

HIMACHAL PRADESH STATE HANDICRAFTS & HANDLOOM CORPORATION
SDA COMMERCIAL COMPLEX, KASUMPTI, SHIMLA-171009.


SHORT TENDER NOTICE

Sealed competitive bids of different specifications are hereby invited by H.P. State Handicrafts & Handloom Corporation Ltd., from manufacturers or their authorized dealers for empanelment as supplier for procurement of following items for further supply to various State and Central Government organizations.

1. Sanitizer Dispensing Machines.
2. Hand Held Digital Infrared Medical Thermometer for measuring body temperature.

The Technical Bid on the prescribed proforma alongwith, physical samples of machines/material, processing fee of Rs. 3,000/- (non refundable) and Financial Bids of rates offered for supply must reach at the Corporate Office i.e. D-2, Block No. 3, SDA Commercial Complex, Kasumpti, Shimla-171009 on or before 2.60 PM of 18-11-2020. The financial bids of technically qualified bidders shall only be opened. The detailed tender notice can be downloaded [www. himcrafts.com](http://www.himcrafts.com).

The Corporation reserve the right to accept, negotiate or reject any or all offers without giving any reason.


Managing Director

HIMACHAL PRADESH STATE HANDICRAFTS & HANDLOOM CORPORATION
SDA COMMERCIAL COMPLEX, KASUMPTI, SHIMLA-171009.

Detailed Tender Notice for procurement of Sanitizer Dispensing Machines.

The HP State Handicrafts and Handloom Corporation Ltd. (hereinafter referred as Corporation) hereby invites competitive bids from the manufactures or their authorized dealers which are located in State of HP, having valid GST for procurement of following items for empanelment as supplier for procurement further supply to State and Central Government organizations:

SN	Specifications	Storage capacity
1.	Automatic hand sanitizer dispensing machines, drop based with sensor and timer	3 Ltr
2.	Automatic hand sanitizer dispensing machines, mist based with sensor and timer	3 Ltr
3.	Automatic hand sanitizer dispensing machines, drop based with sensor and timer.	5 Ltr.
4.	Automatic hand sanitizer dispensing machines, mist based with sensor and timer	5 Ltr.
5.	Foot based adjustable hand sanitizer machines made of stainless steel. (upto 500 ml bottle handling capacity)	500 MI.
6.	Foot based adjustable hand sanitizer machines made of iron with powder coated. (upto 500 ml bottle handling capacity)	500 MI.
7.	Hand Held Digital Infrared Medical Thermometer for measuring body temperature.	-

Terms & Conditions:

1. The successful bidders' team will assist the Corporation in marketing of products.
2. The successful bidders will also be undertaken work of installation on behalf of the Corporation in intending departments/ organizations and emoluments/charges of such team would be borne by the successful bidder.
3. The products must have minimum warranty period of one year and replacement of defective components during warranty period would be done free of cost within the period of 10 days from the date of communication the same either in writing or verbally.
4. The price quoted by the bidder should not exceed the MRP. The bidder will give an undertaking to this effect in the Financial Bid
5. The processing fee of Rs. 3,000/- (Rs. three thousand only), (non refundable) should be deposited in the shape of DD in favour of H. P. State Handicrafts & Handloom Corporation Limited Shimla-171009.

18. In case of any complaint from the customer/s regarding the quality of the product, the party shall be held solely responsible and the replacement of goods, if ever, shall be at his cost. The Incharge of the emporia shall mediate in this issue. His decision shall be final.
19. In case of any complaint is received, the sale of products be stopped immediately and the party would be liable to bear all the cost of product and litigation cost incurred by the Corporation.
20. The successful bidders would be entrusted the work of supply of items after execution of MoU and deposition of EMD of Rs. 10,000/- (Rupees Ten thousand only) refundable without interest.
21. The successful bidders would be at the liberty to engage dealers/sub dealers for marketing or servicing of products by taking permission of Corporation in writing and margin/cost of such dealers would be borne by the successful bidder.
22. In case the successful bidders fails to fetch the business of Rs. 5.00 lakh within a period of three months of awarding the contract, then the Corporation would be at the liberty of terminating the contract by serving a notice of 15 days and can handover the business to some other supplier.
23. In case successful bidder fails to supply the machines within a period of 15 days of the demand, in that case the Corporation would be at the liberty of terminating the contract by serving a notice of 15 days and can handover the business to some other intending bidders.
24. Any compromise on quality of the products being sold through the Corporation would not be tolerated and any deficiency on quality will lead to termination of this contract and forfeit of EMD by serving a notice of 15 days.
25. Confidentiality of the terms, handling charges and the agreement between the parties and the Corporation should be maintained. Further the Corporation and the parties are expected to maintain confidentiality of business ethics.
26. Correct information of the products is to be conveyed to the customer. Misleading or exaggerated claims about the product need to be avoided. The parties shall in no way pressurize or implore the customers.
27. There should be complete harmony between personnel of the parties and the staff of the complexes. No personnel of the parties are expected to put forth his/her problem directly to the Corporate Office of the Corporation without bringing the matter to the notice of concerned field Incharges. In case the personnel of the parties is not satisfied with the action of the concerned field Incharges on the grievances, the parties should send a representation in writing to the Corporate Office with a copy to the concerned field Manager.
28. The Corporation reserve the right to accept, negotiate or reject any or all offers without giving any reason.

6. In case the GST paid by bidder is not shown in the GST portal for claiming the Input Tax Credit (ITC), the entire GST would be payable by the bidder/supplier of goods. Further discrepancy, if any, observed/pointed out and scrutiny of record or by audit, the same would be recovered from the concerned bidder/s.
7. The rate of installation and transportation from emporia of Corporation at different locations in HP would be determined by the Incharge of concerned emporia in consultation with empanelled suppliers, intending department/organization and in case the bill of this service is generated by the Corporation, the same would be reimbursed to such supplier after deducting the GST payable by the Corporation and 02% of such charges as documentation charges
8. The consigner/s must obtain a certificate / receipt from indenters that goods received in good condition and according to specifications and produce the same to the concerned emporia Incharges for release of payment.
9. The due sale proceeds shall be released through NEFT /RTGS/Cheque to the consignor/s only after the receipt of payment and desired **satisfactory report/certificate / receipt** from the purchasers/customers of Corporation.
10. The bidder will not sell the product directly to the State and Central Government departments etc. located within the State of Himachal Pradesh and if enquires come to it directly be forwarded the same to the Corporation.
11. The payment of goods sold in the previous month would be made to the party in the subsequent month after deducting the decided handling charges on the net sale of products.
12. The Corporation reserves the right to accept or reject the products of the party, if the prices/quality of the products supplied by the party are not found marketable/ qualitative.
13. The Corporation reserves the right to terminate the sale at any time without giving any reason/s.
14. All expenses (including GST etc) towards freights for transportation etc. of the goods to and fro from showroom(s) shall be borne by the party.
15. In case any disputes is arises, the matter would be referred to the Managing Director of the Corporation whose decision would be final and binding on suppliers.
16. The party have to ensure good conduct failing which the Corporation will be at a liberty to terminate the above arrangements by giving 15 days notice
17. The MRP (Maximum Retail/Selling Price) inclusive of taxes must be indicated on each and every machine.

Detail of the documents to be submitted by bidder:


1. Document/article to be submitted with Technical Bid:

- (a) The envelope containing **Technical Bid** must be properly sealed and superscribed as "**TECHNICAL BID**" alongwith following documents:
- (i) Technical Bid on **Annexure-A** duly signed and stamped
 - (ii) EMD of Rs. 10,000/- in the shape of DD in favour of HP State Handicrafts & Handloom Corporation Ltd.
 - (iii) Processing fee of Rs. 3,000/- in the shape of DD in favour of HP State Handicrafts & Handloom Corporation Ltd.
 - (iv) Brochure of the product indicating the specification and MRP of product. In case MRP is written by hand or not printed then each brochure should be duly certified and stamped by bidder.
 - (v) A copy of ISI certificate or ISO or any quality certification of the manufacturer or product, if any, need to be attached.
- (b) Physical sample of products duly tagged and stamped by the bidder should be handed over to store incharge of the Corporation at SDA Commercial Complex, Kasumpti, Shimla-171009 on or before date and time of submission technical bid.

Note: Document at Sl. No. 1(i) to (v) are mandatory.

2. Financial Bid:

- (a) The envelope containing 'Financial Bid' on **Annexure-B** must be properly sealed and superscribed as "**FINANCIAL BID**" on a separate envelop.


Managing Director

HIMACHAL PRADESH STATE HANDICRAFTS & HANDLOOM CORPORATION
SDA COMMERCIAL COMPLEX, KASUMPTI, SHIMLA-171009.

Proforma for submission of "TECHNICAL BID" for procurement of Sanitizer Dispensing Machines

1.	Name of the bidder firm/concern					
2.	Constitution of bidder concern:					
	(a) Proprietorship					
	(b) Partnership					
	(c) Co-op Society					
	(d) Pvt/Public Ltd Company					
	(e) Other (Please specify)					
3.	Whether original manufacture or authorized trader for trading of tendered product. Submit the document in support that the tenderer is manufactured or authorized dealer of manufacturers					
4.	Full postal address with PIN Code					
5.	Name of the proprietor/partner/ Cooperative Society/ major stakeholder of the Company with complete residential address					
	SN	Name	Aadhar Number of the owner of the firm/concern	Email	Residential address	Mob. No.
	1					
	2					
	3					
6.	Name & address, email & phone no. of the person who is authorized to make/ bid offer on behalf of bidder firm/concern.					
7.	GST No. and certificate of the concern/ firm(Copy to be attached)					
8.	PAN Number of the owner of the concern/firm only (Copy to be attached)					
9.	Detail of deposition of Earnest money (EMD) of Rs. 10,000/- and Processing fee of Rs. 3,000/- in favour of H.P. State Handicrafts & Handloom Corporation Limited, Kasumpti, Shimla-171009.					
	SN	Particulars	Amount	Name of Bank & Branch	Date of transfer /NEFT /DD	Ref. of transfer / NEFT /DD
	1.	EMD	10,000/-			
	2	Processing fee	3,000/-			
10	Name and Address of the principle manufacture/authorized dealer					
	SN	Brand Name	Authorization No./certificate (copy attached)			
11.	That I have read the terms and conditions Sr. No.1 to 28 of detailed tender notice which are acceptable to us.					

I certify that the above information given by me is true and nothing has been concealed.

Name of the Bidder & Address

Signature of the Bidder

HIMACHAL PRADESH STATE HANDICRAFTS & HANDLOOM CORPORATION
SDA COMMERCIAL COMPLEX, KASUMPTI, SHIMLA-171009.

FINANCIAL BID

S N	Specifications (Having product and parts guarantee of one year)	Storage capacity	Brand Name	MRP of item	Rate quoted for sale to HPSHHC including GST upto emporia of Corporation located at various places in the state of HP	
					Rs. in figure	Rs. in words
1.	Automatic hand sanitizer dispensing machines, drop based with sensor and timer	3 Ltr				
2.	Automatic hand sanitizer dispensing machines, mist based with sensor and timer	3 Ltr				
3.	Automatic hand sanitizer dispensing machines, drop based with sensor and timer.	5 Ltr.				
4.	Automatic hand sanitizer dispensing machines, mist based with sensor and timer	5 Ltr.				
5.	Foot based adjustable hand sanitizer machines made of stainless steel. (upto 500 ml bottle handling capacity)	500 MI.				
6.	Foot based adjustable hand sanitizer machines made of iron with powder coated. (upto 500 ml bottle handling capacity)	500 MI.				
7.	Hand Held Digital Infrared Medical Thermometer for measuring body temperature.					

It is certified that the rate quoted for sale to H.P. State Handicrafts & Handloom Corporation Ltd including GST are below/equal to MRP of the product.

I certify that the above information given by me is true. In case this information furnished by me is found false, then my earnest money may be forfeited and I will be liable to a legal action against in accordance with law.

Name of the Bidder
Address of the Bidder
Email ID
Telephone No.

Signature of the Bidder