bid security Deposit on production of requisite proof in the form of valid certificate for the said service with due validity period till tender last notified closing date & time. No request of the participator bidders for exemption under this clause will be accepted, if the validity period of MSME Certificate is expired or they have just applied for MSME registration or not having MSME Certificate for supply of products.
- h) The MSME [Women and SC & ST Entrepreneur] and startup agency / firms will be given preference / relaxations, as per Govt. norms.
- i) The bidder has to provide an undertaking indicating that their firm / agency have not been banned / blacklisted by any Central Govt. / Ministries & Departments and CPSEs during the last 5 years' period **(signed and scanned copy of undertaking may be furnished).**

Failure to provide the desired information and documents may lead to disqualification of the bidder.

SECTION – 5 (INSTRUCTIONS TO BIDDERS)

- 1) **The Bid shall be submitted online.**
- 2) **All the supporting documents should be duly signed. Thereafter the scanned copy of all documents should be made in a single PDF format. Then this single PDF file to be attached /upload as a technical document.**
- 3) The **Annexure-V** be submitted (duly signed & stamped by an authorized person) in support of acceptance of all terms & conditions of bid.
- 4) The offers submitted by Fax / E-mail shall not be considered. No correspondence will be entertained in this matter.
- 5) The Earnest Money Deposit (EMD) of Rs.18750/- (Rupees Eighteen thousand seven hundred and fifty only) by way of Demand Draft / Pay Order / Banker's Cheque in favour of IREDA, payable at New Delhi in case of Non-MSME vendors **[Annexure-III]**.
- 6) All rates and amount shall be quoted [inclusive of supply, installation & commissioning of New AC by removing existing non-functional AC] strictly as per the online price bid format in Indian rupees only.
- 7) The rates quoted, should be all inclusive of supply, installation & commissioning of new AC and removal of old AC. Also clearly specify all the service charges and taxes applicable separately in the column meant for it. In case, this information is not indicated in the quotation, it would be presumed that the rates quoted are inclusive of service charges and all type of taxes/duties. The GST whichever applicable should be shown separately in the Price Schedule.
- 8) The quotation/tender without EMD or MSME valid Certificate will be considered as unresponsive and rejected. The bidder shall write the company/agency/shop/firm name on the back side of the EMD.

- 9) The agency should not have been blacklisted by any Central /State Government/Public Sector Undertaking in India.
- 10) Bids shall be kept valid for acceptance for a period of 06 (six) calendar months from the date of opening of Bids. A price bid valid for a shorter period less than 6 months from the date of opening may be rejected by IREDA as non-responsive.
- 11) Prior to detailed evaluation, IREDA will determine the substantial responsiveness of each Bid with reference to the Bidding documents. A substantial responsive bid is one which confirms to all the terms and conditions of the bidding documents without material deviation. The Owner's determination of bids responsiveness will be based on the contents of the bid itself. A bid determined as not substantially responsive will be rejected by IREDA and may not subsequently be made responsive by the bidder by correction of the non-conformity.
- 12) Bid evaluation shall be made on the basis of least evaluated cost and meeting requirements of IREDA.**
- 13) IREDA does not bind itself just to accept the lowest financial bid and reserves the right to accept or reject any or all bids without assigning any reason.
- 14) The bidder shall complete the proposal sheets and all the pages of the bid shall have initials of the person or persons signing the bid as a token acceptance of all the terms & conditions of this tender.
- 15) Sub-letting of contract is not allowed, after award of work order. If any such matter comes to IREDA notice, the contract will be cancelled. EMD / Bid Security will be forfeited and the Agency will be blacklisted.
- 16) IREDA does not entertain requests for escalation in cost/price on account of any reason.
- 17) Any breakage of items by willful negligence of the agency would be deducted from the agency's running bills.
- 18) The EMD / bid security is required to protect the Owner against the risk of bidder's conduct which would warrant the security forfeiture.
- 19) The EMD of the bidders except that of the successful bidder will be returned within sixty (60) days after the award of contract or 30 days after the expiration of the period of bid validity, whichever is earlier.
- 20) No bid may be withdrawn in the interval between the deadline for submission of Bids and expiration of the period of bid validity. Withdrawal of a bid during this interval shall result in the forfeiture of EMD of the Bidder.
- 21) IREDA will evaluate and compare the bids based on the information asked in the tender document vis-à-vis documents submitted by the bidder and as per clause no. 12 of Section 5.
- 22) Arithmetical errors will be corrected on the following basis:
If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected.
If there is a discrepancy between the amounts in Words and Figures, the amount in Words will prevail.
If the Bidder does not accept the correction of the errors as above, the Bid will be rejected and the amount of Bid Security will be forfeited.

- 23) IREDA reserves the right, to accept any bid (not necessarily the bid having lowest bid prices) or to reject any or all bids or to cancel / withdraw the invitation to bid or to annul the bidding process at any time prior to Award of Contract, without assigning any reason for such decision. Such decision by the Owner shall not be subject to question by any Bidder and the Owner shall bear no liability whatsoever consequent upon such a decision nor shall he have any obligation to inform the affected Bidder or Bidders of the grounds for the Owner's action.
- 24) The tender submitted by tenderers shall become the property of IREDA and participating agency/firm shall have no right /obligation to ask for return the same.
- 25) Canvassing in connection with the tenders in any shape/way/form is strictly prohibited and tenders submitted by such tenderers who resort to canvassing shall be liable for rejection by IREDA without prejudice.
- 26) If a tenderer deliberately/knowingly provides wrong /false information/credentials/ documents in support, IREDA reserves the right to terminate/rescind the contract at any stage, forfeit the EMD and other dues of the Agency / firm, if any, and to take any other action as may be deemed fit.
- 27) On receipt of letter of award of contract from IREDA by the successful firm/agency, the acceptance to the same have to be conveyed within 7 working days of receipt of letter. Failure to accept the work order/enter into the required contract shall entail cancellation of work order and forfeiture of the EMD/security deposit.
- 28) Any graft, commission, gift or advantage given, promised or offered by or on behalf of the Contractor or his partner, agent officers, director, employee or servant or any one on his or their behalf in relation to the obtaining or to the execution of this or any other Contract with the Owner, shall in addition to an criminal liability which it may incur, subject the Contractor to the cancellation of this and all other Contracts and also to payment of any loss or damage to the Owner resulting from any cancellation. The Owner shall then be entitled to deduct the amount so payable from any monies otherwise due to Agency under the Contract.
- 29) The submission of quotation will not place this office under any obligation to empanel the tenderer and no expenses incurred by you in this regard will be reimbursed by IREDA Ltd.
- 30) Any dispute(s) or difference(s) arising out of or in connection with the Contract shall, to the extent possible, be settled amicably between the parties.
- 31) Decision of Competent Authority, IREDA shall be final & binding on both the parties in respect of all matters of dispute arising out of this tender.
- 32) If any dispute or difference of any kind whatsoever shall arise between the Owner and the Agency/firm, arising out of the Contract for the performance of the Works whether during the progress of the Works or after its completion or whether before or after the termination, abandonment or breach of the Contract, it shall in the first place, be referred to and settled by the GM (HR), who within a period of thirty (30) days after being requested by either party to do so, shall give written notice of his decision to the owner and the Agency / firm.
- 33) Arbitration: In case of any dispute between the Agency and IREDA arising out of or in relation to the contract, the dispute shall, be referred to a sole Arbitrator to be appointed by Competent Authority and the decision of such Arbitrator shall be conclusive and binding on both the parties. The Arbitration shall be governed by the provisions of the Indian Arbitration Act 1940 and subsequent amendments therein.

- 34) Jurisdiction: The courts of Delhi will have jurisdiction over all legal disputes under this contract.
- 35) Notification of Award of Contract will be made in writing by registered post / speed post or by hand to the successful bidder by IREDA. The notification of award shall constitute the formation of contract.

Section 6 (Terms and Conditions of Payment)

- (a) IREDA would release the payment through RTGS after satisfactory delivery, installation and commissioning of AC operational satisfactorily and submission of pre-receipted tax invoice in duplicate of the items along with challan and complete requisite documents at IREDA office and after deduction of taxes and other deductions, if any.
- (b) No advance would be paid. The payments for the services rendered shall be released after submission of the following documents and submission of PAN (original Pan Card/Letter to be shown to IREDA for verification.
- (c) The payment shall be made based upon rates approved by IREDA and satisfactory receipt and installation & operational of ACs and submission of Tax Invoice in duplicate with PAN, GST and RTGS (HSN/SAC) details

Section 7 (Penalties)

IREDA expect satisfactory delivery of the product, however, in case of faulty / poor quality, deductions penalty will be imposed by IREDA, which will be final.

Section -8 (Other Terms & Conditions)

1. The rates quoted in the financial bid would be applicable for one year. IREDA shall not entertain any request for escalation in cost/price on account of any reason whatsoever during the period of empanelment. Any modification in offer/rates after the tender/bids opening date, will not be considered.
2. The contractor shall be solely responsible for quality services and if any complaint is found to be true, IREDA reserves the right to impose penalty as deemed fit by the competent authority or terminate the contract and forfeit the security. The EMD / security will also be forfeited in case of rejection to accept the work order by the selected agency.
3. The delivery challan will be enclosed along with the bill for checking and for release of payment.
4. The agency participating in tendering process will provide timely delivery failing which agency will be blacklisted for non-satisfactory services.

Section - 9 (Submission of Tender)

The tender shall be submitted online in two part, viz Technical Bid and Financial Bid.

- 1) All the pages of bid documents being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading.
- 2) The offers submitted by Fax / E-mail shall not be considered. No correspondence will be entertained in this matter.

Technical Bid [Annexure-I]

Bidders are advised to download the following documents as it is from <https://eprocure.gov.in/eprocure/app>

- 1) Bid format.docx
- 2) Bid Earnest Money.docx
- 3) Letter of undertaking.docx

Apart from above, bidders are requested to submit signed and scanned copy of all the documentary evidence online, as indicated in the technical bid.

Price Bid [Annexure-II]

In the Price Bid, **along with the name of bidder, brand for which rates are being quoted is to be specified compulsorily.** The price bid format is provided as **Price Bid_LGAC.xls** along with the tender documents at <https://eprocure.gov.in/eprocure/app>. Bidders are advised to download this **Price Bid_LGAC.xls** as it is and quote their offers / rates in the permitted column and upload the same in the commercial bid. Bidder shall not tamper / modify downloaded price bid template in any manner. In case if the same is found to be tampered / modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with IREDA.


We agree to all the general terms & conditions of this tender document.

Signature of the Bidder: _____

Seal & Stamp of the Agency/Bidder: _____

Place: _____

Date: _____

 इरेडा IREDA IS/ISO 9001:2015 Certified ISO/IEC 27001:2013	भारतीय अक्षय ऊर्जा विकास संस्था सीमित (भारत सरकार का प्रतिष्ठान) INDIAN RENEWABLE ENERGY DEVELOPMENT AGENCY LTD (A Government of India Enterprise)
---	--

Bid for LG Make AC

1. Name of the Agency: _____
2. Agency Status
[Proprietor / Partnership / Pvt. Ltd. / Public Ltd. etc.] - [scanned copy to attach] _____
3. Address of the Agency: _____

4. Agency owner Name and Telephone / Fax / Email: _____
5. LG Authorisation Letter for the particular tender [scanned copy to attach] _____
6. No. of years in Similar Business:
[supporting documents to be submitted for minimum last 03 years] _____

7. RTGS Details:

Sl. No.	Particulars	Details
a)	Party Name as appears in Bank Account	
b)	Account No.	
c)	Bank Name	
d)	11 digit IFSC Code (for remittance through RTGS)	
e)	Name of Branch	

(supported with legible documentary evidence i.e. Passbook or cheque copy)

8. Registration /Taxes Details:

a)	GST / Service Tax No. / VAT / TIN	
b)	PAN	
c)	Agency Registration no.	
d)	MSME Registration No. & Category	

(supported with legible documentary evidence)

9. Contracts executed / presently in hand where supplying the LG Products during last 3 years

S. No.	Name of the Organization	Approx. value of the Contract (in Rs.)	Officer concerned in the Organization with Tel. Nos.	Period	
				From	To

(Supporting legible documents may be attached)

10.	The minimum Average Turnover in past 3 years should be Rs.5.00 lakh each year	2016-17	2017-18	2018-19
11.	EMD Details for Rs.18750/-			

(Supporting with CA Certificate / ITR / Annual Report self-certified copy as 'True copy')

12. Whether your agency /firm/shop has been blacklisted by any Govt. / CPSEs during last 5 years (Yes / No) along with duly signed & stamped _____
Annexure-IV
 If yes, please provide details.

13. Whether the Director / Owner / Proprietor / Partner of the firm / agency has any relationship with any of the IREDA employees / any of the Directors of IREDA, if so, details to be provided: _____

I _____ hereby confirm that the above furnished information is correct. In case of any wrong information / submitted false / fake credentials / documents or canvassing against IREDA, IREDA reserves the right to terminate / rescind the contract immediately without any notice and to take any other action, as may be deemed fit.

In case of signing & submission of bid along with documents by an authorized person, a copy of authorization letter duly signed & stamped by the agency owner to be mandatorily submitted.

Signature of the Proprietor / Owner: _____

Seal & Stamp of the Agency/Proprietor: _____

Place: _____

Date: _____

**PROCUREMENT OF LG AC
AT IREDA CORPORATE OFFICE, AUGUST KRANTI BHAWAN, BHIKAIJI CAMA PLACE**

**PART-B: FINANCIAL BID SAMPLE FORMAT
[TO BE FURNISHED ONLINE ONLY]**

The rate should be quoted per item of work as indicated below:

S. No.	Description of Items	Quantity	Amount (in Rs.)	Taxes, if any (in Rs.)	Total Amount (in Rs.)
1.	LG Make New Generation Inverter Cassette (R410A, Cooling Only) Single Phase 4Tr Cassette AC with 03 years OEM on-site warranty including both Indoor & Outdoor Units with complete Installation & Commissioning of the Machine	01			
2.	LG Make 02ton High Wall Split AC [Latest model]	02			

Note:

- i) Evaluation shall be on total least price basis. In case, quoted price of two bidders are found same, first preference will be given to MSME vendor. In case, no MSME bidder then on fast delivery basis.
- ii) Every bidder / tenderer is expected, before quoting the rates, to go through the scope of work and to visit IREDA Corporate and Registered Office area for exact assessment.
- iii) Correction where unavoidable, shall be made by crossing out and rewriting duly authenticated with signature by the tenderer. Erasing or over-writing in the financial bid / quoted rates may disqualify the tenderer. In case of any discrepancy in the quoted rates, the rates quoted in words shall prevail and taken into account.
- iv) The financial bid which are conditional, incomplete & not submitted as per instructions will be rejected.

BIDDER'S LETTER FOR EMD

To

The General Manager (HR)
Indian Renewable Energy Development Agency Limited,
3rd Floor, August Kranti Bhawan, Bhikaji Cama Place,
New Delhi – 110066

**Sub.: Tender No. 01/LG AC /2020-21 DATED 19.05.2020 for delivery of LG make
4.0ton Cassette AC and 2ton High Wall Split AC at IREDA Corporate Office.**

Sir,

We have enclosed an EMD in the form of a Banker's Cheque / Demand Draft No.____issued by the
branch of the_____Bank, for the sum of
Rs.18750/- (Rupees Eighteen thousand seven hundred and fifty only). This EMD is as required as per the above
referred tender documents.

Thanking you,

Yours faithfully,

(Signature of the Bidder)

Printed Name: Designation:

Seal:

Date:

Business Address:

UNDERTAKING

(to be furnished on Tenderer's letterhead)

I/We _____ (name of the Agency with address) _____ giving an undertaking that our firm has never been banned / blacklisted by any Government Department / Ministries / CPSEs during last 5 years.

Signature of the Bidder: _____

Seal & Stamp of the Agency/Bidder: _____

Place: _____

Date: _____

UNDERTAKING

(to be furnished on Tenderer's letterhead)

I/We _____ (name of the Agency with address) _____ giving an undertaking for Acceptance of all Tender Terms & Conditions, mentioned in the tender document.

Signature of the Bidder: _____

Seal & Stamp of the Agency/Bidder: _____

Place: _____

Date: _____