



NATIONAL INSTITUTE FOR MICRO, SMALL AND MEDIUM ENTERPRISES

(An Organization of Ministry of MSME & ISO 9001:2015 certified)
Yousufguda, Hyderabad – 500 045; Ph: 040-23633206, 213

NOTICE INVITING TENDER

ni-msme is an organization of Ministry of MSME, Govt. of India invites “**sealed quotations**” from reputed agencies/firms for supply and installation of GYM equipment to **ni-msme**” Tender Documents (both Technical & Financial) in sealed cover to be submitted on or before **05.07.2022** through Courier/Speed Post/by hand. For more details please contact/visit the website. www.nimsme.org. **sd/- Admn. & Accounts Officer**



National Institute for Micro, Small and Medium Enterprises
(An organization of Ministry of MSME, ISO 9001:2015 certified, Govt. of India)
Yousufguda, Hyderabad - 500 045.

TENDER NOTICE

No. ni-msme/GYM equipment/

Date: 20.06.2022

National Institute for Micro, Small and Medium Enterprises (ni-msme), Yousufguda, Hyderabad invites **sealed quotations** from reputed firms/agencies to supply and installation of GYM Equipment to ni-msme, Hyderabad. The sealed quotations may be submitted **on or before 05.07.2022, 17:00 PM** to the **Director General, ni-msme, Yousufguda, Hyderabad - 500 045** through **Speed Post/Courier/by hand**.

Eligibility:

1. Firms/Agencies should have minimum 10 years' experience of providing these goods as mentioned above.
2. Firms/Agencies should have valid GST Registration No./PAN/Firm Registration Certificate from the competent authority or a valid identity proof.
3. Firms/Agencies should quote their rates for supply and installation of all the GYM Equipment provided by them with EOI in Annexure-I.

The firms/agencies would be shortlisted on the basis of the evaluation criteria i.e., eligibility, experience in the field etc. by the designated Committee. The selected firms/agencies shall be awarded the work for supply and installation of the goods.

The last date for submission of tender is **05th July, 2022**. The validity of the offer (bid) will be 120 days from the last date of submission of the tender.

The Director General reserves the right to accept or reject any tender or part thereof without assigning any reason whatsoever.

Director General
ni-msme, Yousufguda, Hyderabad

INFORMATION SHEET

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|--|---|
| Tender No. Date: | nimsme/GYM Equipment/ 20.06.2022 |
| Issue of Tender Forms | Tender Documents can be downloaded from the Institute's website www.nimsme.org |
| Last Date for submission of Tender | 05 th July, 2022 at 5:00 PM |
| Validity of the offer/bid | 120 days from the last date mentioned above |
| Opening of Tender | Date: 06 th July, 2022 at 11:00 AM at ni-msme, Hyderabad |
| Contact Person and Address for enquiry and submission of sealed tender documents | Admn & Accounts Officer ni-msme, Yousufguda, Hyderabad - 500 045. Phone: 040-23633206, 213 email: nimsme-admn@nimsme.org |
| Website | www.nimsme.org |

INSTRUCTIONS TO BIDDERS

1. Sealed quotations are hereby invited for **supply and installation of GYM Equipment** to ni-msme Campus, Hyderabad. The Terms & Conditions in respect of tenders are as under:
 - (i) The tender shall be in a single-cover (i.e., technical and financial) system.
Technical (first cover): Containing information regarding experience, business turnover and other details to evaluate the suitability of the tenderer.
Financial (second cover) - Financial Commercial Bid (Quotation).
 - (ii) The Technical and Financial Bids will be opened at ni-msme, Hyderabad on **06th July, 2022 at 11:00 am** in the presence of designated Committee of the institute.
 - (iii) Director General, ni-msme reserves the right to reject the tenders not conforming to the prescribed requirements and non-submission of required documents. No correspondence thereof shall be entertained whatsoever.
 - (iv) The tenderer should submit the technical sheet & financial bid, both are kept in a big envelope and sealed properly and super-scribed **“Supply & Installation of GYM Equipment to ni-msme Campus”**.
 - (v) Tenders should be addressed to the Admn. & Accounts Officer, National Institute for Micro, Small and Medium Enterprises, Yousufguda, Hyderabad - 500 045.
 - (vi) The following information to be indicated on the envelope cover.
 - a) Tender for Supply & Installation of GYM Equipment to ni-msme Campus.
 - b) Name of firm/agency
 - c) GST Registration No.
 - d) PAN No. etc.
 - e) Clearly indicate on the inside envelopes "TECHNICAL BID" OR "FINANCIAL BID".
 - f) All enclosures shall be numbered and indicate the number of attached documents in technical bid form for reference.

Tenderer's Name, Signature & Stamp

Brief Description of Scope of Work, Terms & Conditions

1. National Institute for Micro, Small and Medium Enterprises (ni-msme) is an organization of Ministry of MSME, Govt. of India provides training to National and International participants. ni-msme also provide facilities of GYM in the campus to in-house International/National participants.
2. The tenderer should quote their rates for all GYM equipment for the given items in Annexure-I in their respective letter heads. Alterations will not be allowed. Every page of the tender form should be signed by the tenderer himself. Attested copies of the GST Registration Number of the agency/ proprietor(s), Permanent Account Number (PAN) shall be enclosed.
3. ni-msme has old GYM equipment at present and would like to procure new GYM equipment with buy back offer. The tenderer may visit the ni-msme Campus before quoting their rates as per Annexure-I for inspection of existing (old) GYM Equipment with buy back offer.
4. The tenderer should sign on every paper of the tender as a confirmation of acceptance of the terms & conditions mentioned on each paper as this will be a part of agreement.
5. The tenderer shall have a minimum ten (10) years of experience in supply of the GYM Equipment without blacklisting their name in any company/organization.
6. The successful firm/agency to provide Comprehensive AMC / non-Comprehensive AMC if required, after the warranty of the equipment.
7. The Director General, ni-msme reserves the right to accept or reject any tender without assigning any reason, bifurcate the whole tender in two tenders (without effecting the existing terms & conditions of the contract) or cancel any part of the tender.
8. The tenderer while submitting the tender would be deemed to have considered and accepted all the terms and conditions of contract. No verbal or written enquiry will be entertained in respect of acceptance or rejection of the tender.
9. The tenderer should submit along with their tender, copies of the PAN Card, GST Registration number, Firm/Agency Registration Certificate etc.
10. The tenderer should submit copy of Annual Turnover for the last three financial years.
11. The successful firm/agency shall not transfer the work order to any other firm/agency in any manner. If found subletting in any manner the work order will stand cancelled without prior notice.
12. Director General, ni-msme, Hyderabad reserves the right to accept or reject any bid(s) without assigning any reasons.

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TECHNICAL DATA SHEET

| Sl. No. | Description | Information |
|---------|---|-------------|
| 1. | Name of the Firm /Agency/ Proprietor(s)/Partner | |
| 2. | No. of years of experience | |
| 3. | Complete Address with contact number and e - mail | |
| 4. | Name & Designation of the contact person with mobile number and e-mail | |
| 5. | Firm/Agency Registration Number (Copy should be enclosed) | |
| 6. | GST Number (Copy should be enclosed) | |
| 7. | PAN Number (Copy should be enclosed) | |
| 10. | Proof for Annual Turnover for the last three financial years 2019-20, 2020-21, 2021-22. | |

Declaration: I hereby certify that the information furnished in this document is complete and correct to the best of our knowledge. I understand that in case any deviation is found in the above statement at any stage, the company will be blacklisted and will not be allowed to have any dealing with ni-msme.

Signature of the Bidder

LIST OF GYM EQUIPMENT

| Sl. No. | Name of the Equipment | Quantity |
|---------|---|----------|
| 1. | Multi-GYM | 01 |
| 2. | Tread Mill(s) | 04 |
| 3. | Upright Bike(s) | 02 |
| 4. | Dumbbells (Pairs) (2.5, 5, 7.5, 10 kgs) | 02 |
| 5. | Olympic Weight plates (Pairs) (5, 10, 20 kgs.) | 02 |
| 6. | Olympic Rods | 04 |
| 7. | Stabilizers (if required) | - |