

**Tender document to Local Transportation of  
International Coir Exhibition titled as Coir Kerala 2017  
at Alleppey**

**Tender Ref. No.FMIL/412/492/2017**

The Last date fortender submission	<b>03.00 PM on 22. 09. 2017</b>
The date for Technical bid opening	<b>3.30 PM on 22. 09. 2017</b>
The date for Financial bid opening	<b>11 AM on 25. 09. 2017</b>

**FOAM MATTINGS (INDIA) LTD.**

PB# 4619, Beach Road Alappuzha, 688 012, Kerala, S.India

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### **TENDER NOTICE**

TENDER NO: FMIL/412/492/2017

15.09.2017

Department of Coir Development proposes to organize International Coir Fair named "Coir Kerala 2017" during 5<sup>th</sup> – 9<sup>th</sup> October 2017 at EMS stadium, Alappuzha. The event shall have facilities like International and National Exhibitions, business meet, workshops, seminars, cultural programs, live demonstration in production procedures of traditional coir processing works, field visits for demonstrating various applications of Coir and auxiliary products etc in various places at Alappuzha, 1) EMS Municipal Stadium (Main Events), 2) Conference Hall of Administrative Office, Coir Machinery Manufacturing Company, Chungam (Seminars), 3) Buyer Seller Meet at a Star Hotel in Alleppey, 4) Field visits and other activities at various places of Ambalappuzha and Cherthala thaluk's.

Foam Mattings (INDIA) Ltd, on behalf of Department of Coir Development is inviting tenders from reputed qualified transporters / agencies / Tour operators having reputation and proven track record for Local Transportation arrangements for Coir Kerala 2017. The Tender form can be downloaded from our website **www.fomil.com**.

The bidders should satisfy following eligibility criteria and the bids submitted by the bidders who do not fulfill the eligibility criteria will be summarily rejected.

### **General Criteria**

1. This tender is invited for providing local transportation services for International Coir Exhibition titled as Coir Kerala 2017.
2. The tender should be quoted as per tender norms and documentary proofs of all eligibility fulfilling details should be submitted along with the tender.
3. Transportation Committee, Coir Kerala 2017 reserves the right to cancel any or all tenders without assigning any reason whatsoever.

4. The offers shall be submitted in two cover system ie., Technical Bid and Price Bid. First cover is the **Technical Bid** and shall contain Technical details. The second cover is **Financial bid** and the bidder should quote his price in this cover only.
5. The bid must pay an Earnest Money Deposit (EMD) of Rs. 5000/- (Rupees Five Thousand only). The EMD should be remitted by Demand Draft in favor of Managing Director, Foam Mattings India Ltd, payable at Alappuzha.. The EMD of the successful bidder shall be treated as a part of the security deposit. The EMD of the unsuccessful bidder will be refunded without any interest within 30 days from the date of issue of work order to the successful bidder.
6. Rates quoted by the bidder is final and shall be valid for a period of three months from the date of opening of the tender. No enhancement will be allowed under any circumstances.
7. The successful bidder should provide services for 6 days, tentatively from 4<sup>st</sup> October 2017 to 9<sup>th</sup> October 2017. If there is any change, that will be intimated to the successful bidder by the Transportation Committee, and the bidder should be capable to regulate the arrangements accordingly.
8. The service is to be arranged within the stipulated time period on receipt of the firm order. In case the successful bidder is unable to provide service within the time limit prescribed by Transportation Committee, the service order is likely to be cancelled and alternate arrangements will be made by Transportaion Committee, from elsewhere and the earnest money deposited collected from the successful bidder will be forfeited.
9. In cases where a successful tenderer, after having made partial work and services, fails to fulfill the contracts in full, the Chairman, Transportation Committee, Coir Kerala 2017, reserves the right to obtain the service from the next higher tenderer and the loss, if any, caused to the Transportation Committee, Coir Kerala 2017 will be recovered from the defaulting tenderer.
10. Agreement: The Successful bidder within 7 days of getting confirmed work order has to enter an agreement with Transportation Committee, Coir Kerala 2017 in Rs.200 worth non judicial stamp paper.

11. Authority: The authority for the acceptance of the tenders rests exclusively with the Transportation Committee, Coir Kerala 2017. Transportation Committee, Coir Kerala 2017 does not undertake to accept the lowest or any particular tender or to assign any reason whatsoever for the rejection of any tender.
12. A Travel Desk at EMS Stadium is to be provided by the party (Space will be provided by Coir Kerala 2017).
13. Payment Terms: The following terms of payment shall be applicable for the contract :-
- Payment against successful completion of the event.
  - Payment will be made on receipt of trip sheet with trip details and guest signature countersigned by transportation committee officials.
  - Payments will be made only for the executed assignments.
14. Disputes: Any dispute / differences between the parties arising out of and in connection with the contract shall be settled amicably by mutual negotiations. Unresolved disputes/ differences, if any, shall be settled by Arbitration and the arbitration proceedings shall be conducted at Alappuzha (India) in English language, under the Indian Arbitration and Conciliation Act, 1996. Unsettled disputes will be referred to courts in Alappuzha, Kerala as jurisdiction.
15. At any time prior to the deadline for submission of tenders, the Transportation Committee, Coir Kerala 2017 may, for any reason deemed fit by it, modify/amend the tender documents by issuing suitable amendment(s)/ corrigendum's to it. Corrigendum to this tender shall be published in the web sites [www.fomil.com](http://www.fomil.com), [www.coirkeralafair.com](http://www.coirkeralafair.com), [www.coir.kerala.gov.in](http://www.coir.kerala.gov.in).

## **In case of doubt:**

If the bidder has any doubt on technical specifications or on terms & conditions stipulated above, please contact **Dr. S. Ratnakumaran, Working Chairman Mob: +91 9847547550 or Mrs. Indhira K.M. Mob: +91 9495016149 or Email : [mdfomil@yahoo.com](mailto:mdfomil@yahoo.com), [fomilprojects@gmail.com](mailto:fomilprojects@gmail.com)**

## Eligibility Criteria (Technical)

1. The bidder should have experience in providing local transportation for similar events and preferably having minimum 3 years market presence (Attested copies of supporting documents to be attached).
2. The bidder shall have experience in providing Event based local transportation services as per the requirements of Government Departments / Central PSUs / State PSUs / State Govt./ Statutory Corporations (Supporting documents should be provided as proof of the above).
3. The bidder should have experience in providing local transportation services in minimum one State Level Events / VIP - Protocol conscious events in last three years anywhere in India. (Attested copies of supporting documents should be attached along with the Tender).
4. The bidder should have minimum annual turnover of 5 lakhs each in last two years. (Attested copies should be attached along with the Tender)
5. A Self declaration to the effect that the bidder has not been blacklisted by any of the departments/organizations of the Govt. of India / State Govt / PSUs; should be attached along with the Tender.
6. The bidder should have a valid PAN/GST registration; attested copy of same should be attached along with the Tender.
7. The Transportation agency should submit the list of vehicles owned by them along with the Tender.
8. In case the Agency doesn't have sufficient owned vehicles with them, alternate arrangements planned for the fulfillment of the assignment is to be clearly specified in the Tender.

## **Tender Submission:-**

Tender should be submitted by the interested agencies in two sealed covers (Technical Bid- Annexure 1 & Financial Bid – Annexure - 2) to *The Managing Director, Foam Mattings India Ltd, Beach Road, Alappuzha – 688 012 before 3 PM, 22.09.2017. Tender document can be downloaded from our web sites [www.fomil.com](http://www.fomil.com), [www.coirkeralafair.com](http://www.coirkeralafair.com), [www.coir.kerala.gov.in](http://www.coir.kerala.gov.in).*

- |                                 |                                    |
|---------------------------------|------------------------------------|
| 1. Cost of tender form          | - Rs. 300.00 + GST @18% (Rs.354/-) |
| 2. Bid submission starting date | - 15.09.2017, 09.00 AM             |
| 3. Bid submission ending date   | - 22.09.2017, 03.00 PM             |
| 4. EMD (DD)                     | - Rs. 5000.00                      |
| 5. Technical Bid Opening date   | - 22.09.2017 03.30 PM              |
| 6. Financial Bid opening date   | - 25.09.2017 11 AM                 |

**Note:-** Bidder shall remit the tender document fee of Rs.354/- and EMD of Rs.5,000/-by Demand Draft in favor of Managing Director, Foam Mattings India Ltd, payable at Alappuzha, along with the Tender, failing which the Tender will be rejected. The Technical and financial bids shall be submitted in separate covers.

The bids will be opened in the presence of such bidders / authorized representatives present at the prescribed time of opening at the Coir Kerala Office at Kerala State Coir Corporation, Vazhicherry Ward, Alappuzha, 688001 ( Phone No: 0477-2240104, 2240106 ) Technical Bids will be opened first. Bidders should be present with relevant records and should be prepared for a presentation before the Transportation Committee, if required.

Financial bids of successful Technical bidders will be opened on 25.09.2017, 11AM at the same venue.

Foam Mattings (INDIA) Ltd, reserves the right to reject or accept any tender either partially or wholly or to cancel the tendering process without assigning any reason, and the bidders shall not be eligible for any compensation in that event.

Sd/-

Managing Director,  
Foam Mattings (India) Ltd

## Annexure – 1

<b>Technical Bid</b>		
<b>Sl.No</b>	<b>Criteria</b>	<b>Details</b>
1	Name and Address of the Cab/Car service Agency	
2	Contact person, Email, Mobile Number	
3	Agency in operation since (specify year)	
4	Past experience in providing event based transportation (Provide supporting documents)	
5	Specify experience in providing transportation services to events of Central/State governments, PSU's etc (attach copies of supporting documents)	
6	State whether blacklisted by Central/State Government, PSU's. (Provide an undertaking by the agency)	
7	Annual turnover in Rupees, in the past two years. (should be minimum of Rs.5 Lakhs/annum). Supporting documents should be provided with the bid	
8	List of owned vehicles (Provide list)	
9	List of vehicles that can be arranged, if not having sufficient owned vehicles (Provide list)	
10	PAN Number	
11	GST registration details, if registered	
<p>Note: Technical bid duly filled along with supporting documents should be submitted in a cover super scribed "Technical Bid". Any additional details regarding the Agency's performance can also be submitted in this cover, if the agency wishes so.</p>		

**Signature:**

**Name:**

**Date:**

## Annexure 2

### *Financial Bid*

**Bidder Name:-**

Sl No	Vehicle Description	Quoted rate in Rs.
1	Premium cars (Toyota Innova, Mahindra Xylo, Maruti Ertiga.)	
	80 Km 8hrs	
	Extra Km	
	Extra hour	
	Bata	
2	Saloon cars (Toyota Etios, Maruti Swift Dezire, Ford Figo, Tata Indigo, Mahindra Verito)	
	80 Km 8hrs	
	Extra Km	
	Extra hour	
	Bata	
3	17 Seater Luxury Air Conditioned Bus	
	80 Km 8hrs	
	Extra Km	
	Extra hour	
	Bata	
4	35 Seater Luxury Air Conditioned Bus	
	80 Km 8hrs	
	Extra Km	
	Extra hour	
	Bata	

Note: This template must not be modified/ replaced by the bidder. Bidders are allowed to enter the bidder name and values only. Additional information if any, furnish in separate sheet along with the bid.

Date:

Signature.....

Name.....



## ANNEXURE 3

### AGREEMENT

Articles of agreement executed on the ..... day of ..... between the Convenor, Transportation Committee, Coir Kerala 2017 (hereinafter referred to as 'Convenor') on the one part and Shri..... (H.E.name and address of the tenderer) (hereinafter referred to as "the bounden" on the other part.

WHEREAS in response to the Tender No. ....dated ..... bounden has submitted to the Convenor a tender for the ..... specified therein subject to the terms and conditions contained in the said tender;

WHEREAS the bounden has also deposited with the Convener a sum of Rs..... as earnest money for the execution of an agreement undertaking the due fulfillment of the contract in case his tender is accepted by the Convener.

NOW THESE PRESENTS WITNESS and it is hereby mutually agreed as follows:

1. In case the tender submitted by the bounden is accepted by the Convener and the contract for ..... is awarded to the bounden, the bounden shall within .....days of acceptance of his tender, execute an agreement with the Convener incorporating all the terms and conditions under which the Convener accepts his tender.
2. In case the bounden fails to execute the agreement as aforesaid incorporating the terms and conditions governing the contract the Convener shall have power and authority to recover from the bounden any loss or damage caused to the Convener by such breach as may be determined by the Convener by appropriating the earnest money deposited by the bounden and if the earnest money is found to be inadequate the deficit amount may be recovered from the bounden and his properties movable and immovable in the manner hereinafter contained.
3. All sums found due to the Convener under by virtue of this agreement shall be recoverable from the bounden and his properties movable and immovable under the provisions of the Revenue Recovery Act for the time being in force as though such

sums are arrears of land revenue and in such other manner the Convener may deem fit.

In witness whereof Shri. ....(H.E. name and designation) Convenor, Transportation Committee, Coir Kerala 2017 (Convenor) and Shri ..... the bounden have hereunto set their hands the day and year shown against their respective signatures.

Signed by Shri. .... (date) ..... in the presence of witnesses:

1. ....
2. ....

Signed by Shri ..... (date) .....in the presence of witnesses:

1. ....
- .....