

## **SECTION -I**

### **FENCING ASSOCIATION OF INDIA**

**Basement, 7/2, Sarvpriya Vihar, District Centre Saket, New Delhi – 110016.**

**Website: <http://www.fencingindia.org/>**

**E-mail: [fencingindia.tenders@gmail.com](mailto:fencingindia.tenders@gmail.com)**

### **INVITATION FOR BID (IFB)**

1. Fencing Association of India, for and on behalf of the Secretary General, Fencing Association of India invites sealed Bid for supply of following Goods:

| <b>S.No.</b> | <b>Name of Equipment/Items</b> |
|--------------|--------------------------------|
| 1            | LED Tv                         |
| 2            | LED Screen                     |

1. The sealed bid may be submitted to **Secretary General, Fencing Association of India, Basement, 7/2, Sarvpriya Vihar, District Centre Saket, New Delhi – 110016.**
2. Bid issue date: **21-02-2025**
3. Date, Time and Place for Pre-Bid Meeting: **24-02-2025, 12:00 pm, FAI Office**
4. Last Date & Time of submission of Bid: **13-03-2025, 2:00 pm**
5. Bid Opening Time and date: **13-03-2025, 4:00 pm**
6. In the event of any of the above-mentioned dates being declared as a holiday / closed day for the purchase organization, the Bids will be sold/received/opened on the next working day at the appointed time.
7. The Bidding Documents are not transferable.



**Secretary General  
Fencing Association of India**

**SECTION -II**  
**INSTRUCTIONS TO BIDDERS (ITB)**  
**A. PREAMBLE**

**1. Introduction**

- 1.1 The Purchaser has issued these Bidding Documents for purchase of goods and related services as mentioned in Section – V – “Schedule of Requirements”, which also indicates, inter alia, the required delivery schedule, terms and place of delivery.
- 1.2 This section (Section II - “Instruction to Bidder”) provides the relevant information as well as instructions to assist the prospective Bidder in preparation and submission of Bids. It also includes the mode and procedure to be adopted by the Purchaser for receipt and opening as well as scrutiny and evaluation of Bid and subsequent placement of contract.
- 1.3 Before formulating the Bid and submitting the same to the purchaser, the Bidder should read and examine all the terms, conditions, instructions etc. contained in the Bidding Documents. Failure to provide and/or comply with the required information, instructions etc. incorporated in these Bidding Documents may result in rejection of its Bid.

**2. Language of Bid**

The Bid submitted by the Bidder and all subsequent correspondence and documents relating to the Bid exchanged between the Bidder and the purchaser, shall be written in the English language. However, the language of any printed literature furnished by the Bidder in connection with its Bid may be written in any other language provided the same is accompanied by an English translation and, for purposes of interpretation of the Bid, the English translation shall prevail.

**B. BIDDING DOCUMENTS**

**3. Content of Bidding Documents**

- 3.1 In addition to Section I – “Invitation for Bid” (IFB), the Bidding Documents include:

- Section II – Instructions to Bidders (ITB)
- Section III – Bidding Forms
  - Bid Submission form
  - Price Schedule
  - Manufacturer’s Authorization form
  - National Electronic Funds Transfer (NEFT)
- Section IV – Schedule of Requirements (SOR)
- Section V – Technical Specification
- Section VI – Bank Guarantee Form

**4. Amendments to Bidding Documents**

At any time prior to the deadline for submission of Bid, the Purchaser may, for any reason deemed fit, modify the Bidding Documents by issuing suitable amendment(s) to it.

**5. Clarification of Bidding Documents**

- 5.1 For any clarification and doubts about bidding documents can be cleared through a Pre-Bid meeting at office of **Fencing Association of India, Basement 7/2, Sarvpriya Vihar, District Centre Saket, New Delhi - 110016**
- 5.2 A Bidder requiring any clarification or elucidation on any issue of the Bidding Documents may take up the same with the Purchaser in writing. The Purchaser will respond in writing to such request provided the same is received by the Purchaser not later than fifteen days prior to the prescribed original date of submission of Bid.

**C. PREPARATION OF BIDS**

**6.1 Documents Comprising the Bid**

The Bid is being invited on Double Bid System (Technical & Commercial). First the Technical Bid will to be opened and after evaluation the bid of technically qualified bidder will be processed further for commercial bid opening and evaluation. Bid shall comprise the following:

The Bidder will make three envelopes – **(1). Technical Bid, 2. Commercial Bid, 3. The envelop containing the Bank Draft for Tender Processing Fees and Bid Security.** All these envelopes will be properly sealed and then these three envelopes will be put in another cover super scribing “**IFB for Procurement of Fencing Equipment**”.

## **6.2 Tender Processing Fee, Bid Security**

**Tender Processing** fee is a non-refundable fee of **Rs. 4,000/- (Rupees Four Thousand Only)** to be deposited in the form of a bank draft payable to “**Fencing Association of India**” at New Delhi

Earnest money deposit (EMD) of **Rs. 55,200 (Fifty-Five thousand two hundred only)** to be deposited in the form of a bank draft /Bank guarantee in favor of “**Fencing Association of India**”. The Earnest money deposit amount of unsuccessful bidders will be refunded after award of work and acceptance of the work by the successful bidder(s). This amount will not earn any interest. For successful bidder, it will be released on completion of supply.

The Tender documents can be uploaded from FAI website- <https://www.fencingindia.org> or SAI website OR CPP portal.

### **Technical & Financial Bid:**

- a) Scanned copy of Bid Securing Declaration form.
  - b) Scanned copy of Bid Submission Form and Power of Attorney in favor of signatory of Bidding Documents.
  - c) Bidder/ Agent who quotes for goods manufactured by other manufacturer shall furnish scanned copy of Manufacturer’s Authorization Form from manufacturer/authorized distributor of quoted goods, as per Section IV (D) (copy of authorization to be enclosed).
  - d) Scanned copy of Technical Specifications of quoted goods along with relevant documents like Technical Data, Literature, Corrigendum Drawing etc. and clause-by-clause commentary on the technical specifications the Bid Document (Section-VI) vis-a-vis of quoted goods, clearly stating compliance or any variation.
  - e) Scanned copy of Pan and TAN Registration No.
  - f) Scanned copy of GST Registration No.
  - g) Scanned copy of Income Tax Return for the last three years.
  - h) Scanned copy of Certificate/Undertaking indicating that the rates quoted for supply of said Items/Items by the firm are not higher than the rate of the item supplied by the firm in any other Government Organization/Institutions/PSU etc.
  - i) The bidder should not have been black-listed by Central/ State Governments/ PSUs at any point of time.
  - j) Scanned copy of National Electronic Fund transfer (NEFT) Form for payment in Indian Rupee, if applicable.
  - k) Price Schedule(s) as per Form in Section-IV (B) filled up with all the details including Make, Model etc. of the goods offered.
- 6.2 It is the responsibility of Bidder to go through the Bidding Document to ensure furnishing of all required documents in addition to above, if any.
- 6.3 All pages of the Bid should be page numbered and indexed.
- 6.4 The authorized signatory of the Bidder must sign the Bid duly stamped at appropriate places and initial all the remaining pages of the Bid.
- 6.5 A Bidder, who does not fulfil any of the above requirements and/or gives evasive information/reply against any such requirement, shall be liable to be ignored and rejected.
- ## **7 Bid Currencies**
- 7.1 The Bidder supplying indigenous goods or imported goods should quote the price **only in Indian Rupees.**
- ## **8 Bid Prices**
- 8.1 The quoted prices for all goods offered i.e., domestic goods or goods of foreign origin shall be quoted in the Price Schedule given under Section IV (B)
- 8.2 The rate quoted in the financial bid by the bidder shall be inclusive of GST, all other taxes and various

liabilities, all duties, charges, packing, transportation and installation at site etc.

- 8.3 Financial bid should not be submitted in the Technical bid as part of it. Financial bid enclosed with the same document as part of technical bid shall be liable for rejection.

**9. Firm Price**

- 9.1 The prices quoted by the Bidder shall remain firm and fixed during the currency of the contract and not subject to variation on any account.

**10. Documents Establishing Bidder's Eligibility and Qualifications**

- 10.1 The Bidder shall furnish, as part of its Bid, relevant details and documents establishing its qualifications to perform the contract if its Bid is accepted.
- 10.2 The documentary evidence needed to establish the Bidder's qualifications shall fulfil the following requirements:
- a) In case the Bidder offers to supply goods, which are manufactured by some other firm, the Bidder has been duly authorized by the goods manufacturer to quote for and supply the goods to the purchaser. The Bidder shall submit the manufacturer's authorization letter to this effect as per the standard form provided under Section IV-A in this document.
  - b) Experience of supplying similar items and should have completed similar 5 or more projects in past 3 years.
  - c) Should have experience of installing similar items and should have installed similar 5 or more projects in past 3 years.
  - d) Should technically comply all items technically.

All bidders are required to upload along with the technical bid, a duly signed and sealed copy of Bid Securing declaration as per Section IV (C).

**11. Bid Validity**

- 11.1 The Bid shall remain valid for acceptance for a period of 90 days (Ninety days) after the date of Bid opening prescribed in the Bidding Document. Any Bid valid for a shorter period shall be treated as unresponsive and rejected.
- 11.2 In exceptional cases, the Bidders may be requested by the Purchaser to extend the validity of their Bids up to a specified period. The Bidders, who agree to extend the Bid validity, are to extend the same without any change or modification of their original Bid.
- 11.3 In case the day up to which the Bids are to remain valid falls on or subsequently declared a holiday or closed day for the purchaser, the Bid validity shall automatically be extended up to the next working day.

**12. Signing and Sealing of Bid**

- 12.1 The Bidder shall submit their Bid as per the instructions contained in ITB Clause 6.
- 12.2 Bid shall either be typed or written in indelible ink and the same shall be signed by the Bidder or by a person(s) who has been duly authorized to bind the Bidder to the contract.
- 12.3 The Bid shall be duly signed at the appropriate places as indicated in the Bidding Documents and all other pages of the Bid. The Bid shall not contain any erasure or overwriting, except as necessary to correct any error made by the Bidder and, if there is any such correction; the person signing the Bid shall initial the same. The letter of authorization shall be by a written power of attorney, which shall also be furnished along with the Bid.

**D. SUBMISSION OF BIDS**

**13. Submission of Bid**

The bids from the bidder should be in English and should consist of the documents and send by courier or speed post on the given address **of Fencing Association of India, Basement, 7/2, Sarvpriya Vihar, District Centre Saket, New Delhi – 110016.**

- 14. Late Bid:** Not Accepted.

## **E. BID OPENING**

### **15. Opening of Bids**

- 15.1 The Purchaser will open the Bid at the specified date and time and at the specified place.
- 15.2 In case the specified date of Bid opening falls on or is subsequently declared a holiday or closed day for the purchaser, the Bid will be opened at the appointed time and place on the next working day.
- 15.3 Authorized representatives of the Bidder, who has submitted Bid on time may attend the Bid opening provided they bring with them letters of authority from the corresponding Bidder.

## **F. SCRUTINY AND EVALUATION OF BIDS**

### **16. Preliminary Scrutiny of Bid**

- 16.1 The Purchaser will examine the Bid to determine whether the same is complete, whether the documents have been properly signed, stamped and whether the Bid is generally in order.
- 16.2 Prior to the detailed evaluation of Price Bid, the Purchaser will determine the substantial responsiveness of Bid to the Bidding Document. For purposes of these clauses, a substantially responsive Bid is one, which conforms to all the terms and conditions of the Bidding Documents including Technical Specifications without material deviations. However minor deviation and /or minor irregularity and/or minor non-conformity in the Bid, the Purchaser may waive the same.
- 16.3 If a Bid is not substantially responsive, it will be rejected by the Purchaser.

### **17. Qualification Criteria**

Bids of the bidders who do not meet the required qualification criteria will be treated as non-responsive and will not be considered.

### **18. Evaluation for total requirement**

The bidder shall be required to quote for all items along with quantity in a set and also for the total number of sets required as mentioned in Section V.

Bidder who do not quote all items will be considered as rejected.

### **19. Comparison of Bids and Award Criteria**

The comparison for ranking purpose for evaluation, the comparison of the responsive bids shall be carried out on total Indian price in Indian Rupees only. (Total Lowest Bid price for complete quantity of Items will be considered as Lowest Bidder).

The contract may be awarded to the lowest responsive Bidder who meets the Qualification Criteria in the Bid documents.

## **G. AWARD OF CONTRACT**

### **20. Purchaser's Right to accept any Bid and to reject any or all Bids.**

The Purchaser reserves the right to accept in part or in full any Bid, or reject any or more Bid(s) without assigning any reason or to cancel the Bidding process and reject the Bid at any time prior to award of contract, without incurring any liability, whatsoever to the affected Bidder.

### **21. Variation of Quantities at the Time of Award/ Currency of Contract.**

At the time of awarding the contract or during the currency of the Contract, the Purchaser reserves the right to increase or decrease by up to Fifty (50) per cent, the quantity of goods and services mentioned in the schedule (s) in the "Schedule of Requirements" (rounded off to next whole number) without any change in the unit and other terms & conditions quoted by the Bidder.

## **22. Issue of Contract**

- 22.1 Promptly after Notification of award, the Purchaser will mail the Contract Agreement as per Section VIII (A), duly completed and signed, in duplicate, to the successful Bidder by registered / speed post.
- 22.2 The successful Bidder shall return the original copy of the contract, duly signed and dated, to the Purchaser by registered/speed post within five days from the date of issue of the contract.
- 22.3 The Purchaser reserves the right to issue the Notification of Award Purchaser wise and schedule wise.

**Secretary General**  
**Fencing Association of India**

**SECTION – III-A**  
**BID SUBMISSION FORM**

Date \_\_\_\_\_

To

**Fencing Association of India**  
**Basement, 7/2, Sarvpriya Vihar,**  
**District Centre Saket, New Delhi – 110016.**

Ref. Your Bidding Document No. \_\_\_\_\_ dated \_\_\_\_\_

We, the undersigned have examined the above-mentioned Bidding Document, including amendment/corrigendum No. \_\_\_\_\_, dated \_\_\_\_\_ (if any), the receipt of which is hereby confirmed. We now offer to supply and deliver the Athletic equipment in conformity with your above referred document for the sum as shown in the price schedule(s), attached herewith and made part of this Bid.

We further confirm that, if our Bid is accepted, we shall provide you with a performance security of required amount in an acceptable form in terms of GCC clause 3, in Section - VII for due performance of the contract.

We agree to keep our Bid valid for acceptance for 90 days or for subsequently extended period, if any, agreed to by us. We also accordingly confirm to abide by this Bid up to the aforesaid period and this Bid may be accepted any time before the expiry of the aforesaid period. We further confirm that, until a formal contract is executed, this Bid read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us.

We agree to all terms and conditions of General Conditions of Contract as per Section-VII.

We agree to clause Fall Clause at S. No. 21 of General Conditions of Contract as per Section VII.

We further understand that you are not bound to accept our Bid, you may receive against your above-referred Bid Reference.

We confirm that we do not stand deregistered/banned/blacklisted by any Govt. Authorities in India.

We confirm that we fully agree to the terms and conditions specified in above mentioned Bidding Document, including amendment/ corrigendum if any

\_\_\_\_\_  
[Signature with date, name and designation]

Duly authorized to sign Bid for and on behalf of Messrs. \_\_\_\_\_

[Name & address of the manufacturers]

**SECTION – III- B**  
**PRICE SCHEDULE**  
**PRICE SCHEDULE FOR GOODS**

| S. No. | Name of Equipment/Items | Quantity | Rate (In INR) | Taxes (in INR) | Total Cost (In INR) |
|--------|-------------------------|----------|---------------|----------------|---------------------|
| 1      | LED Tv                  | 12       |               |                |                     |
| 2      | LED Screen              | 02       |               |                |                     |

Total Price in Words (Rupees..... Only)

Also, please indicate the terms of **guaranty/warranty** on the items.

**1. Terms and Mode of Payment**

**1.1 Payment Terms**

Payment shall be made subject to recoveries, if any, by way of liquidated damages or any other charges as per terms & conditions of contract in the following manner:

**2. Resolution of disputes**

- 2.1 If dispute or difference of any kind shall arise between the Purchaser and the Supplier in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultations.
- 2.2 If the parties fail to resolve their dispute or difference by such mutual consultation within twenty-one days of its occurrence, then, either the Purchaser or the supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided the applicable arbitration procedure will be as per the Arbitration and Conciliation Act, 1996 of India. In the case of a dispute or difference arising between the Purchaser/ Purchaser and a Supplier relating to any matter arising out of or connected with the contract, such dispute or difference shall be referred to the sole arbitration, appointed to be the arbitrator by the Secretary General (Fencing Association of India). The award of the arbitrator will be final and binding on the parties to the Contract.
- 2.3 Venue of Arbitration: The venue of arbitration shall be the place from where the contract has been issued, i.e., New Delhi, India.

**Secretary General**  
**Fencing Association of India**



**SECTION -III-D**  
**MANUFACTURER'S AUTHORIZATION FORM**

To

Fencing Association of India  
Basement, 7/2, Sarvpriya Vihar,  
District Centre Saket, New Delhi – 110016.

Dear Sir,

Ref. Your Bidding Reference No \_\_\_\_\_, dated \_\_\_\_\_

We, \_\_\_\_\_ who are proven and reputable manufacturers of  
\_\_\_\_\_ (*name and description of the goods offered in the Bid*) having  
factories at \_\_\_\_\_, hereby authorize  
Messrs. \_\_\_\_\_ (*name and address of the agent*) to submit a Bid,  
process the same further and enter into a contract with you against your requirement as contained in the  
above referred Bidding Documents for the above goods manufactured by us.

We further confirm that no supplier or firm or individual other than Messrs. \_\_\_\_\_  
\_\_\_\_\_ (*name and address of the above agent*) is authorised to submit a  
Bid, process the same further and enter into a contract with you against your requirement as contained in  
the above referred Bidding Documents for the above goods manufactured by us.

We also hereby extend our full warranty of two year from acceptance of goods by Purchaser  
as per Clause 11 of General Conditions of Contract.

Yours faithfully,

\_\_\_\_\_  
\_\_\_\_\_

[*Signature with date, name and designation*] for  
and on behalf of Messrs. \_\_\_\_\_

[*Name & address of the manufacturers*]

**Note:** 1. This letter of authorization should be on the letter head of the manufacturing firm and  
should be signed by a person competent and having the power of attorney to legally  
bind the manufacturer.

2. Original letter may be enclosed.

**SECTION III-E**  
**NEFT MANDATE FORM**

From: M/s.

Date:

To

**Secretary General**

Fencing Association of India

New Delhi.

**Sub: NEFT PAYMENTS**

We refer to the NEFT being set up by FAI. For remittance of our payments using RBI's NEFT scheme, our payments may be made through the above scheme to our under noted account.

**NATIONAL ELECTRONIC FUNDS TRANSFER MANDATAE FORM**

|                                       |  |
|---------------------------------------|--|
| <b>Name of City</b>                   |  |
| <b>Bank Code No.</b>                  |  |
| <b>Bank 's name</b>                   |  |
| <b>Branch Address</b>                 |  |
| <b>Branch Telephone / Fax no.</b>     |  |
| <b>Supplier's Account No.</b>         |  |
| <b>Type of Account</b>                |  |
| <b>IFSC code for NEFT</b>             |  |
| <b>IFSC code for RTGS</b>             |  |
| <b>Supplier's name as per Account</b> |  |
| <b>Telephone no. of supplier</b>      |  |
| <b>Supplier's E-mail ID</b>           |  |

\_\_\_\_\_  
[Signature with date, name and designation]

For and on behalf of Messrs \_\_\_\_\_

[Name & address of the manufacturers]

Confirmed by Bank

Enclosed a copy of Crossed Cheque

**SECTION – IV**  
**Schedule of Requirements**

| S. No. | Description of Article | Quantity | Warranty |
|--------|------------------------|----------|----------|
| 1      | LED Tv                 | 12       |          |
| 2      | LED Screen             | 02       |          |

**Required Terms of Delivery.**

Free Delivery at Consignee Site.

**For goods to be imported from abroad:** The Bidders are required to quote their rates on DDP basis at Consignee site basis as per Incoterms ® (in INR only). However, Customs Duty Exemption Certificate (CDEC) for imported sports goods/equipment's as per Performa Invoice submitted in the tender will be provided by Sports Authority of India as per Govt. Of India Notification No. 146/94-Customs dated 13.07.1994 read with Notification No. 5/2010-Customs dated 19.01.2010, amended from time to time.

**Section - V**  
**TECHNICAL SPECIFICATIONS**

| Description of Article |                      |                |
|------------------------|----------------------|----------------|
| S.No.                  | Item with Model Name | Specifications |
| 1                      | LED TV               |                |
| 2                      | LED Screen           |                |

## SECTION – VI

### BANK GUARANTEE FORM FOR BID SECURITY

To

**Fencing Association of India**  
**Basement, 7/2, Sarvpriya Vihar,**  
**District Centre Saket, New Delhi – 110016.**

[The bank, as requested by the successful Bidder, shall fill in this form in accordance with the instructions indicated]

Date: [insert date (as day, month, and year) of Notification of Award] and Contract No.

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Bank's Branch or Office: [insert complete name of Guarantor]

**Beneficiary: Fencing Association of India,** Basement 7/2, Sarvpriya Vihar, District Centre Saket, New Delhi-110016

**PERFORMANCE GUARANTEE No.:** [insert Performance Guarantee number]

We have been informed that [insert complete name of Supplier] (hereinafter called "the Supplier") has entered into Contract No. [insert number] dated [insert day and month], [insert year] with you, for the supply of [description of Goods and related Services] (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a Performance Guarantee is required.

At the request of the Supplier, we hereby irrevocably undertake to pay you any sum(s) not exceeding [insert amount(s) in figures and words] upon receipt by us of your first demand in writing declaring the Supplier to be in default under the Contract, without cavil or argument, or your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This Guarantee shall expire no later than the [insert number] day of [insert month] [insert year], and any demand for payment under it must be received by us at this office on or before that date.

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458, except that subparagraph (ii) of Sub-article 20(a) is hereby excluded.

[signatures of authorized representatives of the bank and the Supplier]