



REQUEST FOR PROPOSAL (RFP)
for
Supply of Filter Papers for monitoring of PM10 and PM2.5
Particulate matters
for
Chhattisgarh Environment Conservation Board

Member Secretary
Chhattisgarh Environment Conservation Board
Paryavas Bhawan,
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RFP No: 04/HO/CECB/SCI/Filter Paper/E-Tender/2021-22
Issue Date: 07/03/2022

DISCLAIMER

The information contained in this Request for Proposal (hereinafter referred to as "RFP") document provided to the Bidders, by the Chhattisgarh Environment Conservation Board, Nava Raipur Atal Nagar, 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 RFP document and all other terms and conditions subject to which such information is provided.

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

Chhattisgarh Environment Conservation Board (CECB), 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 RFP document. Chhattisgarh Environment Conservation Board (CECB) may, in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document.

Contents

DISCLAIMER	2
1 INTRODUCTION.....	5
2 FACT SHEET: TENTATIVE SCHEDULE OF EVENTS	6
3 CRITERIA FOR BIDDERS.....	8
4 CONDITIONS FOR BIDDING	10
5 KEY REQUIREMENTS OF THE BID.....	12
6 PRE-BID ACTIVITIES	14
7 PREPARATION OF PROPOSAL.....	16
8 SUBMISSION OF PROPOSAL.....	17
9 EVALUATION OF PROPOSAL	19
10 INSPECTION AND TEST	20
11 TAX AND DUTIES	20
12 PAYMENT TERMS	20
13 CONTRACT PERFORMANCE SECURITY	20
14 TIMELINE FOR DELIVERY AND INSTALLATION	21
15 DELAYS IN THE SUPPLIER’S PERFORMANCE	21
16 LIQUIDATED DAMAGES	21
17 SUSPENSION OF WORK	22
18 TERMINATION FOR DEFAULT	23
19 SETTLEMENT OF DISPUTE, ARBITRATION	23
20 LAWS AND REGULATIONS.....	24
21 FORCE MAJEURE	24
22 INJURY AND DAMAGE	24
23 ROYALTY AND PATENTS	24
24 EFFECTIVENESS	25
25 RESERVATION	25
26 FORMS.....	25
27 INFLUENCING THE CHHATTISGARH ENVIRONMENT CONSERVATION BOARD.....	25
28 TECHNICAL CLARIFICATION.....	26
29 CONFIDENTIALITY OF INFORMATION	26
30 LIMITATION OF LIABILITY	27

31	RIGHT OF MONITORING, INSPECTION AND PERIODIC AUDIT	27
32	OBLIGATIONS OF THE CHHATTISGARH ENVIRONMENT CONSERVATION BOARD	27
33	INFORMATION SECURITY.....	27
34	INDEMNITY	27
35	CONFLICT OF INTEREST.....	28
36	SEVERANCE.....	28
37	NOTIFICATION OF AWARD.....	28
38	TECHNICAL SPECIFICATION	29
	ANNEXURES	31
	ANNEXURE 1: ORGANISATIONAL DETAILS FORM	32
	ANNEXURE 2: CLEAN TRACK DECLARATION	33
	ANNEXURE 3: DECLARATION OF ANNUAL TURNOVERS ATTAINED AND INCOME TAX RETURNS FILED.....	34
	ANNEXURE 5: FORMAT FOR POWER OF ATTORNEY	36
	ANNEXURE 6: CHECKLIST	37
	ANNEXURE 7: TECHNO COMMERCIAL BID FORM	39
	ANNEXURE 8: SPECIFICATION FORM	40
	ANNEXURE 9: PRICE BID FORM	42
	ANNEXURE 10: PRICE BREAK-UP FORM	43
	ANNEXURE 11: QUANTITY AND LOCATIONS OF DELIVERY	45

1 INTRODUCTION

The Chhattisgarh Environment Conservation Board (CECB) invites e-tenders from eligible and qualified bidders for supply of Filter papers for monitoring and estimation of the PM10 and PM2.5 particulate matters in ambient air.

Proposals are invited in both online and offline mode from the reputed Companies/Firms/Suppliers capable to supply the same.

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 evidences to establish meeting the qualifying requirements.

The bid document can be downloaded from the websites <https://eproc.cgstate.gov.in> and <http://www.enviscecb.org>

2 FACT SHEET: TENTATIVE SCHEDULE OF EVENTS

Sl. No.	Title	Description
1	Tender No.	04/HO/CECB/SCI/Filter paper/E-Tender/2021-22
2	Scope of Work	Supply of Filter papers for monitoring of concentrations of PM10 and PM2.5 Particulate matters.
3	Name of the tender issuer	Chhattisgarh Environment Conservation Board
4	Availability of tender document	To be downloaded from https://eproc.cgstate.gov.in ; or http://www.enviscecb.org
5	Tender document issue date	07.03.2022
6	Pre- bid queries receiving last date	18.03.2022
7	Pre - bid meeting date, time, and mode	25.03.2022, 3.00 – 4.00 PM through Physical meeting or Video conferencing. Physical meeting is preferred; and participants unable to meet in person may use the link 'meet.google.com/bsh-tzxcg-ekq' to join from remote.
8	Pre-bid queries responses publishing last date	06.04.2022
9	EMD submission last date and time	18.04.2022 and 3:00 PM
10	Bid submission last date and time	18.04.2022 and 3:00 PM
11	Techno-commercial bid opening date and time	18.04.2022 and 4:00 PM
12	Presentation date and time	To be informed later through e-mail, if required.
13	Financial bid opening date and time	To be informed later through e-mail (Bidder should furnish e-mail of authorized representative)
14	Address for Communication	The Member Secretary, Chhattisgarh Environment Conservation Board (CECB), Paryavas Bhawan, North Block, Sector-19, Nava Raipur Atal Nagar, District-Raipur (C.G.), PIN. 492002, Email: hocecb@gmail.com
15	Processing fee	Rupees 300/- (Three hundred) or more only
16	Mode of Processing fee payment	Online only for electronic processing of proposal

Sl. No.	Title	Description
17	Tender fee	Rupees 5,000/- (Five thousand) only
18	Method of Tender fee payment	Offline only in the form of a Demand Draft drawn in favour of 'The Member Secretary, Chhattisgarh Environment Conservation Board' payable at Nava Raipur Atal Nagar, District-Raipur
19	Earnest Money	Rupees 2,00,000/- (Two lakhs) only
20	Method of Earnest Money Deposit (EMD)	Offline only in the form of a Demand Draft drawn in favour of 'The Member Secretary, Chhattisgarh Environment Conservation Board' payable at Nava Raipur Atal Nagar, District-Raipur
21	Validity of Proposal	A minimum period of 180 calendar days from the date of opening of Techno-commercial proposal.
22	Validity of prices exclusive of taxes quoted	Till elapse of 365 calendar days counted from the date of issuance of notification of award of work.
23	Submission of proposal	Both online and offline modes i.e. both electronic and hard copy modes; in three separate envelopes marked as A, B, and C. <ul style="list-style-type: none"> 1. Electronic submission: In three separate envelopes A, B, and C through https://eproc.cgstate.gov.in on or before the last date and time. 2. Hard copy submission: In three separate envelopes A, B, and C at the Chhattisgarh Environment Conservation Board, Paryavas Bhawan, North Block, Sector-19, Nava Raipur Atal Nagar, (C.G.) PIN 492002 on or before the last date and time.
24	Method of Selection	Lowest Commercial Bid

NOTE:

1. If the office of CECB happens to be closed on any of the dates mentioned above, the respective event will be executed on the next working day at the same time.
2. In case of unavoidable circumstances, any/all of the events may be rescheduled and shall be intimated through the website/s mentioned.

3 CRITERIA FOR BIDDERS

3.1 PREQUALIFICATION

Only bidders who fulfill the following pre-qualification criteria are qualified to submit proposals.

A qualified bidder is one who:

- 3.1.1 Is at present not blacklisted or debarred from any Government transactions due to any reason including corrupt and fraudulent practices and is not having a service related dispute in any Government transaction and is not having any litigation pending in any court of law as on date.
- 3.1.2 Is an Original Equipment Manufacturer or a representative located in India and authorized by the OEM. Relevant documents along-with Authorization Form specified in the tender document indicating that the Bidder is an authorised agency/representative of the OEM for bid submission shall be enclosed with tender bid.
- 3.1.3 Has attained a minimum average annual turnover of ₹ 2.0 Crore during the last three financial years i.e., 2018-19, 2019-20, and 2020-21. Audited financial statements for the three financial years mentioned need to be submitted.
- 3.1.4 Has filed Income Tax Returns for each of the last three assessment years i.e. 2018-19, 2019-20, and 2020-21. Copy of Acknowledgments need to be submitted.
- 3.1.5 Has supplied the same or similar filter papers in response to at least one order from the Central Pollution Control Board or a State Pollution Control Board or any other Government organisation within the last three financial years.
- 3.1.6 Is registered with the Registrar of Companies in India.
- 3.1.7 Has a valid license to manufacture or deal in the goods required.
- 3.1.8 Has obtained quality certification for the filter papers required from a national or international Standard Body.
- 3.1.9 Has a Permanent Account Number with the Income Tax Department of India.
- 3.1.10 Has a valid Goods and Services Tax registration.
- 3.1.11 Has accepted the Terms and Conditions laid down in this tender document.

The CECB and/or its nominated representative(s), in order to satisfy itself, may enquire the performance of similarly supplied goods from other Government/Private users. The user may also inspect and/or test the quoted/ordered goods and the related services to confirm their conformity to the tender qualification criteria, specifications and other quality control details incorporated in the tender/contract at the cost of the CECB.

REJECTION AND DISQUALIFICATION

- 3.2.1 Only one bid will be accepted from only one authorized representative nominated by OEM if the bid is submitted by an authorised representative. Bids more than one received shall be summarily rejected.
- 3.2.2 Non-compliance of tender terms, non-submission of required documents, lack of clarity of specifications offered, contradiction between information served and supporting documents submitted etc. may lead to rejection of the bid.
- 3.2.3 Furnishing of wrong/ambiguous information in the compliance statement may lead to rejection of bid and further black-listing of the bidder, if prima-facie it appears that the information in the compliance statement were given with a mala fide/fraudulent intent.

4 CONDITIONS FOR BIDDING

General Conditions

- 4.1.1 The Tender Document is not transferable by the purchaser. Every sheet of the bid including annexures submitted by the bidder needs to be signed by the authorised signatory. The price bid must be in MS Excel sheets provided at Annexure 10.
- 4.1.2 The tender document can be downloaded from the websites mentioned.
- 4.1.3 Bids shall be submitted for complete scope of work. Bids submitted for incomplete scope shall be rejected.
- 4.1.4 Submissions after the last date will not be entertained. CECB will not be responsible for delay or non-receipt of Tender Document received by post and also reserves the right to accept or reject any or all the tenders in part or full without assigning any reason thereof.
- 4.1.5 This invitation of tender does not bind CECB to place order. The Tenders submitted in response to this invitation may be rejected without assigning any reason.
- 4.1.6 The CECB at its discretion may extend all of the last dates mentioned in the Fact Sheet. The final authority for acceptance of a Tender will rest with the Chairman, CECB who does not bind himself/herself to accept the lowest tender and is vested with the authority to reject any or all of the tenders received without assigning any reason thereof.
- 4.1.7 All documents, literature, diagrams, leaflets, brochures, samples etc. submitted with the bid application form shall become the property of CECB without any payment.
- 4.1.8 The goods have to be supplied in standard packaging. Bidder is requested to note that the filter papers are to be delivered in good condition at respective locations mentioned in Annexure 11. All precautions, activities and expenses related with delivery need to be borne by the bidder.
- 4.1.9 If goods supplied are found defective/unsatisfactory/short supply/not conforming to the specifications, the same shall have to be replaced by the supplier at its own risk and cost.
- 4.1.10 The bid shall not contain interlineations, erasures or overwriting words except those bare minimum necessary to correct errors made by the bidder; and in that case such corrections shall be initiated by the person/s signing the bid.
- 4.1.11 Bidders shall not hand over their applications to any employee of CECB. They shall either submit it in person at the office of CECB, Nava Raipur or send it through Registered post or Courier or Speed post.
- 4.1.12 Canvassing in any form will disqualify the Bid.
- 4.1.13 Request for the Tender Document for bidding made through Fax, E-Mail and Tele fax shall not be entertained.
- 4.1.14 The bid application shall be duly filled in, and shall be typewritten or handwritten in indelible ink. Each and every page of the bid, except for un-amended printed literature

shall be signed by the authorised signatory of the bidder and shall bear the seal of the organisation of the bidder.

- 4.1.15 The proposals are to be submitted in both online and offline modes. The prices should be quoted in both words and figures.
- 4.1.16 Arithmetical error will be rectified on the following basis: If there is discrepancy between the unit price and total price which is obtained by multiplying the **Unit Price and quantity, the unit price shall prevail and the total price shall be corrected**. If there is discrepancy between words and figures, the amount mentioned in **words will prevail**.
- 4.1.17 Alternate Bid and options will not be accepted.
- 4.1.18 Eventual suggestions for modification or subsidiary tenders are principally not admissible.
- 4.1.19 The specifications are clearly mentioned in the document and the bidders are requested to submit bid only if their offers strictly comply with those specifications. Please note that no deviation in required specifications will be permitted. Bidding for goods having different specification will be at bidder's risk as CECB may not entertain such Bids. Bids bearing statements like "**SPECIFICATIONS AS PER TENDER DOCUMENT**" shall not be entertained. Specifications furnished in the bid shall be supported by technical literature.
- 4.1.20 The prices exclusive of taxes quoted in the bid shall remain valid and unchanged irrespective of changes in prices in market till elapse of 365 calendar days counted from the date of issuance of notification of award of work in order to enable CECB to award work more than once i.e. more than one work order before expiration of the 365 calendar day period mentioned. No request for amendment of prices will be entertained after submission of the bid.

Specific Conditions

The specific conditions related with the different topics have been spelled out under the respective topics discussed in this bidding document. **Bidders are requested to read and understand the conditions well, understand the requirements of documentary evidences, assess requirement of resources in totality before submission of bids. This is extremely important to minimize pre-bid queries, meetings, clarifications and bid rejections.**

While every effort has been made to provide comprehensive and accurate Information, requirements and specifications, bidders must form their own conclusions about the complete services required. Bidders and recipients of this tender may wish to consult their own legal advisers in relation to this tender.

All information supplied by Bidders may be treated as contractually binding on the Bidders on successful award of the assignment by or on behalf of the CECB as an outcome of this tender.

No commitment of any kind, contractual or otherwise shall exist unless and until a formal written contract has been executed by or on behalf of the CECB. Any notification of preferred

bidder status by the CECB shall not give rise to any enforceable rights to the Bidder. The CECB may cancel this public procurement at any time prior to execution of a formal written contract.

Compliant Tenders/Completeness of Response

Bids submitted shall be complete with respect to the conditions, specifications, and requirements laid down in this guidance document. The bidder is expected to examine all conditions, forms, terms and conditions and specifications mentioned in this document. It will be deemed that the bidder has received, read and understood all requirements. Failure to furnish all information required as per the bidding documents and submission of a bid substantially irresponsible to the bidding document in any respect will be at the bidder's risk and may result in rejection of the bid.

Bids submitted, therefore, shall

- a. Comply with all requirements spelled in this document, and
- b. Include all supporting documentations mentioned in this document.

5 KEY REQUIREMENTS OF THE BID

Right to Terminate the Process

5.1.1 The CECB may terminate the TENDER process at any time and without assigning any reason. Moreover, CECB makes no commitment, express or implied, that this process will result in a business transaction with anyone.

5.1.2 This TENDER does not constitute an offer by the CECB. The bidders' participation in this process may not cause CECB selecting the bidder to engage towards execution of the contract.

Processing fee

Bidder needs to pay a tender processing fee of Rupees 300/- (Three hundred) or more only. This fee is non-refundable. This fee is required for electronic processing of the proposal.

5.2.1 Method of Processing fee payment

Processing fee has to be paid **online only** through the e-procurement portal viz. <https://eproc.cgstate.gov.in>

Tender fee

Bidder needs to pay a Tender Fee of Rupees 5,000/- (Five thousand) only. This fee is non-refundable. Bid submitted without correct amount of tender fee in the prescribed form may result in rejection of the bid.

5.3.1 Method of Tender fee payment

Tender fee has to be paid **offline only** in the form of a Demand Draft drawn in favour of 'The Member Secretary, Chhattisgarh Environment Conservation Board' payable at Nava Raipur Atal Nagar, District-Raipur. Follow the steps below for submission:

1. Get a DD for the amount prescribed. The instrument **must furnish the name of the bidder**.
2. Upload scanned image of the DD in 'Envelope A' for online submission.
3. Submit the DD in 'Envelope A' along with other documents for hard copy submission at CECB, Nava Raipur Atal Nagar.

Earnest Money

Bidder needs to deposit an Earnest Money of Rupees 2,00,000/- (Two lakh) only. This money is refundable subject to fulfilment of conditions stated in this document. Bid submitted without correct amount of Earnest Money in the prescribed form may result in rejection of the bid.

5.4.1 Method of Earnest Money Deposit (EMD)

Earnest Money has to be deposited **offline only** in the form of a Demand Draft drawn in favour of 'The Member Secretary, Chhattisgarh Environment Conservation Board' payable at Nava Raipur Atal Nagar, District-Raipur. Follow the steps below for submission:

1. Get a DD for the amount prescribed. The instrument **must furnish the name of the bidder**.
2. Upload scanned image of the DD in 'Envelope A' for online submission.
3. Submit the DD in 'Envelope A' along with other documents for hard copy submission at CECB, Nava Raipur Atal Nagar.

5.4.2 Forfeiture of EMD

The EMD shall be forfeited, if:

- a. A bidder withdraws or amends its bid within the period of bid validity. Or
- b. A bidder fails to supply the goods within specified period mentioned. Or
- c. A successful bidder fails to sign the contract in accordance with this tender. Or
- d. Goods supplied are found defective/of inferior quality and not replaced/attended by the supplier/authorized agent within time specified.

5.4.3 Refund of EMD

The EMD shall be returned **without any accrued interest on it** to:

- a. The bidder who failed to qualify in technical evaluation.
- b. The bidder who qualified in technical evaluation but failed to qualify as the **L1** bidder.
[EMD amount will be refunded without any accrued interest on it to all unsuccessful bidders within 60 working days of the bidder being notified as being unsuccessful.]
- c. The successful bidder **after submission of the Performance Bank Guarantee**.

Additional requirement: In the case of a foreign principal supplier, the Indian agent/representative should furnish a letter of authorization issued by that foreign principal supplier to deposit Tender Fee, Earnest Money, and Proposal on its behalf. Upload scanned image of this letter of authorisation with other documents in Envelope A for e-submission of bid. Submit this letter of authorisation with other documents in Envelope A for offline submission of bid.

Authentication of Bid

The Proposal should be accompanied by a Power-of-Authority in the name of the Authorised signatory as per Annexure 5.

Validity of bid

Bids submitted shall remain valid for a minimum period of 180 calendar days from the date of opening of Tender.

Validity of prices exclusive of taxes quoted

The prices exclusive of taxes quoted in the proposal shall remain valid till elapse of 365 calendar days counted from the date of issuance of notification of award of work in order to enable CECB to award work more than once i.e. more than one work order before expiration of the 365 calendar day period mentioned, if required.

6 PRE-BID ACTIVITIES

Pre-bid queries

- 6.1.1 Bidders are requested to submit e-mail address and mobile no. of one authorized person for all communications at the time of registration.
- 6.1.2 Pre-bid queries shall be prepared in Excel files only. It shall indicate numbers of page, clause, sub-clause, article, paragraph, line and so on of the document for quick detection.
- 6.1.3 The MS Excel files should necessarily be made in the following format:

Sl. No.	Bidding document reference(s) (Page, Clause, Sub-clause, Article, para, line number(s))	Content of document requiring Clarification(s)	Specific doubt requiring clarification
1			
2			
3			

- 6.1.4 The Excel Files of queries should reach CECB only from the authorised email address submitted by them on or before last date for receiving queries mentioned in Fact Sheet. Please mention the subject line as **“Query for tender of Filter papers”**.
- 6.1.5 CECB shall not remain responsible for not receiving queries due to error/malfunction during the communication process.
- 6.1.6 Queries received after the last date for receiving Pre- Bid Queries may not be entertained.

Pre-bid meeting

- 6.2.1 The CECB shall conduct a pre-bid meeting with the prospective bidders as mentioned in the Fact Sheet to discuss the queries.
- 6.2.2 All doubts and ambiguities shall be clarified in this meeting. Amendment, if any, in tender document, may be seen on the websites.
- 6.2.3 Bidders must confirm their participation in the meeting in advance. The purpose of the meeting is to provide Bidders with information regarding the tender, and opportunity to seek clarification regarding any aspect of the tender. However, the CECB reserves the right to reschedule or not to hold the Pre-Bid meeting.
- 6.2.4 Maximum two (2) authorized representatives of one prospective bidder may attend the pre-bid meeting at their own cost after giving prior intimation to the Member Secretary, CECB.

Responses to Pre-Bid Queries and Issuance of Corrigendum

- 6.3.1 The Officer/s earmarked by the CECB will endeavour to provide timely response to the queries. However, CECB makes no representation or warranty as to the completeness or accuracy of any response made in good faith. CECB is also not bound to undertake to answer all the queries that have been raised by the bidders.
- 6.3.2 At any time prior to the last date for receipt of bids, CECB may, for any reason, whether at its own initiative or in response to clarification/s requested by prospective Bidder/s, modify the tender Document by a corrigendum.
- 6.3.3 The Corrigendum/s (if any) & clarifications to the queries from bidders will be posted on the website/s mentioned.
- 6.3.4 Any such corrigendum shall be deemed to be incorporated into this tender.
- 6.3.5 In order to provide prospective Bidders reasonable time for taking the corrigendum/s into account or for any other reason/s, CECB may, at its discretion, extend the last date for receipt of Proposals.

7 PREPARATION OF PROPOSAL

Cost

The bidder shall be responsible for all costs incurred in connection with preparation of proposal and participation in the tender process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/discussions/presentations, providing additional information sought by CECB to facilitate the evaluation process, and in negotiating a definitive contract and all such activities related to the bid process. CECB will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

Language

The bid prepared by the bidder, all correspondences and documents related to the bid exchanged by the bidder and the purchaser, shall be written in English language. Any printed literature furnished by the Bidder may be in another language if it is accompanied by English translation of its pertinent passages. In such case, for the purpose of interpretation of the bid, English translation shall govern.

8 SUBMISSION OF PROPOSAL

Method of submission -

Proposals have to be submitted in both online and offline modes i.e. both electronic and hard copy modes.

Proposals have to be submitted in three separate envelopes marked as **A, B, and C.**

All the documents to be submitted offline shall bear signature in blue ink (of the Authorised signatory for this tender) and seal of the organisation, to be deemed as originals.

Submission of Envelope A [Mode: Both online and offline]

8.1.1 **Envelope A:** Prequalification criteria. It should contain –

1. All documents required to fulfil the prequalification criteria viz.
 - a. Organisational details form, Annexure 1
 - b. Declaration regarding clean track, Annexure 2
 - c. Certificate of authorisation issued by the OEM indicating that the bidder is an authorised representative located in India if offer is submitted by authorized representative. Only one nomination from the OEM shall be accepted.
 - d. Declaration of annual turnovers and of ITRs filed, Annexure 3.

Attach with Annexure 3:

- i. Audited financial statements for the three financial years mentioned.
 - ii. Acknowledgements received after filing ITRs for the three assessment years mentioned.
- e. Work order/s, and Payment certificate/s as proof/s of supply of same or similar filter papers within the last three financial years.
- f. Certificate of Incorporation.
- g. Trade license.
- h. Valid Quality certificate for the filter papers obtained from a national or international Standard Body.

- i. PAN card.
- j. GST registration certificate.
- k. Acceptance of the Terms and Conditions laid down in this bid document, Annexure 4
- l. Power of Attorney, Annexure 5.
- m. Checklist, Annexure 6.
- n. DD for Tender fee payment.
- o. DD for Earnest Money Deposit.

Upload scanned image of all these documents in Envelope A of <https://eproccgstate.gov.in> for online submission. Submit hard copies of all these documents in Envelope A for offline submission at the office of CECB, Nava Raipur Atal Nagar.

Submission of Envelope B [Mode: Both online and offline]

8.2.1 Envelope B: Technical proposal. It should contain -

1. Company profile.
2. Techno commercial Bid Form, Annexure 7.
3. Specification Form, Annexure 8.

Upload scanned image of all these documents in Envelope B of <https://eproccgstate.gov.in> for online submission. Submit hard copies of all these documents enclosed in Envelope B for offline submission at the office of CECB, Nava Raipur Atal Nagar.

Submission of Envelope C [Mode: Online Only]

8.3.1 Envelope C: Financial proposal. It should contain –

1. Price Bid Form, Annexure 9.
2. Price Break up Form, Annexure 10 in MS Excel sheet available at <https://eproccgstate.gov.in>

Upload these documents in Envelope C of <https://eproccgstate.gov.in> for online submission only.

Note: The prices exclusive of taxes quoted in these documents shall remain valid till elapse of 365 calendar days counted from the date of issuance of notification of award of work in order to enable CECB to award work more than once i.e. more than one work order before expiration of the 365 calendar day period mentioned, if required.

9 EVALUATION OF PROPOSAL

■ Tender Evaluation Committee [TEC]

CECB will constitute a Tender Evaluation Committee to evaluate proposals of the bidders. The decision of the committee shall be final and no correspondence will be entertained regarding evaluation. The committee may ask for meetings with the bidders for clarifications on proposals. The committee reserves the right to reject any or all of the proposals on the basis of deviations. Each of the proposals shall be evaluated as per the criteria and requirements specified in this document.

■ Opening of proposals for evaluation

The CECB will open the on-line proposals on prescribed date and time. Physical presence of the bidder at the time of opening of tender will not be essential in this e-tendering process. At the appointed time, the bid openers would open the bids online and the details of bids offered by the bidders would be known to all on the e-procurement portal of CECB. The sequence of opening of e-proposals will be:

Stage 1: Opening of Techno-commercial proposals for evaluation.

Stage 2: Opening of Financial proposals for evaluation.

■ Tender Evaluation

Evaluation of proposals shall be carried out in the sequences as follows:

■ Stage 1 Evaluation of Techno-commercial proposals

The techno-commercial proposals will be opened first and evaluated by the TEC. Evaluation of these proposals will be carried out in the following steps:

Step 1: Evaluation of contents of Envelope A – Fulfilment of Prequalification criteria

The envelopes will be opened and the documents submitted will be evaluated to determine complete compliance with the Pre-qualifications criteria mentioned.

Proposals fulfilling the prequalification criteria only will be shortlisted for evaluation at Step 2.

Step 2: Evaluation of contents of Envelope B - Fulfilment of Technical criteria

The envelopes will be opened and the documents submitted will be evaluated to determine complete compliance with the Technical criteria mentioned.

Proposals fulfilling the Technical criteria only will be shortlisted for evaluation at Stage 2.

Stage 2 Evaluation of Financial proposals

Step 1: Evaluation of contents of Envelope C – Fulfilment of Financial criteria

The envelopes will be opened and the documents submitted will be evaluated to determine complete compliance with the financial criteria mentioned.

Proposals fulfilling the financial criteria only will be shortlisted for final evaluation. The bidder whose price bid furnishes the lowest grand total price exclusive of all taxes will be considered as the **L1** bidder.

10 INSPECTION AND TEST

The Board shall have the right to inspect and to test that the goods supplied are in conformity with the specifications.

11 TAX AND DUTIES

The bidders should indicate clearly the duties and taxes applicable to Govt. department on goods and services. In case of imported goods, the custom duty will be paid by bidder and it should be mentioned in price bid. CECB will issue a letter to the successful bidder stating the purpose of procuring these instruments. However obtaining a “Concessional custom duty exemption certificate” will be responsibility of the successful bidder. The bidder will arrange the custom clearance of goods. Custom duty and all other charges as applicable at the time of clearance of consignment from Airport to be borne by the bidder. To compare the bids, all the currencies will be converted to INR as per the RBI currency conversion rate applicable on the date of price bid opening. The concessional import duty applicable will be added to the prices to compare with the bid quoted in INR. As per Government of India rules, GST will not be added in the price to calculate the lowest bidder.

12 PAYMENT TERMS

75% of total contract value shall be paid after completion of delivery of goods at all of the respective locations (Vide Clause 4.1.8).

25% of total contract value shall be paid after obtainment of satisfactory reports on quality of goods delivered from all of those locations (Vide Clause 4.1.9).

13 CONTRACT PERFORMANCE SECURITY

Performance Bank Guarantee for Payment of Contract performance security

The supplier within 30 (thirty) government working days from the date of issuance of notification of award of the work, shall furnish a refundable Performance Bank Guarantee **from a Scheduled Indian bank** to CECB for an amount equal to 5 (five) percent of the total contract value as a guarantee of satisfactory performance, and faithful and due fulfilment of all obligations under the terms and conditions laid down in the Contract.

■ **Validity of Performance Bank Guarantee**

The Performance Bank Guarantee **shall remain valid till the end of six months** from the date of issuance of notification of award of the work.

14 TIMELINE FOR DELIVERY AND INSTALLATION

Delivery must be completed within 2 (two) months from the date of issuance of notification of award of the work.

15 DELAYS IN THE SUPPLIER'S PERFORMANCE

■ **Delays in the Supplier's Performance**

Delivery of the equipment and performance of the works shall be made by the supplier in accordance with the time schedule.

■ **Notification of Delay**

If at any time during performance of the Contract, the supplier and/or the manufactures should encounter conditions impeding timely delivery of the Equipment and performance of the works, the supplier shall promptly notify the Board in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Board shall evaluate the situation and may at its discretion extend the supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the Board and the supplier by amendment of the contract.

■ **Liability of Liquidated Damages**

Except Force Majeure, delay by the Supplier in performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to 'Liquidated Damages', clause 16 hereunder, unless an extension of time is agreed upon pursuant to '**Notification of Delay**' sub-clause 15.2 above without the application of liquidated damages.

16 LIQUIDATED DAMAGES

■ If the Supplier fails to successfully complete the works within the specified period, the Board shall, without prejudice to its other remedies under the Contract, deduct from the Performance Bank Guarantee, as liquidated damages, a sum equivalent to 1 (one) percent of the total contract value per week delay up to a maximum of 5 (five) percent of the total contract value. Once the maximum is reached, the Board may consider termination of the Contract.

■ Maximum deduction for the total liquidated damages payable to the Board shall not in any case exceed 5(five) percent of the total contract value.

17 SUSPENSION OF WORK

The Supplier shall not suspend whole or part of Work without serving notice to CECB in writing. The Supplier thereupon shall do all possible endeavours to reduce expenses or costs resulting from the suspension. Such suspension shall not nullify the contract.

18 TERMINATION FOR DEFAULT

Termination for Default

18.1.1 The Board, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate this Contract in whole or in part:

18.1.1.1 If the Supplier fails to perform any or all of the Works within the period or extension thereof granted by the Board,

or

18.1.1.2 If the supplier fails to perform any other obligations under the contract.

Liability for Excess Cost for Unperformed Work

In the event the Board terminates the Contract in whole or in part the Board may procure at the risk and cost of the supplier, upon such terms and in such manner as it deems appropriate, the equipment/works similar to those undelivered / unperformed and the supplier shall be liable to the Board for any excess costs for such similar equipment / works. However, the Supplier shall continue performance of the Contract till not terminated.

19 SETTLEMENT OF DISPUTE, ARBITRATION

All disputes or differences arising out of or in connection with the contract and supply of any item/equipment assigned under the same (whether during the progress of the works or after their completion, determination, abandonment or breach of the contract) shall be settled in accordance with the Arbitration and Conciliation Act, 1996. The Arbitral Tribunal shall consist of two (2) arbitrators appointed by the Chairman, CECB. It will not be an objection to any such appointment that the arbitrators are the Government Servants and had any interest in the Board or the contract entered into directly or indirectly. In all cases, the arbitrator shall state reason in their decision, in writing the amount of claim in dispute is Rs. One lakh/- and above, subject as aforesaid the provision of the Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof and the rules made there under and for the time being in force shall apply to the arbitration proceedings under this clause. Arbitration proceeding shall be held at Raipur, Chhattisgarh, India and the language of arbitration proceedings and that of all documents and communications between the parties shall be in English equally by both the parties.

It is a term of the contract that the party invoking the arbitration shall specify the dispute(s) to be referred to the arbitration under this clause together with the amount or amount claimed in respect of each such dispute.

It is also a term of the contract that if the supplier(s) do not make any demand for arbitration in respect of any claim (s) or dispute in writing after 90 days of receipt of the final bill of payment, the claim of the supplier will be deemed to have been waived and absolutely barred and the Board will be discharged and released of all liabilities under the contract in respect of these claims.

20 LAWS AND REGULATIONS

The formation, validity and performance of this Contract shall be governed as to all matters by and under the laws and regulations of India and courts of Raipur shall have exclusive jurisdiction in all matters arising under this contract. The Supplier shall respect and abide by all laws and regulations of India and shall make its best effort to ensure that the personnel of the Supplier and their dependents, while staying in India, shall respect and abide by all laws and regulations of India. The Supplier shall protect, absolve and indemnify the Board, and their representatives from any claim, loss or damage arising from any non-compliance alleged or proved, without claiming them for payment.

21 FORCE MAJEURE

Vendor shall not be considered in default if delay in delivery occurs due to causes beyond his control such as Acts of God, natural calamities, civil wars, strikes, fire, frost, flood, riots and acts of usurped power. A notification to this shall be given by the Vendor to the buyer. In the event of delay due to such cases a length of time equal to the same period will be given to vendor.

22 INJURY AND DAMAGE

■ Injury or Death of persons

The Supplier shall be liable for and shall indemnify the Board against any liability, loss claim or proceedings whatsoever arising under any statute or law in respect of personal injury, death or any disability caused while carrying out the works unless due to any act or neglect of the Board, or of any person for whom the Board is responsible.

■ Damage to Property

The Supplier shall be liable for and indemnify the Board against and insure and cause any Manufacturer and subcontractor to insure against any expense, liability, loss claim or proceedings in respect of any damage whatsoever to any real or personal property for any occurrence in so far as such damage arises out of or in the course of or by reason of the carrying out of the works and is due to any negligence, omission or default of the Supplier or any person for whom the supplier is responsible or any Manufacturer and subcontractor or person for whom the Manufacturers and subcontractors are responsible.

23 ROYALTY AND PATENTS

■ The Supplier shall pay all royalties and license fees for the use of any patented item, whether it may be an invention, method, arrangement, article, process or appliance used in connection with the performance of the Contract. The supplier shall indemnify and save harmless the Board against any and all costs, damages and expenses of any nature or kind

whatsoever which may arise out of or result from claim by any person, firm or corporation that the manufacture, purchase, use or sale of any of the inventions, methods, arrangements, articles, processes or appliances used in connection with the performance of this Contract infringes any patent of such other rights. The Supplier shall, at the request of the Board, defend the Board against any suit brought to enforce any such claim at the Supplier's expense.

■ In case any such patented item used on or in conjunction with the works is in suit held to constitute and infringement of its use enjoined, the supplier shall either secure for the Board the right to continue using the said item by suspension of the enjoinder, by procuring for the Board a license or otherwise, or will replace such items with a non-infringing item or modify it so that it becomes non-infringing or with the Board's approval remove the said enjoined item and refund to the Board the sums paid thereof.

24 EFFECTIVENESS

This Contract shall come into force and effect on the date of intimation of issuance of award of work and shall be in force until the works have been completed and all the payments have been made to the Supplier, except the obligation of the warranty period by the Supplier.

25 RESERVATION

CECB reserves the right to increase the quantity of goods to be delivered within a period of 1 month from the date of issuance of notification of award of the work with the same commercial and technical terms.

26 FORMS

Wherever a specific form is prescribed in this bidding document, the Bidder shall use the form to provide relevant information. If the form does not provide space for any required information, space at the end of the form or additional sheets shall be used to convey the required information.

For all other cases, the Bidder shall design a suitable form to furnish the required information. CECB shall not be bound to supply or to make provision for any form/format except those contained in the application form required for submission of bids.

27 INFLUENCING THE CHHATTISGARH ENVIRONMENT CONSERVATION BOARD

Any effort by a Bidder to influence the proposal evaluation, proposal comparison or contract award decisions may result in the rejection of his proposal. Bidder shall not approach CECB officers after office hours and/or outside CECB office premises, from the time the proposals opened till the time the contract awarded.

28 TECHNICAL CLARIFICATION

The CECB reserves the right to ask for technical elaboration/clarification in the form of technical presentation from the Bidder on Technical Proposals already submitted at any point of time before opening the Commercial Proposal. The Bidder shall furnish the required information to CECB officers and its appointed representative on the date asked for, at no cost to CECB. The CECB may at its discretion, visit the office of the Bidder any-time before the signing of Agreement.

29 CONFIDENTIALITY OF INFORMATION

As used herein, the term —Confidential Information means any information, including information created by or for the other party, whether written or oral, which relates to internal controls, computer or data processing programs, algorithms, electronic data processing applications, routines, subroutines, techniques or systems, or information concerning the business or financial affairs and methods of operation or proposed methods of operation, accounts, transactions, proposed transactions or security procedures of either party or any of its affiliates, or any client of either party, except such information which is in the public domain at the time of its disclosure or thereafter enters the public domain other than as a result of a breach of duty on the part of the party receiving such information. It is the express intent of the parties that all the business process and methods used by the Bidder in rendering the services hereunder are the Confidential Information of the Bidder.

The Bidder shall keep confidential, any information related to this tender, with the same degree of care as it would treat its own confidential information. The Bidders shall note that the confidential information will be used only for the purposes of this tender and shall not be disclosed to any third party for any reason what-so-ever.

At all time of the performance of the services, the Bidder shall abide by all applicable security rules, policies, standards, guidelines and procedures. The Bidder should note that before any of its employees or assignees is given access to the Confidential Information, each such employee and assignees shall agree to be bound by the term of this tender and such rules, policies, standards, guidelines and procedures by its employees or agents.

The Bidder should not disclose to any other party and keep confidential the terms and conditions of this Contract agreement, any amendment hereof, and any Attachment or Annexure hereof.

The obligations of confidentiality under this section shall survive rejection of the contract.

The successful bidder must maintain absolute confidentiality of the documents/maps/tools/data collected in any form including electronic media and any other data/information provided to him or collected during the execution of the work.

The bidder should not use the Project data for any purpose other than this work.

The Bidder must remove/ destroy the entire data from his custody after completion of the contract period. If at any stage it is found that the bidder is using the data provided by the client any time during the contract execution or after completion of the contract for any

other purposes, stringent legal action will be initiated as per applicable law of land and the contract will be terminated without assigning any reasons.

██████████ Bidder shall not disclose to any one, any information marked as confidential and communicated or made available or accessible by the firm during execution of the work.

30 LIMITATION OF LIABILITY

Limitation of liability shall be as per applicable law. The aggregate liability of the supplier/ selected bidder to the Purchaser, whether under the Contract, in tort, or otherwise, shall not exceed the amount specified in the Contract.

31 RIGHT OF MONITORING, INSPECTION AND PERIODIC AUDIT

The CECB reserves the right to inspect and monitor / assess the progress / performance at any time during the course of the Contract, with or without providing due notice to the Selected Bidder. The CECB may demand, and upon such demand being made, the selected bidder shall provide with any document, data, material or any other information required to assess the progress of the project. The CECB shall also have the right to conduct, either itself or through any another agency as it may deem fit, an audit to monitor the performance by the Selected Bidder of its obligations/functions in accordance with the standards committed to or required by the CECB and the Selected Bidder undertakes to cooperate with and provide to the CECB / any other Consultant/ Agency appointed by the CECB, all documents and other details as may be required by them for this purpose. Any deviations or contravention identified as a result of such audit/assessment would need to be rectified by the Selected Bidder failing which the CECB may, without prejudice to any other rights that it may have, issue a notice of default.

32 OBLIGATIONS OF THE CHHATTISGARH ENVIRONMENT CONSERVATION BOARD

The CECB representative shall interface with the selected bidder, to provide the required information, clarifications, and to resolve any issues as may arise during the execution of the Contract. CECB shall ensure that timely approval is provided to the selected bidder, where deemed necessary, which should include diagram / plans and all specifications related to services required to be provided as part of the Scope of Work. Any deliverable submitted to CECB for review and comments would be responded to within 15 working days.

33 INFORMATION SECURITY

The selected bidder shall not carry and/or transmit any material, information, layouts, diagrams, data, storage media or any other goods/material in physical or electronic form, which are proprietary to or owned by the CECB, out of premises, without prior written permission from the CECB. The selected bidder shall, upon termination of this agreement for any reason, or upon demand by CECB, whichever is earliest, return any and all information provided to the selected bidder by CECB, including copies or reproductions, both hard and electronic.

34 INDEMNITY

The selected bidder shall execute and furnish to the CECB, a Deed of Indemnity in favour of the CECB, in a form and manner acceptable to CECB, indemnifying CECB from and against any costs,

losses, damages, expenses, claims including those from third parties owing infringement or misappropriation of a patent, copyright, trademark and trade secret, arising or incurred inter- alia during and after the Contract period arising out of:

1. Negligence or wrongful act or omission in connection with or incidental to this Contract;
or
2. Any breach of any of the terms the Selected Bidder's Proposal as agreed, the Tender and this Contract by the Selected Bidder or its team.

The indemnity shall be to the extent of 100% of tender value in favour of the Chhattisgarh Environment Conservation Board (CECB).

35 CONFLICT OF INTEREST

The bidder shall disclose to CECB in writing, all actual and potential conflicts of interest that exist, arise or may arise (either for the Vendor or the Bidder's team) in the course of performing the service(s) as soon as practicable after it becomes aware of that conflict.

36 SEVERANCE

In the event any provision of the Contract is held to be invalid or unenforceable under the applicable law, the remaining provisions of this Contract shall remain in full force and effect.

37 NOTIFICATION OF AWARD

Prior to expiration of the period of bid validity, The Chhattisgarh Environment Conservation Board (CECB) will notify the successful bidder in writing about acceptance of the bid.

38 TECHNICAL SPECIFICATION

38.1 Specifications of Filter paper for PM10 particulate matter monitoring

Sl. No.	Parameter	Specification sought
1	Grade	EPM 2000
2	Shape	Rectangular sheet
3	Dimensions	203.2 x 254 mm
4	Material of Construction	100% pure Borosilicate glass
5	Temperature tolerance	≥ 550 degree C
6	Binder used in manufacturing	Nil/Free from binder
7	Particle retention efficiency in liquid for 2 µm size particles as per ASTM D 2986-91 test method	≥ 98.00%
8	Particle retention efficiency in air for 0.3 µm size particles as per ASTM D 2986-91 test method	≥ 99.95%
9	Thickness (at 53 kPa test pressure as per ASTM D 645-92 test method)	450 µm
10	Grammage/Basis weight	85 g/m ²
11	Wet Burst pressure (using 1 in ² of filter as test area)	≥ 12.4 kPa
12	Tensile strength M/D dry	≥ 6.3N/15 mm
13	Maximum Weight Loss as per EMSL/RTP-SOP-QAD-522 test method	≤ 0.75%/filter
14	Maximum alkalinity as per EPA/600/R94/038b/section 2.12 test method	≤ 25 µeq/g of filter
15	Lead content as per EPA 40 CFR Part 50	≤ 0.25 µg/filter

38.2 Specifications of Filter paper for PM 2.5 monitoring (Complying with the requirements of 40 CFR Part 50, Appendix L of the USEPA)

Sl. No.	Parameter	Specification sought
1	Material of construction	Poly Tetra Fluoro Ethylene (PTFE)
2	Filter thickness	40 ± 10 µm
3	Filter diameter	46.2 ± 0.25 mm
4	Support ring material	Poly Methyl Pentene (PMP) or equivalent Poly Propylene (PP)
5	Support ring thickness	0.38 ± 0.04 mm
6	Support ring width	3.68 mm
7	Pore size as measured by ASTM F 316-03 (2011)	≤ 2 µm
8	Collection efficiency as measured by DOP test (ASTM D 2986.91) with 0.3 µm particles at the sampler's operating face velocity.	≥ 99.7%
9	Pressure drop at 16.67 lpm clean air flow (ASTM D2986.91)	≤ 30 cm water column
10	Alkalinity as measured by Reference 2, section 13 of 40 CFR part 50 Appendix L	< 25 µeq/g filter
11	Moisture gain after 24 hour exposure to air of 40% RH, relative to weight after 24 hour exposure to air of 35% RH	≤ 10 µg
12	Concentrations of trace elements as per X-Ray Fluorescence (ng/cm ²)	Lead ≤ 4.8, Nickel ≤ 3.0, Arsenic ≤ 2.8

38.3 Specifications of Glass Micro Fibre filter Paper GF/A

Sl. No.	Parameter	Specification sought
1	Material of construction	Glass fibre
2	Filter Diameter	37 mm
3	Particle Retention efficiency in liquid for 1.6 µm size particles	≥ 98.00%
4	Grammage/Basis weight	53 ± 6 g/m ²
5	Collection efficiency with 0.3 µm particles at 32 lpm air flow rate	≥ 99.95
6	Thickness at 53 kPa test pressure	260 µm
7	Wet Burst pressure (using 1 in ² of filter as test area)	≥ 2 kPa
8	Tensile strength M/D dry	≥ 5.5 N/15 mm

ANNEXURES

Annexure 1: Organisational details form**Organisational details Form**

(To be printed on the letterhead of the organisation)

Sl. No.	Particulars	Details
1	Name of the organisation	
2	Country of incorporation	
3	Legal status in India*	
4	Date of incorporation in India	
	Name and address of the authorised Indian representative if the bidder is located out of India	
5	Complete address of Registered office in India	
	Trade license number and validity	
	Permanent Account Number	
	Goods and Services Tax registration number and validity	
6	Details of authorised signatory for this tender	
6.1	<ul style="list-style-type: none"> Name 	
6.2	<ul style="list-style-type: none"> Designation 	
6.3	<ul style="list-style-type: none"> Address of Office 	
6.4	<ul style="list-style-type: none"> Contact phone number 	
6.5	<ul style="list-style-type: none"> Electronic mail identity 	

*(Public or Private or Partnership or Limited Liability or Sole Proprietorship, etc.)

Place:

Date:

Legally Binding Signature of authorised signatory

Seal

Annexure 2: Clean track declaration

Clean track declaration

(To be printed on the letterhead of the organisation)

(Upload scanned image in Envelope A for online submission, submit hardcopy in Envelope A for offline submission)

Date:

To

The Member Secretary

Chhattisgarh Environment Conservation Board,

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

PIN-492002

Reference: RFP No: 04/HO/CECB/SCI/Filter Paper/E-Tender/2021-22

Sir,

(Strike out B. if not applicable)

- A. I have carefully gone through the entire bidding document. I, on behalf of my company/firm hereby declare that my company/firm is at present not blacklisted or debarred from any Government transactions due to any reason including corrupt and fraudulent practices, not having a service related dispute in any Government transaction and is not having any litigation pending in any court of law as on date. I further certify that I'm authorised by my company /firm to make this declaration.
- B. I have carefully gone through the entire bidding document. I, on behalf of my company/firm hereby declare that my company/firm was blacklisted or debarred from Government transaction or had a history of service related dispute in Government transaction and had litigation in court of law. The details of these are furnished in the table below. I further certify that I'm authorised by my company /firm to make this declaration.

Sl. No.	The Country related	The Government organisation related	Reasons	Duration (From - To)

Yours truly

Signature of the authorized signatory

.....

Seal

...

Annexure 3: Declaration of Annual turnovers attained and Income tax returns filed

Declaration of Annual turnovers attained and Income tax returns filed

(To be printed on the letterhead of the organisation)

Date:

To

The Member Secretary

Chhattisgarh Environment Conservation Board

Paryavas Bhavan, North Block, Sector-19, Nava Raipur Atal Nagar,

District-Raipur (C.G.)

PIN-492002

Reference: RFP No: 04/HO/CECB/SCI/Filter Paper/E-Tender/2021-22

Sir,

- A. I/we hereby declare that my/our company/firm had attained annual turnovers as furnished below. I/we have also attached Audited financial statements with this annexure.

Financial year	2018-19	2019 – 20	2020 - 21
Annual turnover (Rs. Crores)			

And,

- B. I/we hereby declare that my/our company/firm had filed Income tax returns for the assessment years 2018-19, 2019-20, and 2020-21. I/we have also attached copies of acknowledgements with this annexure.

Yours truly

Signature of the authorized signatory

.....

Seal

...

Annexure 4: Declaration for acceptance of Tender Terms and Conditions

Declaration for acceptance of Tender Terms and Conditions

(To be printed on the letterhead of the organisation and to be submitted in Envelope A)

Date:

To

The Member Secretary
Chhattisgarh Environment Conservation Board
Paryavas Bhawan, North Block, Sector-19, Nava Raipur Atal Nagar,
District-Raipur (C.G.)
PIN-492002

Reference: RFP No: 04/HO/CECB/SCI/Filter Paper/E-Tender/2021-22

Sir,

I/we have carefully gone through the Terms & Conditions mentioned in the bid document mentioned. I/we declare that all the provisions laid down in this document are acceptable to my/our company. I/we further certify that I'm authorised by my company /firm to make this declaration.

Yours truly

Signature of the authorized signatory

.....

Seal

...

Annexure 5: Format for Power of Attorney

(To be printed on a Non Judicial Stamp Paper of value ₹ 100. To be submitted in Envelope A. Upload soft copy during online submission; submit the original during offline submission)

Date:

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 'Supply of Filter Papers for monitoring of concentrations of PM10 and PM2.5 Particulate matters', vide Invitation for RFP No: 04/HO/CECB/SCI/Filter Paper/E-Tender/2021-22 dated --/--/2022 issued by The Member Secretary, Chhattisgarh Environment Conservation Board (CECB), Paryavas Bhawan, North Block, Sector-19, Nava Raipur Atal Nagar, District-Raipur (C.G.) PIN 492002, including signing and submission of all documents and providing information and responses to clarifications/enquiries etc. as may be required by the Chhattisgarh Environment Conservation Board or any governmental authority, representing us in all matters before Chhattisgarh Environment Conservation Board, Paryavas Bhawan, North Block, Sector-19, Nava Raipur Atal Nagar, District-Raipur (C.G.), PIN 492002, and generally dealing with CECB in all matters in connection with our Proposal for the work mentioned.

We hereby agree to ratify all acts, deeds and things lawfully done by our aforesaid 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 _____) (Name, Title and Address of the Attorney)

Notes:

1. To be executed by the Bidder.
2. 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.
3. 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 executant(s).

Annexure 6: Checklist**Checklist**

Name of Bidder :

Name of Manufacturer :

Sl. No.	Activity	Compliance Yes/No/NA	Remarks
	Envelope A		
1.	Submitted Organisational details form, Annexure 1		
2.	Submitted Declaration regarding clean track, Annexure 2		
3.	Submitted Certificate of authorisation issued by the OEM indicating that the bidder is an authorised representative located in India if offer is submitted by authorized representative. Only one nomination from the OEM shall be accepted.		
4.	Submitted Declaration of annual turnovers and of ITRs filed, Annexure 3.		
5.	Attached Audited financial statements for the three financial years mentioned with Annexure 3.		
6.	Attached Acknowledgements of ITRs for the three assessment years mentioned with Annexure 3		
7.	Submitted Work order/s, and Payment certificates as proof of supply of same or similar filter papers within the last three financial years.		
8.	Submitted Certificate of Incorporation.		
9.	Submitted Trade license.		
10.	Submitted Valid Quality certificate for the filter papers obtained from a national or international Standard Body.		
11.	Submitted PAN card.		
12.	Submitted GST registration certificate.		
13.	Submitted Acceptance of the Terms and Conditions laid down in this bid document, Annexure 4		
14.	Submitted Power of Attorney, Annexure 5		
15.	Submitted Checklist, Annexure 6		
16.	Submitted DD for Tender fee payment		
17.	Submitted DD for EMD		

Sl. No.	Activity	Compliance Yes/No/NA	Remarks
	Envelope B		
1.	Submitted Company profile		
2.	Submitted Techno commercial Bid Form, Annexure 7		
3.	Submitted filled-in Specification Form, Annexure 8		
	Envelope C		
1.	Price Bid Form, Annexure 9		
2.	Price Break up Form, Annexure 10 in MS Excel sheet		

Signature of the authorized signatory

Seal ...

Annexure 7: Techno commercial Bid Form

(To be printed on the letterhead of the organisation and to be submitted in Envelope B in both hard copy and e-copy)

Date :

Bid No. :

Techno commercial Bid Form

To

The Member Secretary
Chhattisgarh Environment Conservation Board
Paryavas Bhawan, North Block, Sector-19,
Nava Raipur Atal Nagar, District-Raipur (C.G.), PIN –492002

1. Having examined the bidding documents, we, the undersigned, offer to supply and deliver all of the goods and complete the whole of the works and remedy any defects therein, in conformity with the bidding documents mentioned.
2. We undertake, if our Bid is accepted, to commence the work within days and to complete the whole of works and remedy any defects therein within Calendar days calculated from the date of issuance of the Work order.
3. We agree to abide by this bid for a minimum period of 180 calendar days from the date of opening of Tender.
4. Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof, shall constitute a binding contract between us.
5. We understand that you are not bound to accept the lowest of any bid you may receive, and that you will not defray any expenses incurred by us in bidding.

Yours truly

Signature of the authorized signatory

Seal ...

Annexure 8: Specification Form**Specification Form**

(Bidder is requested to furnish specifications offered in column 3 against specifications sought in column 2)

1. Filter paper for monitoring of PM10 particulate matter:

Sl. No.	Parameter	Specification sought	Specification offered
	Column 1	Column 2	Column 3
1	Grade	EPM 2000	
2	Shape	Rectangular sheet	
3	Dimensions	203.2 x 254 mm	
4	Material of Construction	100% pure Borosilicate glass	
5	Temperature tolerance	≥ 550 degree C	
6	Binder used in manufacturing	Nil/Free from binder	
7	Particle retention efficiency in liquid for 2 µm size particles as per ASTM D 2986-91 test method	≥ 98.00%	
8	Particle retention efficiency in air for 0.3 µm size particles as per ASTM D 2986-91 test method	≥ 99.95%	
9	Thickness (at 53 kPa test pressure as per ASTM D 645-92 test method)	450 µm	
10	Grammage/Basis weight	85 g/m ²	
11	Wet Burst pressure (using 1 in ² of filter as test area)	≥ 12.4 kPa	
12	Tensile strength M/D dry	≥ 6.3N/15 mm	
13	Maximum Weight Loss as per EMSL/RTP-SOP-QAD-522 test method	≤ 0.75%/filter	
14	Maximum alkalinity as per EPA/600/R94/038b/section 2.12 test method	≤ 25 µeq/g filter	
15	Lead content as per EPA 40 CFR Part 50	≤ 0.25 µg/filter	

2. Filter paper for monitoring of PM 2.5 particulate matter (Complying with the requirements of 40 CFR Part 50, Appendix L of the USEPA)

Sl. No.	Parameter	Specification sought	Specification offered
	Column 1	Column 2	Column 3
1	Material of construction	Poly Tetra Fluoro Ethylene (PTFE)	
2	Filter thickness	40 ± 10 µm	
3	Filter diameter	46.2 ± 0.25 mm	
4	Support ring material	Poly Methyl Pentene (PMP) or equivalent Poly Propylene (PP)	
5	Support ring thickness	0.38 ± 0.04 mm	
6	Support ring width	3.68 mm	
7	Maximum Pore size as measured by ASTM F 316-03 (2011)	2 µm	
8	Collection efficiency as measured by DOP test (ASTM D 2986.91) with 0.3 µm particles at the sampler's operating face velocity.	≥ 99.7%	
9	Maximum Pressure drop at 16.67 lpm clean air flow (ASTM D2986.91)	30 cm water column	
10	Alkalinity as measured by Reference 2, section 13 of 40 CFR part 50 Appendix L	< 25 µeq/g of filter	
11	Moisture gain after 24 hour exposure to air of 40% RH, relative to weight after 24 hour exposure to air of 35% RH	≤ 10 µg	
12	Concentrations of trace elements as per X-Ray Fluorescence (ng/cm ²)	Lead ≤ 4.8, Nickel ≤ 3.0, Arsenic ≤ 2.8	

3. Glass Micro Fibre filter Paper GF/A

Sl. No.	Parameter	Specification sought	Specification offered
	Column 1	Column 2	Column 3
1	Material of construction	Glass fibre	
2	Filter Diameter	37 mm	
3	Particle Retention efficiency in liquid for 1.6 µm size particles	≥ 98.00%	
4	Grammage/Basis weight	53 ± 6 g/m ²	
5	Collection efficiency with 0.3 µm particles at 32 lpm air flow rate	≥ 99.95	
6	Thickness at 53 kPa test pressure	260 µm	
7	Wet Burst pressure (using 1 in ² of filter as test area)	2.06 kPa	
8	Tensile strength M/D dry	≥ 5.5 N/15 mm	

Annexure 9: Price Bid Form

(To be printed on the letterhead of the organisation and image of this Form to be uploaded to Envelope C online only. Must abide by the requirements of clause 4.1.20)

Date :

Bid No. :

Price Bid Form

To

The Member Secretary
Chhattisgarh Environment Conservation Board
Paryavas Bhawan, North Block, Sector-19,
Nava Raipur Atal Nagar, District-Raipur (C.G.), PIN –492002

1. Having examined the bidding documents, we, the undersigned, offer to supply and deliver all of the goods and complete the whole of the works and remedy any defects therein, in conformity with the bidding documents mentioned for a grand total sum of ₹ (in numbers) (in words) exclusive of all taxes.
2. Taxes in total for the supply will be ₹ (in numbers).
..... (in words).
3. We undertake, if our Bid is accepted, to commence the work within days and to complete the whole of works and remedy any defects therein within Calendar days calculated from the date of notification of issuance of the.
4. We agree to abide by this bid for a minimum period of 180 calendar days from the date of opening of Tender.
5. Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof, shall constitute a binding contract between us.
6. We understand that you are not bound to accept the lowest of any bid you may receive, and that you will not defray any expenses incurred by us in bidding.

Yours truly

Signature of the authorized signatory

Seal ...

Annexure 10: Price break-up Form**Price break-up Form**

(To be filled and submitted by the bidder in the MS Excel sheet downloaded from the e-tender portal only and must be uploaded to "Envelope C" online only. Must abide by the requirements of clause 4.1.20)

1. Filter paper for monitoring of PM10 particulate matter

Quantity: 310 Packets of 100 sheets each

Sl. No.	Parameter	Specification sought	Price per packet offered exclusive of all taxes (Rs./Packet of 100 sheets)
1	Grade	EPM 2000	
2	Shape	Rectangular sheet	
3	Dimensions	203.2 x 254 mm	
4	Material of Construction	100% pure Borosilicate glass	
5	Temperature tolerance	≥ 550 degree C	
6	Binder used in manufacturing	Nil/Free from binder	
7	Particle retention efficiency in liquid for 2 µm size particles	≥ 98.00%	
8	Particle retention efficiency in air for 0.3 µm size particles	≥ 99.95%	
9	Thickness	450 µm	
10	Grammage/Basis weight	85 g/m ²	
11	Wet Burst pressure	≥ 12.4 kPa	
12	Tensile strength M/D dry	≥ 6.3N/15 mm	
13	Maximum Weight Loss	≤ 0.75%/filter	
14	Maximum alkalinity	≤ 25 µeq/g of filter	
15	Lead content as per EPA 40 CFR Part 50	≤ 0.25 µg/filter	
Total price for 310 packets exclusive of all taxes			
Total taxes for 310 packets			

2. Filter paper for monitoring of PM 2.5 particulate matter (Complying with the requirements of 40 CFR Part 50, Appendix L of the USEPA)

Quantity: 380 Packets of 50 discs each

Sl. No.	Parameter	Specification sought	Price per packet offered exclusive of all taxes (Rs./Packet of 50 discs)
1	Material of construction	Poly Tetra Fluoro Ethylene (PTFE)	
2	Filter thickness	40 ± 10 µm	

3	Filter diameter	46.2 ± 0.25 mm	
4	Support ring material	Poly Methyl Pentene (PMP) or equivalent Poly Propylene (PP)	
5	Support ring thickness	0.38 ± 0.04 mm	
6	Support ring width	3.68 mm	
7	Maximum Pore size	2 µm	
8	Collection efficiency with 0.3 µm particles at the sampler's operating face velocity.	≥ 99.7%	
9	Maximum Pressure drop at 16.67 lpm clean air flow	30 cm water column	
10	Alkalinity	< 25 µeq/g of filter	
11	Moisture gain	≤ 10 µg	
12	Concentrations of trace elements (ng/cm ²)	Lead ≤ 4.8, Nickel ≤ 3.0, Arsenic ≤ 2.8	
Total price for 380 packets exclusive of all taxes			
Total taxes for 380 packets			

3. Glass Micro Fibre filter Paper GF/A, in sealed packet of 100 discs

Quantity: 190 Packets of 100 discs each

Sl. No.	Parameter	Specification sought	Price per packet offered exclusive of all taxes (Rs./Packet of 100 discs)
1	Material of construction	Glass fibre	
2	Filter Diameter	37 mm	
3	Particle Retention efficiency in liquid for 1.6 µm size particles	≥ 98.00%	
4	Grammage/Basis weight	53 ± 6 g/m ²	
5	Collection efficiency with 0.3 µm particles at 32 lpm air flow rate	≥ 99.95	
6	Thickness	260 µm	
7	Wet Burst	2.06 kPa	
8	Tensile strength M/D dry	≥ 5.5 N/15 mm	
Total price for 190 packets exclusive of all taxes			
Total taxes for 190 packets			

Grand total price exclusive of all taxes (in numbers) = ₹

Grand total price exclusive of all taxes (in words) = ₹

Grand total of taxes (in numbers) = ₹

Grand total of taxes (in words) = ₹

Place:

Date:

Signature of the authorized signatory

.....

Name of the organisation:

.....

Seal

Annexure 11: Quantity and locations of delivery**Quantity and locations of delivery**

Sl. No.	Location	Requirement (Packet)		
		PM10	PM2.5	GF/A
1	Regional Office, Chhattisgarh Environment Conservation Board, Commercial complex, Chhattisgarh Housing Board Colony, Kabir Nagar, Raipur	50	60	30
2	Regional Office, Chhattisgarh Environment Conservation Board, 5/32 Bangla, Bhilai, Durg	50	60	30
3	Regional Office, Chhattisgarh Environment Conservation Board, Vyapar Vihar, Pt. Deendayal Upadhyay Park, Bilaspur	50	60	30
4	Regional Office, Chhattisgarh Environment Conservation Board, Near Tehsil Office, Rampur, Korba	50	60	30
5	Regional Office, Chhattisgarh Environment Conservation Board, TV Tower Road, Raigarh	50	60	30
6	Regional Office, Chhattisgarh Environment Conservation Board, H.I.G. 5, Aghanpur Colony, Dharam Pura, Jagdalpur	30	40	20
7	Regional Office, Chhattisgarh Environment Conservation Board, Bajrang Bhawan, Namnakala, Ambikapur	30	40	20
Total		310	380	190
Grand total				880