

E – TENDER DOCUMENT
FOR
SELECTION OF BIDDERS FOR SUPPLY OF FILTER
PAPER FOR PM10 & PM2.5 IN CHHATTISGARH



Tender No. 06/HO/CECB/SCI/Filter Paper/E-Tender/2019-20

CHATTISHGARH ENVIRONMENT CONSERVATION BOARD
(CECB)

‘Paryavas Bhawan, North Block, Sector - 19, Nava Raipur,

Atal Nagar (C.G.) 492002

Web Site: <http://www.enviscecb.org>

E-mail: hocecb@gmail.com

Phone: 0771-2512220

IMPORTANT NOTE & TENDER NOTICE:

Chhattisgarh Environment Conservation Board Invites Bids for Selection of Bidders for Supply of Filter papers for PM10 & PM2.5 in Chhattisgarh. All bids should be addressed to:

Member Secretary
Chhattisgarh Environment Conservation Board
Paryavas Bhavan,
North Block Sector-19,
Nava Raipur, Atal Nagar (C.G.) 492002
Phone: 0771-2512220
E-mail: hocecb@gmail.com

Bids received after the due date will be rejected.

The document can be downloaded from the website <http://www.enviscecb.org> or <https://eproc.cgstate.gov.in> . The parties are advised to study the document carefully. Submission of response to this Request for Proposal shall be deemed to have been done after careful study and examination of this document with full understanding of its implications. Bidders must ensure that they submit all the required documents indicated in the tender document without fail. Bids received without supporting documents for the various requirements mentioned in the tender document are liable to be rejected at the initial stage itself. The data sheet/Catalogue/Specification for all the Filter paper should be submitted by the Bidder for the scrutiny.

Chhattisgarh Environment Conservation Board reserves the right to accept or reject in part or full any or all the offers without assigning any reasons.

DISCLAIMER

The information contained in this Tender Document provided to the Bidders, by the Chhattisgarh Environment Conservation Board, Nava Raipur, Atal Nagar Raipur, hereinafter referred to as CECB, or any of their employees or advisors, is provided to the Bidder(s) on the terms and conditions set out in this tender document and all other terms and conditions subject to which such information is provided.

The purpose of this tender document is to provide the Bidder(s) with information to assist in the formulation of Proposals. This tender document does not aim to hold all the information each Bidder may require. This tender document may not be appropriate for all persons, and it is not possible for the Chhattisgarh Environment Conservation Board, their employees or advisors to consider the business/investment objectives, financial situation and particular needs of each Bidder who reads or uses this tender document. Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this tender document and where necessary obtain independent advice from appropriate sources.

Chhattisgarh Environment Conservation Board, their employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the tender document. Chhattisgarh Environment Conservation Board may, in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this tender document.

FACT SHEET

Sl. No.	Titles	Descriptions
1	Tender No.	06/HO/CECB/SCI/Filter-Paper/E-Tender/2019-20 Chhattisgarh Environment Conservation Board, Nava Raipur, Atal Nagar (CECB)/2019
2	Scope of Work	Supply of Filter papers for PM10 & PM2.5 in Chhattisgarh
3	Name of the tender issuer	Chhattisgarh Environment Conservation Board (CECB)
4	Date of issue of tender document	04/01/2020
5	Last date for sending Pre Bid Query	14/01/2020
6	Pre Bid Meeting	A Pre-Bid meeting will be held on 14/01/2020 at 03:00 PM at Chhattisgarh Environment Conservation Board (CECB), Nava Raipur, Atal Nagar (CG)
7	Pre-bid query response would be published on	21/01/2020
8	Last Date for Submission of Bids	04/02/2020 Time: 03:00 PM
9	Physical submission of EMD (in the form of DD)	04/02/2020 by 03:00 P.M. along with Technical Bid as per instructions of the RFP.
10	Date of Opening of Technical Bids	04/02/2020 at 04:00 P.M.
11	Date of Presentation	To be informed later through e-mail, if any
12	Date of Commercial Bid opening	To be informed later through e-mail (Bidder should furnish the e-mail of one authorized representative)
13	Place of Physical Submission of EMD	Chhattisgarh Environment Conservation Board (CECB), North Block Sector-19, Nava Raipur, Atal Nagar (C.G.) 492002 Time: upto 03: 00 P.M.
14	Address for Communication	Member Secretary, CECB
15	Cost of Tender Document	Non-refundable Rs 5000/- (Rs. Five Thousand only) through Demand Draft (in Hard copy in Envelop A) payment in the name of Member Secretary, Chhattisgarh Environment Conservation Board.
16	Earnest Money Deposit (EMD)	Rs. 2, 00, 000/- (Rupees Two Lakh only). EMD should be submitted in Demand Draft only in the name of Member Secretary, Chhattisgarh Environment Conservation Board: <ul style="list-style-type: none"> • Original copy of the DD should be submitted in Envelop A to Chhattisgarh Environment Conservation Board on 04/02/2020 by 03:00 PM along with Technical Bid as per instructions in the RFP. • Scanned Copy of the Demand Draft should be uploaded in the e-procurement system through https://eproc.cgstate.gov.in
17	Validity of Proposal	Proposals must remain valid for 180 days after the submission date.
18	Bid Submission	The Bidding will be in three parts through E- Tender system, Two envelopes (Envelop A & B) in Hard Copy as well as scanned copy to be uploaded online mode. However, Envelop C (Financial Bid) should be submitted in Online mode only. Refer Section II, Point no. 5 "Procedure for Submission of Tenders"
19	Availability of Tender Document	Tender can be downloaded from https://eproc.cgstate.gov.in or http://www.enviscecb.org .

SECTION I : INTRODUCTION

Chhattisgarh Pollution Control Board (CECB) intended to procure filter paper for PM10 & PM2.5 under the Central Sector Scheme "Control of Pollution" funded by MoEF & CC/CPCB. Sealed tenders are invited from the reputed Firm/Company/Suppliers that are capable of supply of filter paper for PM10 & PM2.5.

This tender document is open to any bidder who meets the qualifying Requirements stipulated hereunder for participation in the tender. The bidder shall furnish satisfactory evidence to establish that bidder meets the qualifying requirements.

- 1) A complete set of bidding documents can be downloaded by any interested eligible bidder from the website of Chhattisgarh Environment Conservation Board (CECB), <http://www.enviscecb.org> or <https://eproc.cgstate.gov.in> from the date of advertisement to date of submission. The payment of Bid Document Fee should be made by a non-refundable Demand Draft in favour of Member Secretary, Chhattisgarh Environment Conservation Board (CECB), Payable at HO, CECB, Nava Raipur, Atal Nagar (CG). Please refer Fact Sheet (Sl. No. 15) for details about tender fee.
- 2) Bidders are requested to submit a non-refundable Bid Document fee (Tender fees) in the form of Demand Draft in favour of Member Secretary, Chhattisgarh Environment Conservation Board (CECB), Payable at HO, CECB, Nava Raipur, Atal Nagar (CG). And scanned copy of the bid document fee should be uploaded in the specific folder marked for 'Bid Document Fee' along with the bid. However, Bid Document Fee, Earnest Money in original, original copy of affidavits and credit facility certificate must be submitted physically within the due date & time and to be marked as 'Selection of Bidders for Supply of Filter papers for PM10 & PM2.5 in Chhattisgarh' before bid closing date. Tenderer shall likely to be liable for legal action for non-submission of original payment instrument like DD, etc., against the submitted bid. The Demand Draft attached/submitted for tender fee shall be non refundable.
- 3) Please refer Fact Sheet (Sl. No. 18) for details about bidding submission process. Only the bidders whose Techno-commercial bid is found substantially responsive will be notified by the Board of the date and place to participate in the public opening of the financial bid, in writing later.

- 4) Eligible Bidders must submit their bids for complete scope of work. Any bid submitted for incomplete scope shall be rejected out rightly.
- 5) All the bids must be accompanied by bid security (EMD) in accordance with the Instructions to Bidders in the bidding documents.
- 6) All bids must be submitted on or before 04/02/2020 up to 03:00 PM. Any offer received after expiry of the time and date prescribed for receiving complete bid will not be entertained. Only the technical Bid will be opened in public on the date 04/02/2020, 04:00 PM in the presence of the bidders or their representative, who choose to attend on the specified date and time at the office of Chhattisgarh Environment Conservation Board (CECB).
- 7) The scanned copy of the Bid Security (EMD) should be uploaded online in the specific file marked for 'Bid Security' along with technical offer. However, Bid Security (EMD) DD in favour of Member Secretary, Chhattisgarh Environment Conservation Board (CECB), Payable at HO, CECB, Nava Raipur, Atal Nagar (CG) should be submitted physically within the due date & time and to be marked for 'Selection of Bidders for Supply of Filter papers for PM10 & PM2.5 in Chhattisgarh'.
- 8) Issuance of Bidding Documents will not be construed to mean that such bidders are automatically considered qualified.
- 9) The bid must accompany Bid Document Fee (Tender fees of Rs.5,000/- (Rs. Five Thousand only) in the form of Demand Draft (non refundable) and Bid Security Money (EMD) as indicated above, failing which it will not be considered.
- 10) CECB will not be responsible for any cost(s) or expense(s) incurred by bidders in connection with the preparation or delivery of bids.
- 11) The CECB reserves the right to reject any or all the bids without assigning any reason whatsoever.
- 12) In the event of date being declared as a closed holiday the date for submissions of bids and opening of bids will be the following working day at the appointed time.
- 13) Interested eligible Bidders may obtain further information from Administrative Branch of CECB for the bidding documents.
- 14) The Techno Commercial Bid must be submitted only physical mode and Financial Bid to be submitted online only.

SECTION II: INSTRUCTIONS TO BIDDERS

1.0 DEFINITIONS

The terms used in this bidding document shall have the meaning defined hereunder:

- 1.1 "The Project" or "The Works" means supply of filter paper for PM10 & PM2.5
- 1.2 "The Board" means the Chhattisgarh Environment Conservation Board (CECB), having its office at Chhattisgarh Environment Conservation Board (CECB), Payable at HO, CECB, Nava Raipur, Atal Nagar (CG) and shall include any person or persons authorized by the Board. The Board is also executing agency of the Project. "The Owner" means the Board.
- 1.3 "The Bid" means the offer or proposal of the Bidder to be submitted for the works in accordance with the stipulations set forth in this Bidding Documents.
- 1.4 "The Techno-commercial Bid" means the Technical part of the Bid.
- 1.5 "The Financial Bid" means the financial part of the Bid.
- 1.6 "The Bidder" means either the Supplier or his authorized Representative, who submits the Bid for the Works.
- 1.7 "The Contractor" or "The Contractor" means the Bidder, whose Bid for the Works has been accepted by the Board and includes his personal representatives, successors and authorized assignees.
- 1.8 "The Supplier" mean the firms, which supply the filter paper.
- 1.9 "The Bidding Documents" mean all the documents in tender document.

2.0 ELIGIBILITY CRITERIA

Following documents are required to be submitted in **Envelop A** otherwise the officer shall be liable for rejection.

- 2.1 The bidder shall provide exclusive company profile including necessary certificates / license for manufacture the product from DGTD / SSI/SIA etc.
- 2.2 Enclose copy of PAN CARD of the firm.
- 2.3 Enclose copy of valid GST Registration certificate.
- 2.4 Enclose Bidder's Information as per Annexure A-1.
- 2.5 Enclose original copy of Demand Draft (DD) of Earnest Money Deposit (EMD).
- 2.6 The Bidder must not be blacklisted/ suspended or having service related dispute with any Govt. Organizations or Bank in India or outside India or any litigation pending as mentioned in Annexure A-2.

- 2.7 Enclose Power of Attorney as mentioned in Annexure A-3.
- 2.8 The bidder should also submit separately acceptance of Tender Terms & Conditions in company letter head as mentioned in Annexure A- 4.
- 2.9 The bidder's Annual Business Turnover for last three financial years ie. 2016-17, 2017-18 & 2018-19 should not be less than Rs. 2 crores PA. (Enclose copy of Audited Annual Accounts) – Declaration as per Annexure A-5.
- 2.10 The bidder should have submitted filed ITR for last three years i.e. A.Y. 2016-17, A.Y. 2017-18 & A.Y. 2018-19. (Enclose copy of Acknowledgments.) - **Annexure A-5**.

3.0 EARNEST MONEY DEPOSIT & SECURITY DEPOSIT:

While submitting bid, the BIDDER shall deposit an amount mentioned in tender document as Earnest Money, with the CECB through the following instruments:

- 3.1 Earnest Money Deposit (EMD) of Rs. 2,00,000/- (Rs. Two lakh Only) in the form of Demand Draft in the favour of Member Secretary, Chhattisgarh Environment Conservation Board (CECB), Payable at HO, CECB, Nava Raipur, Atal Nagar (CG) to be submitted in Technical Bid. Failing which, submitted bid will be rejected.
- 3.2 EMD of unsuccessful bidders will be returned within 30 days after the award of the contract.
- 3.3 EMD of a tenderer will be forfeited, if the tenderer withdraws or amends its tender or derogates from the tender in any respect within the period of validity of its tender.

4.0 Pre-Bid Meeting & Clarifications

- 4.1 Chhattisgarh Environment Conservation Board (CECB) shall hold a pre-bid meeting with the prospective bidders on Date, Time and Address mentioned in Fact Sheet of this document.
- 4.2 Authorized representative of interested organization may attend pre-bid meeting at their own cost.
- 4.3 Bidders are requested to submit the e-mail address and mobile no. of one authorized person for all communications along with the registration.
- 4.4 The Bidders will have to ensure that their queries for Pre-Bid meeting should reach to Chhattisgarh Environment Conservation Board (CECB) by email (Excel File only) on or before last date for sending pre-bid queries mentioned in Fact Sheet of this document through the e-mail of only authorized representative of the bidder.

4.5 The queries should necessarily be submitted in the following format:

Sr. No	TENDER Document Reference(s) (Section & Page Number(s))	Content of TENDER requiring Clarification(s)	Points of Clarification
1			
2			
3			
4			
5			

5.0 PROCEDURE FOR SUBMISSION OF BIDS/TENDERS:

Each tenderer shall submit his offer in three sealed Envelopes A, B and C. Envelope “A” shall contain Earnest Money Deposit (EMD) and tender fee, if the tender document is downloaded from the web site. The Envelope “B” should contain technical specification, terms & conditions, company profile, copy of sales tax registration number, PAN number and authorization certificate from supplier for submission of offer for this tender, if offer is submitted by authorized representative. Envelope “C” shall contain financial offer.

5.1 **Envelope – “A”** : Envelope “A” should contain demand draft for the requisite amount of Earnest Money Deposit (EMD) in favour of Member Secretary, Chhattisgarh Environment Conservation Board (CECB), North Block Sector-19, Nava Raipur, Atal Nagar Raipur (C.G.) 492002. If the tender document is downloaded from web site, then separate Demand Draft for tender fee shall be submitted with Envelope” A”. Envelop A should also contain the documents related to **eligibility criteria as mentioned in Point No. 2 of Section II**. The name of instrument and the amount of the demand draft should be inscribed on the top of Envelope. Envelope “A” & “B” shall be opened on 04/02/2020 at 4.00 pm in the presence of the tenderer or their authorized representatives. Insufficient amount furnished as earnest money and tender fee shall make the offer liable for rejection.

5.2 **Envelope – “B”**: The Envelope “B” should contain detailed technical specifications of the Filter paper and other literature relevant to the filter paper and company profile. If the offer is submitted by authorized representative, he should submit authorization letter in Envelope “B” from the supplier for submitting offer for this tender, otherwise tender offer of the firm shall not be considered and liable for rejection. The tenderer should furnish users’ list and details of supplies made by him to important institutions along with performance certificate. The tenderer shall have

to submit the copy of sales tax registration and income tax no. [PAN] along with the Envelope “B”, otherwise the offer shall be liable for rejection. An undertaking shall be submitted by the tenderer, regarding whether they are not black listed in any Govt. organization / institutions, along with Envelope “B”. Envelope “A” & “B” will be opened on dated 04/02/2020 at 4.00 pm.

- 5.3 **Envelope – “C”** : The Envelope “C” shall contain financial offer as per Section VIII “Format of Price Bid” of the tender document shall be submitted online only. Offers received in due time shall be evaluated technically by a committee constituted by the Member Secretary, Chhattisgarh Environment Conservation Board (CECB) and as per the recommendation of committee, the date of opening of financial offer will be informed to Technically selected bidder only and negotiation will be done thereafter. Notwithstanding anything stated above the competent authority of the Board reserves the right to assess the capability and capacity of the tenderer to perform the contract, should the circumstances warrant such an assessment in the overall interest of the Board.
- 5.4 The Quotation **MUST BE ENCLOSED IN A SEALED COVER** super scribing Tender number / due date & should reach the undersigned on or before due date mentioned in the tender notice. If the quotation cover is not sealed, it will be rejected.
- 5.5 Tender should be submitted online as well as in the tender box in hard copy kept in the office of mentioned Department. No tender is to be handed over to our staff personally unless otherwise specified. All communications are to be addressed to the undersigned only. In case due date happens to be holiday the tender will be accepted and opened on the next working day.
- 5.6 The bid can be submitted in person or through post/ courier (CECB shall not be responsible for any postal delays or any other reason for not submitting the bid in the specified time and resulting in disqualification / rejection of any bid) so as to reach on or before the due date and time.
- 5.7 The leaflets catalogue, etc. should be sent invariably so that a proper evaluation is possible.
- 5.8 After acknowledgement of the Lol by the selected bidder, a Performance Bank Guarantee of 10% of contract value has to be deposited within 15 days in the form of Bank Guarantee (BG) of any nationalized\Scheduled Bank in the name of The Member Secretary, Chhattisgarh Environment Conservation Board (CECB), North

Block Sector-19, Nava Raipur, Atal Nagar Raipur (C.G.) 492002, as per format given in Annexure A-6 till the completion of the project and shall sign the Agreement within 15 days from the issue of Lol.

NOTE: If the office happens to be closed on the last date of submission of the tender as specified in the tender, will be received and opened on the next working day at the same time and venue.

6.0 Price bid:

- 6.1 Price quoted should be in Indian Rupees, free pick up & delivery to CECB as per the list enclosed.
- 6.2 Prices should include all taxes like GST, sales tax, excise tax or any other taxes applicable.

7.0 Evaluation process

- 7.1 Chhattisgarh Environment Conservation Board (CECB) will constitute a Tender Evaluation Committee to evaluate the responses of the bidders.
- 7.2 The Proposal Evaluation Committee constituted by the Chhattisgarh Environment Conservation Board shall evaluate the responses to the TENDER and all supporting documents / documentary evidence. Inability to submit requisite supporting documents / documentary evidence, may lead to rejection.
- 7.3 The decision of the Tender Evaluation Committee in the evaluation of responses to the TENDER shall be final. No correspondence will be entertained outside the process of evaluation with the Committee.
- 7.4 The Tender Evaluation Committee may ask for meetings with the Bidders to seek clarifications on their proposals.
- 7.5 Financial bids of only those bidders, whose bids are found technically qualified, by the Technical Evaluation Committee, will be opened in the presence of the vendor's representatives subsequently at a later date for further evaluation.
- 7.6 The Tender Evaluation Committee reserves the right to reject any or all proposals on the basis of any deviations.
- 7.7 Each of the responses shall be evaluated as per the criteria and requirements specified in this TENDER.

8.0 TENDER OPENING

- 8.1 The Bidding will be in three parts through E- Tender system. The tender committee will open the **Envelope - A** containing Earnest Money Deposit (EMD), tender fee & qualifying document.
- 8.2 If found, that the bidder has furnished all the documents in the prescribed manner, then the second **Envelope - B** containing Technical Proposal will be opened by the tender committee.
- 8.3 The Financial/commercial proposal would be opened online; only of all the technically short-listed bidders. The Evaluation Committee or its authorized representative will open the Financial Bid online. Sequence of online Bid is as follows:
- [i] Envelop A – EMD, tender fee & qualifying Documents
 - [ii] Envelop B - Technical Documents
 - [iii] Envelop C - Financial/Commercial Bid

9.0 LATE BIDS:

CECB will not be responsible:

- [i] For delayed / late quotations submitted / sent by post / courier etc.
- [ii] For submission / delivery of quotations at wrong places other than the mentioned in the tender.
- [iii] Fax / E-mail / Telegraphic / Telex tenders will not be considered.
- [iv] Any bid inadvertently received by CECB after the deadline i.e. due date & time for submission of bids, will not be accepted and returned unopened to the BIDDER.

10.0 VALIDITY OF THE OFFER:

180 Days from the date of opening of the Technical bid.

11.0 TRANSFER AND SUBLETTING:

The seller shall not sublet, transfer, assign or otherwise part with the acceptance to the tender or any part thereof, either directly or indirectly, without the prior written permission of the Purchaser.

12.0 EVALUATION OF OFFER:

- 12.1 CECB evaluate technical and commercial acceptable offers on landed net Price basis.
- 12.2 Offer which deviates from the vital conditions (as illustrates below) of the tender shall be rejected:
- a) Non- submission of complete offers.
 - b) Receipt of offers after due date and time and or by email / fax (unless specified otherwise).
 - c) Receipt of offers in open conditions.
- 12.3 In case any BIDDER is silent on any clauses mentioned in this tender documents, CECB shall construe that the BIDDER had accepted the clauses as per the invitation to tender no further claim will be entertained.
- 12.4 No revision in the terms and conditions quoted in the offer will be entertained after the last date and time fixed for receipt of tenders.
- 12.5 In case of two bid system the date and time of Price Bid opening shall be intimated to technically qualifying bidders only.

13.0 DEADLINE FOR SUBMISSION OF BIDS:

Bids must be received by CECB before the due date and time at the address specified in the fact sheet of tender document. In the event of the specified date for the submission of bids being declared as a holiday for CECB the bid-closing deadline will stand extended to the next working day up to the same time.

14.0 COST OF BIDDING:

The Firm shall bear all costs associated with the preparation and submission of its Bid and the Purchaser shall not be responsible or liable for those costs regardless of the conduct or outcome of the bidding process.

15.0 AMENDMENT OF BIDDING DOCUMENTS:

- 15.1 At any time prior to the deadline for submission of bids, CECB may, for any reason, whether on its own initiative or in response to the clarification request by a prospective BIDDER may modify the bid document.
- 15.2 All prospective BIDDER who have downloaded the bidding document may visit

CECB, website for amendments / modifications which will be binding on them.

16.0 CANCELLATION OF TENDER:

Notwithstanding anything specified in this tender document, Purchaser / CECB in his sole discretion, unconditionally and without having to assigned any reasons, reserves the rights:

- a) To accept or reject lowest tender or any other tender or all the tenders.
- b) To accept any tender in full or in part.
- c) To reject the tender offer not confirming to the tenders terms.
- d) To give purchase preference to Public Sector undertakings when applicable as per Govt. Policy/Guidelines.

17.0 TERMS AND CONDITIONS - AWARD OF CONTRACT:

- 17.1 Only L1 supplier shall be selected for this tender.
- 17.2 CECB reserves the right to reject or accept the highest discount offering Bid or any Bid and also reserves the right of accepting the whole or any part of the Bid and Bidder shall execute the scope of work.
- 17.3 The technical specifications of the filter paper are given at SECTION III & IV. The technical specifications of the offered filter paper should be furnished. The check list is shown as SECTION VII.
- 17.4 The offer should clearly mention make, name of the manufacturer, detailed specifications, detailed literature about the Filter paper and any other relevant information. For any printing error/ mistake in final bid will be the responsibility of the bidder and no correspondence will be entertained by the Board in future.
- 17.5 The tendered should furnish details of supplies made by him to important institutions, along with performance certificate, during last one year [Users' list].
- 17.6 The firm / supplier submitting the offer shall only quote for one most suitable whose specification matches the Board's specifications. No alternate offers shall be considered and, if submitted, the offer shall be rejected.
- 17.7 The specifications are clearly mentioned in the document and the Bidder is requested to submit Bid only if their offer strictly comply with these specifications. Please note that no deviation in the required specification will be permitted. The bidding for the instruments having different specification will be on Bidder's risk as

the Board will not entertain such Bids.

18.0 PERFORMANCE GUARANTEE (PG)

18.1 The successful bidder shall have to submit 5% amount of the total contract value as performance security in the form of Bank Guarantee for a period of 12 months which shall be retained with CECB till the expiry of guarantee period.

18.2 Performance Guarantee of a tenderer will be forfeited, if the tenderer withdraws or amends its tender or derogates from the tender in any respect within the period of validity of its tender.

19.0 TERMS OF PAYMENT:

75% of the cost of instrument shall be paid after receipt of the material by consignee and balance 25% payment shall be released only after satisfactory supply of filter paper at the destinations given in Section-V.

20.0 PENALTY:

In the event of any breach of any of the terms & conditions of the contract or bidder neglects, delays or fails to perform the contract, CECB reserves rights to forfeit the security deposit. The security deposit shall not bear any interest.

21.0 FORCE MAJEURE:

Force Majeure will be accepted on adequate proof thereof.

In the event of any dispute over this contract, it shall be referred to be Sole Arbitrator appointed by Chairman, CECB. The arbitration proceedings shall be conducted as per Arbitration and Conciliation Act, 1996.

SECTION III : SPECIFICATIONS OF FILTER PAPER FOR PM10 SAMPLER

❖ **Filter Paper for PM 10 Monitoring:**

- a) GF/3 (EPM2000) filter Paper 8"x10" size in a sealed packet of 100 sheet
- b) Bidder should submit proof of having supplied these filter paper satisfactorily to CPCB and other Govt. Organizations.

❖ **Quantity: 60 Packs**

❖ **Specifications:**

Property	Unit of measurement	Value
Particle Retention Liquid	um	2.0
Air Flow Rate	s/100ml/in ²	4.7
Typical Thickness	um	450
Basic Weight	g/m ²	85
Wet Burst	psi	1.8
Tensile M/D Dry	N/15mm	6.3
Particle Retention(0.3um)	%	99.95
Weight Loss	%/filter	0.75

SECTION IV : SPECIFICATIONS OF FILTER PAPER FOR PM2.5 SAMPLER

❖ **Filter paper for PM 2.5 Monitoring**

- a) PTFE Filter with identification number for each filter, Pore Size : 2um in a sealed packet of 50 discs
- b) Bidder should submit proof of having supplied these filter paper satisfactorily to CPCB and other Govt. Organizations.

❖ **Quantity: 30 Packs**

❖ **Specifications**

Property	Unit of measurement	Value
PTFE Filter Media	N/A	PTFE
Filter Thickness	um	40
Filter Diameter	mm	46.2
Support Ring Media	N/a	Polypropylene
Total Support Ring Thickness	mm	0.38
support ring Width	mm	3.68
Particle Retention(0.3um)	%	99.7
Pressure Drop(0.3um)	cm water	30
Alkalinity	ueq/g of filter	<25
Drop Test Weight loss stability	ug	<20
Moisture weight gain stability	ug	<10

❖ **Glass Micro Fibre filter Paper GF/A, in a sealed packet of 50/100**

❖ **Quantity: 30 Packs**

❖ **Specifications:**

Property	Unit of measurement	Value
Filter Diameter	mm	37
Particle Retention Liquid	um	1.6
Initial Filtration speed	secs/100ml	62
ASTM	um	13.0
Thickness	mm	0.26
Weight	g/m ²	53
Wet Burst	k/Pa	2.0
psi		0.29
Air Flow Rate	s/100ml/in ²	4.3

SECTION V : REQUIREMENT AND LOCATIONS OF DELIVERY

Requirement and Locations of Delivery of Filter Paper for PM10 & PM2.5 Sampler

Sr. No	Delivery Locations	Requirement	Contact Person	E-Mail ID	Tel. No.
1	Commercial Complex, Chhattisgarh Housing Board Colony, Kabir Nagar, Raipur (C.G.)	PM10 - 10 Packs PM2.5 - 5 Packs (PTFE) PM2.5 - 5 Packs (Glass Micro Fibre)	Regional Officer	rocecbraipur2014@gmail.com	09685095431
2	Regional Office, Chhattisgarh Environment Conservation Board, 5/32 Bangla, Bhilai, Durg	PM10 - 10 Packs PM2.5 - 5 Packs (PTFE) PM2.5 - 5 Packs (Glass Micro Fibre)	Regional Officer	ro_bhilai@rediffmail.com bhilai@gmail.com	09685095428
3	Regional Office, Chhattisgarh Environment Conservation Board, Vyapar Vihar, Pt. Deendayal Upadhyay Park, Bilaspur	PM10 - 10 Packs PM2.5 - 5 Packs (PTFE) PM2.5 - 5 Packs (Glass Micro Fibre)	Regional Officer	cecb.robilaspur@gmail.com	09685095423
4	Regional Office Chhattisgarh Environment Conservation Board Near Tehsil Office Rampur, Korba H.I.G. 21 and 22 Distt.-Korba (C.G.)	PM10 - 10 Packs PM2.5 - 5 Packs (PTFE) PM2.5 - 5 Packs (Glass Micro Fibre)	Regional Officer	rocecbkorba@gmail.com	09685095421
5	Regional Office, Chhattisgarh Environment Conservation Board, TV Tower Road, Raigarh	PM10 - 10 Packs PM2.5 - 5 Packs (PTFE) PM2.5 - 5 Packs (Glass Micro Fibre)	Regional Officer	rorairgarh.cecb@gmail.com	09685095441
6	Regional Office Chhattisgarh Environment Conservation Board H.I.G. 5 Aghanpur Colony DharamPura, Jagdalpur (C.G.)	PM10 - 5 Packs PM2.5 - 3 Packs (PTFE) PM2.5 - 2 Packs (Glass Micro Fibre)	Regional Officer	hocecbrojagdalpur@gmail.com	0968509425
7	Regional Office Chhattisgarh Environment Conservation Board Bajrang Bhawan Namnakala, Ambikapur Dist: Sarguja (C.G.)	PM10 - 5 Packs PM2.5 - 2 Packs (PTFE) PM2.5 - 3 Packs (Glass Micro Fibre)	Regional Officer	rocecbamk@gmail.com	09425507214

SECTION VI : PRICE BID OF FILTER PAPER FOR PM10 & PM2.5 SAMPLER

A. Filter Paper for PM 10 Monitoring:

- c) GF/3 (EPM2000) filter Paper 8"x10" size in a sealed packet of 100 sheet
- d) Bidder should submit proof of having supplied these filter paper satisfactorily to CPCB and other Govt. Organizations.

❖ **Quantity: 60 Packs**

❖ **Specifications:**

Property	Unit of measurement	Value	Rate in Rs. (Rate should be Inclusive of all Taxes)
Particle Retention Liquid	um	2.0	
Air Flow Rate	s/100ml/in ²	4.7	
Typical Thickness	um	450	
Basic Weight	g/m ²	85	
Wet Burst	psi	1.8	
Tensile M/D Dry	N/15mm	6.3	
Particle Retention(0.3um)	%	99.95	
Weight Loss	%/filter	0.75	

B. Filter paper for PM 2.5 Monitoring

- c) PTFE Filter with identification number for each filter, Pore Size : 2um in a sealed packet of 50 discs
- d) Bidder should submit proof of having supplied these filter paper satisfactorily to CPCB and other Govt. Organizations.

❖ **Quantity: 30 Packs**

❖ **Specifications**

Property	Unit of measurement	Value	Rate in Rs. (Rate should be Inclusive of all Taxes)
PTFE Filter Media	N/A	PTFE	
Filter Thickness	um	40	
Filter Diameter	mm	46.2	

Support Ring Media	N/a	Polypropylene
Total Support Ring Thickness	mm	0.38
support ring Width	mm	3.68
Particle Retention(0.3um)	%	99.7
Pressure Drop(0.3um)	cm water	30
Alkalinity	ueq/g of filter	<25
Drop Test Weight loss stability	ug	<20
Moisture weight gain stability	ug	<10

C. Glass Micro Fibre filter Paper GF/A, in a sealed packet of 50/100

❖ **Quantity: 30 Packs**

❖ **Specifications:**

Property	Unit of measurement	Value	Rate in Rs. (Rate should be Inclusive of all Taxes)
Filter Diameter	mm	37	
Particle Retention Liquid	um	1.6	
Initial Filtration speed	secs/100ml	62	
ASTM	um	13.0	
Thickness	mm	0.26	
Weight	g/m ²	53	
Wet Burst	k/Pa	2.0	
psi		0.29	
Air Flow Rate	s/100ml/in ²	4.3	

Rate in Words:

Place :

Date :

GST Registration No :

TIN Registration No :

Signature :

BID FORM

(Scanned copy of original to be uploaded online as part of the techno-commercial proposal Envelop-B)

**To,
Member Secretary,
Chhattisgarh Environment Conservation Board
Paryavas Bhavan, North Block Sector-19,
Nava Raipur, Atal Nagar , Chhattisgarh**

Sir,

Having examined the bidding documents, we undersigned, offer to supply and deliver (description of goods and services) in conformity with the said bidding documents as per the prices given in the price schedule. We undertake, if our bid is accepted, to commence the work within (number-----) days and to complete the work including delivery of all the items specified in the contract within (number-----) days calculated from the date of receipt of your Work Order.

We agree to abide by this bid for a period of 180 days from the date fixed for bid opening in instructions to bidders 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 bid, together with your written acceptance thereof, shall constitute a binding contract between us.

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

Dated _____ day of _____ 2020

Signature and Seal of the Bidder

BIDDER'S INFORMATION

(Scanned copy of original to be uploaded online as part of the techno-commercial proposal **Envelop-A Online**)

(On Company / firm's Letterhead)

Details of the bidders :		
1	Name of the bidder	
2	Address of the bidder	
3	Status of the Bidder's firm- (Public/Pvt.)	
4	Details of the Incorporation of the Chemist/Pharmacy	Date:
		Ref. Document-
5	Valid Sales Tax Registration No. (if any)	
6	Valid Service Tax Registration No. (if any)	
7	Permanent Account No. (PAN)	
8	Name & Designation of the Contact person to whom all references shall be made regarding this tender.	
9	Telephone No. (with STD Code)	
10	Email Address of the Contact person	
11	Fax No. (with STD Code)	

DECLARATION REGARDING CLEAN TRACK

(Scanned Copy of the Original to be uploaded online as part of the techno-commercial proposal –
Envelop A)

Declaration of Clean Track Record (On Company / firm's Letterhead)

To,

Date:

**Member Secretary Paryavas Bhawan,
North Block, Sector - 19, Nava Raipur,
Atal Nagar (C.G.).**

**Ref: Selection of bidders for supply of filter paper for PM₁₀ & PM_{2.5} in Chhattisgarh
(Tender No. -----).**

Sir,

I/we carefully gone through the Terms & Conditions contained in the above referred Tender. I/we hereby declare that my company / firm is not currently debarred / black listed/convicted by any Government / Semi Government Organizations / Institutions in India . I/we further certify that I'm competent officer in my company /firm to make this declaration.

Or

I/we declare the following

Sr. No	Country in which the company is debarred / blacklisted / case is pending	Black listed / debarred by Government / Semi Government Organizations / Institutions	Reason	Since when and for how long

(NOTE : In case the company / firm was blacklisted previously, please provide the details regarding Period for which the company / firm was blacklisted and the reason/s for the same)

Yours faithfully

(Signature of the bidder) Printed Name Designation

Seal Date :

Business Address :

Format for Power of Attorney

(To be provided in original as part of online **Envelope-A**: Technical Bid to CECB office as per tender document and softcopy should be uploaded in e-procurement system on along with actual bid submission on stamp paper of value required under law duly signed by authorized representative of Bank)

Dated: _____

POWER OF ATTORNEY

To Whomsoever It May Concern

Know all men by these presents, we _____(name and registered office address of the Bidder) do hereby constitute, appoint and authorize Mr._____(Name of the Person(s)), domiciled at__(Address), acting as_(Designation and the name of the firm), as Authorized Signatory and whose signature is attested below, as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our Proposal for — **Selection of bidders for supply of filter paper for PM10 & PM2.5 in Chhattisgarh** (, vide Invitation for Tender (Tender Document) Document dated_____, issued by The Member Secretary, Chhattisgarh Environment Conservation Board, Paryavas Bhavan, North Block Sector-19, Nava Raipur, Atal Nagar Raipur, Chhattisgarh, including signing and submission of all documents and providing information and responses to clarifications / enquiries etc. as may be required by Chhattisgarh Environment Conservation Board, Nava Raipur, Atal Nagar Raipur or any governmental authority, representing us in all matters before Chhattisgarh Environment Conservation Board, Nava Raipur, Atal Nagar Raipur, and generally dealing with CECB in all matters in connection with our Proposal for the said Project.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

For

(Signature)

(Name, Title and Address)

Accept (Attested signature of Mr. _____) (Name, Title and Address of the Attorney)

Notes: - To be executed by the Bidder - The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.

Also, wherever required, the executant(s) should submit for verification the extract of the charter documents and documents such as a resolution / power of attorney in favour of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the executants(s).

ANNEXURE A-4

DECLARATION FOR ACCEPTANCE OF TENDER TERMS AND CONDITIONS

(To be submitted in Envelope A)

(On Company / firm's Letterhead)

Date:

To,

Member Secretary Paryavas Bhawan,

North Block, Sector - 19, Nava Raipur, Atal Nagar Raipur (C.G.).

**Ref: Selection of bidders for supply of filter paper for PM₁₀ & PM_{2.5} in Chhattisgarh
(Tender No. -----).**

Sir,

I/we carefully gone through the Terms & Conditions as mentioned in the above referred Tender document. I/we declare that all the provisions of this Tender are acceptable to my company. I /we further certify that I'm an authorized signatory of my company and am, therefore, competent to make this declaration.

Yours faithfully,

(Signature of the bidder) Printed Name Designation

Seal Date :

Business Address :

DECLARATION OF ANNUAL AND INCOME TAX RETURN

(On Company / firm's Letterhead)

To,

Date:

Member Secretary Paryavas Bhawan,

North Block, Sector - 19, Nava Raipur, Atal Nagar Raipur (C.G.).

**Ref: Selection of bidders for supply of filter paper for PM₁₀ & PM_{2.5} in Chhattisgarh
(Tender No. -----).**

Sir,

A. I/we hereby declare that, our firm's Annual Turnover as follows, and I/we have also supported an Audited Accounts for your references :

F. Y. 2016 – 17	F. Y. 2017 – 18	F. Y. 2018 – 19

And,

B. I/we hereby declare that, our firm had filed Income Tax Returns for last three years i.e. A.Y. 2016-17, A.Y. 2017-18 & A.Y. 2018-19 (Supported by copy of ITR).

Yours faithfully,

(Signature of the bidder) Printed Name Designation

Seal Date :

Business Address : Encl : As above

PROFORMA OF PERFORMANCE BANK GUARANTEE

(To be stamped in accordance with stamp Act) (To be issued by a Bank _____) This Deed of Guarantee executed at _____ by _____ (Name of the Bank) having its Head/Registered office at _____ (hereinafter referred to as —the Guarantor) which expression shall unless it be repugnant to the subject or context thereof include its heirs, executors, administrators, successors and assigns;

In favour of The Member Secretary Chhattisgarh Environment Conservation Board, which expression shall unless it be repugnant to the subject or context thereof include its heirs, executors, administrators, successors and assigns);

Whereas M/s_____. a company formed under_____(specify the applicable law) and having its registered office at__has been, consequent to conduct and completion of a competitive bidding process in accordance with the letter of requirements document No. _____dated __/__/2019 issued by Environment Conservation Board and selected M/s -----(hereinafter referred to as the Bidder) for the Agreement by Member Secretary, as more specifically defined in the aforementioned Document including statement of work and the Agreement executed between the, Member Secretary, Chhattisgarh Environment Conservation Board. The Agreement requires the Bidder to furnish an unconditional and irrevocable Bank Guarantee for an amount of Rs. /-(Rupees only) by way of security for guaranteeing the due and faithful compliance of its obligations under the Agreement.

Whereas, the Bidder approached the Guarantor and the Guarantor has agreed to provide a Guarantee being these presents:

Now this Deed witnessed that in consideration of the premises, we, _____ Bank hereby Guarantee as follows:

The Bidder shall implement the Project, in accordance with the terms and subject to the conditions of the Agreement, and fulfil its obligations there under

We, the Guarantor, shall, without demur, pay to, Member Secretary, Chhattisgarh Environment Conservation Board an amount not exceeding Rs. (Rupees only) within 7 (seven) days of receipt of a written demand therefore from Chhattisgarh Environment Conservation Board stating that the Bidder has failed to fulfil its obligations.

The above payment shall be made by us without any reference to the Bidder or any other person and irrespective of whether the claim of the Member Secretary, Chhattisgarh Environment Conservation Board disputed by the Bidder or not.

The Guarantee shall come into effect from__ (Start Date) and shall continue to be in full force and effect till the earlier of its expiry at 1700 hours Indian Standard Time on ____ (Expiry Date) (both dates inclusive) or till the receipt of a claim, from the Chhattisgarh Environment Conservation Board, Raipur, Government of Chhattisgarh under this Guarantee, which is one month after the expiry of performance guarantee, whichever is earlier. Any demand received by Member Secretary, Chhattisgarh Environment Conservation Board prior to the Expiry Date shall survive the expiry of this Guarantee till such time that all the moneys payable under this Guarantee by the Guarantor to, Member Secretary, Chhattisgarh Environment Conservation Board.

In order to give effect to this Guarantee, Chhattisgarh Environment Conservation Board shall be entitled to treat the Guarantor as the principal debtor and the obligations of the Guarantor shall not be affected by any variations in the terms and conditions of the Agreement or other documents by Member Secretary, Chhattisgarh Environment Conservation Board or by the extension of time of performance granted to the Bidder or any postponement for any time of the power exercisable by, Member Secretary, Chhattisgarh Environment Conservation Board against the Bidder or forebear or enforce any of the terms and conditions of the Agreement and we shall not be relieved from our obligations under this Guarantee on account of any such variation, extension, forbearance or omission on the part of Member Secretary, Chhattisgarh Environment Conservation Board or any indulgence by Chhattisgarh Environment Conservation

Board to the Bidder to give such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.

This Guarantee shall be irrevocable and shall remain in full force and effect until all our Obligations under this guarantee are duly discharged.

The Guarantor has power to issue this guarantee and the undersigned is duly authorized to execute this Guarantee pursuant to the power granted under__.

In witness, whereof the Guarantor has set its hands hereunto on the day, month and year first here-in-above written.

Signed and Delivered by__Bank by the hand of Shri__its__and authorized office.
Authorized Signatory_____Bank

SECTION VII: CHECKLIST

The following items must be checked before the Bid is submitted:

Envelope “A” – Pre-qualification Criteria

- (a) Demand Draft for Rs. 2,00,000/- (Rs. Two Lakh only) towards Earnest Money Deposit & Tender Fee.
- (b) Eligibility Criteria Responses (each pages duly sealed and signed by the authorized signatory)
- (c) Copy of this Tender document duly sealed and signed by the authorized signatory on every page.
 - (I) Annexure A1: Bidder's Information
 - (II) Annexure A2: Declaration Regarding Clean Track by Bidder
 - (III) Annexure A3: Power of Attorney
 - (IV) Annexure A4: Declaration for Acceptance of Tender Terms and Conditions
 - (V) Annexure A5: Declaration Of Annual Turnover And Income Tax Return

Envelope “B”

- (a) Technical qualification

Envelop “C”

- (a) PRICE BID

Your quotation must be submitted in three envelopes **Pre-qualification Criteria & EMD & Tender Fee (Envelope A) and Technical Bid (Envelope B) to be uploaded online as well as submit the hard copy to Chhattisgarh Environment Conservation Board by superscribing** on both the envelopes the Tender no. and the due date and both these sealed covers are to be put in a bigger cover which should also be sealed **whereas Financial Bid (Envelope C) should be submitted online only on or before the last date of submission.**