



BIJU PATTNAIK FILM & TELEVISION INSTITUTE OF ODISHA (BPFTIO)

Invites

National Competitive Bidding
For

Supply of Three (03) 23TR Plant AC in Buyback Policy

TENDER NO: BPFTIO/ 194 /2025

DATE: 03.02.2025

Issuedby:

Director, BPFTIO

Bose Campus, SCB Medical College,
Cuttack, Odisha-753007

Phone-

7978297362, 7978472270

Email- bpftio123@gmail.com

Notice of Inviting Proposal

Biju Pattanaik Film and Television Institute of Odisha (BPFTIO), invites tender for supply of Three (03) 23TR Plant AC in Buyback Policy

Biju Pattanaik Film and Television Institute of Odisha (BPFTIO), Cuttack

Tender No: BPFTIO/ 194 /2025/

Dated: 03.02.2025

Biju Pattanaik Film and Television Institute of Odisha (BPFTIO), Cuttack, invites tender from the eligible bidders for supply of 23TR plant AC.

The bidders are expected to examine all instructions, forms, terms, requirements and other information in the tender document. Failure to furnish all information required as mentioned in this tender document or submission of a proposal not substantially responsive to the tender document in every aspect will be at the Bidder's risk and may result in rejection of the proposal.

Bidders are requested to submit the proposal to the undersigned as per the schedule indicated in the Data Sheet, by Registered / Speed Post/ Courier Services at the office of BPFTIO, Odisha. Based on the evaluation method mentioned in the tender document , the final bidder will be selected.

The tender document is available at our website <http://www.bpftio.ac.in>, which can be downloaded from there.

Sd/-
Director, BPFTIO, Cuttack
Odisha

DISCLAIMER

BPFTIO reserves the right to reject any or all of the proposals submitted in response to this tender document at any stage without assigning any reasons whatsoever. BPFTIO also reserves the right to withhold or withdraw the process at any stage with intimation to all who submitted the tender documents. BPFTIO reserves the right to change/ modify/ amend any or all of the provisions of this tender document. Such changes will be posted only on its website www.bpftio.ac.in. Prospective bidders are requested to visit the website frequently to keep them abreast with the latest developments on this tender.

The bidders have to visit institute from 11AM to 5PM up to 20th February 2025 for estimation of buy back value of existing Plant AC. (Contact Number-7978472270) and other requirement for installation.

Important Dates and Schedule

Sl. No	Particular	Timeline
1.	Publication of tender document in public domain	2nd February, 2025
2.	Last date for submission of tender	24 th February, 2025, 5PM
3.	Bid Processing Fee/Tender Fee (Non-refundable) (Demand Draft)	INR 2,000/- (Rupees Two Thousand Only)
4.	EMD	Rs1,00,000
5.	Performance Bank Guarantee	5% of the Bid Value
5.	Method of Selection	Least Cost-Based Selection (LCS)
7.	Opening of Technical Bid	25 th February, 2025 at 11.00 AM
8.	Opening of Financial Bid	To be scheduled later
9.	Contract negotiation & signing of contract	To be scheduled later

Scope of Work

1. Roles and responsibilities of the selected bidder

- i. The bids are invited for the supply, installation & commissioning and maintenance.
- ii. The selected bidder must supply all new product of best quality.
- iii. The selected bidder must Install AC within 45 days from the date of issuance of Purchase Order.
- iv. Uninstallation of existing Plant AC must be done by the firm.
- v. The selected bidder has to provide OEM's standard warranty as per rule of OEM from the date of successful installation & commissioning.

Special Terms & Conditions

- i. Bidders need to submit Bid Processing Fee/Tender Fee & EMD with their technical proposal and Financial Proposal separately in sealed inner envelopes, and clearly marked on the outside as TECHNICAL PROPOSAL and FINANCIAL PROPOSAL, as appropriate.
- ii. Bid Processing Fee and EMD should be submitted in the form of DD in favour of Director BPFTIO, Cuttack.
- iii. A performance security in the form of Bank Guarantee for 5% of the Bid Value need to be submitted within 15 days on receipt of the Purchase/Work Order (WO). The Bank Guarantee will be valid for 52 months.
- iv. Bidder should submit OEM authorization certificate(may or may not Bid specific)/ certificate from authorised partner or distributor of OEM .

Section-1

Technical Specifications of equipment with quantity

Annexure-I

Specification of Package Plant AC

DESCRIPTION	UNITS	DPA2762R3
NOMINAL COOLING CAPACITY	TR	23
NOMINAL EVAPORATOR AIR QUANTITY	CMH	14960
	CFM	8800
AIR OUTLET DUCT SIZE(WXH)	mm x mm	557 x 478
ESP	mm	10
Rated Capacity	Watts	80891
ELECTRICAL POWER SUPPLY :		
Power supply	V/Ph/Hz	380/ 420 V, 3 ph, 50Hz, AC Supply
Rated Current	Amp	62
Disconnect Switch fuse	Amp	80
Recomended cable - Cu		4C X 25 SQ. MM
Recomended cable - Alu		4C X 35 SQ. MM

INDOOR UNIT		
OVERALL DIMENSIONS		
(A) WIDTH	mm	1500
(B) DEPTH	mm	930
(C) HEIGHT	mm	1950
WEIGHT		
NET WEIGHT	kg.	500
SHIPPING WEIGHT (APPROX.)	kg.	530
INSULATION		
Unit Frame		5 mm Fire Retardent 'EPE
Suction Line		Sponge tube
BLOWER		
(A) TYPE		
(B) SIZE (NOMINAL DIA. x LENGTH)	INCH	18 x 18
(C) QUANTITY	No.	1
(D) SPEED	RPM	985
MOTOR FOR BLOWER		
(A) MAKE		
(B) QUANTITY	No.	1
(C) POWER SUPPLY	V/Ph/Hz	380/420 V , 3 Ph, 50 Hz, AC Supply
(D) SPEED	RPM	1430
(E) POWER OUTPUT	HP	4
(F) BELT SIZE	-	V-28
(G) MOTOR PULLEY SIZE	mm	95
(H) BLOWER PULLEY SIZE	mm	160
EVAPORATOR		
(A) FACE AREA	Sq. Mt.	1.694
(B) TUBE MATERIAL	NA	Internally grooved copper tubes
(C) OD x THICKNESS (NOMINAL)	mm x mm	7 x 0.25 (+0.1)
(E) TYPE OF FIN	-	Slit, Blue
(F) FPI	-	18
(G) ROWS DEEP	-	4
COMPRESSOR		
(A) QUANTITY	No.	2
(B) TYPE		Hermetically Sealed, Scroll
(C) MAKE		Danfoss
(D) OPERATING SPEED	RPM	2900
(E) MOTOR PROTECTION		Internal

(F) TYPE OF LUBRICATION		Forced feed
(G) POWER SUPPLY	V/PH/HZ	380/ 420 V, 3 ph, 50Hz, AC Supply
(H) MOUNTING ARRANGEMENT	V	4 nos Rubber grommets with Metal sleeves
SAFETY DEVICES		
A)FOR COMPRESSOR		
CONTACTOR		
(I) QTY	NO.	1
(II) MAKE		Chint/Equivalent
(III)RATING	A	26
(B)HIGH / LOW PRESSURE CUT OUT		
(I) LP SETTING/ HP SETTING	PSIG	35/ 650
(II) Electrical Rating	Amps	6
EXPANSION VALVE		
(A) TYPE		TXV with External Equilizer
(B) MAKE		Danfoss/Equivalent
(C) QUANTITY	No.	2
REFRIGERANT AND DRAIN CONNECTIONS		
SUCTION LINE Φ	mm (In)	28.6 (1 1/8")
NOMINAL THICKNESS	mm	0.9
DISCHARGE LINE Φ	mm (In)	22.2 (7/8")
NOMINAL THICKNESS	mm	0.9
LIQUID LINE Φ	mm (In)	15.8 (5/8")
NOMINAL THICKNESS	mm	0.7
DRAIN CONNECTION Φ	mm	19.3 (3/4")
SERVICE VALVE		
(A)SIZE	INCH	1/4" SAE FLARE
(B) QUANTITY	No.	4
FILTER DRIER		
(A) MAKE	NA	Danfoss
(B) MODEL		DML-165
(D) QUANTITY		2
(E) SIZE OF SAE FLARE CONNECTION	mm (In)	15.8 (5/8)
AIR FILTER		
(A) MATERIAL		
(B) QUANTITY	No.	2
(C) SIZE		669 x 707 x 25
(D) FILTERATION		85% upto 20 micron

Outdoor Models		
		DPA1321R3-O
OVERALL DIMENSIONS		
(A) WIDTH	mm	1435
(B) HEIGHT	mm	947
(C) DEPTH	mm	635
WEIGHT		
NET WEIGHT	kg.	130
SHIPPING WEIGHT (APPROX.)	kg.	145
CONDENSING UNIT		
(A) FACE AREA	Sq. Mt.	1.65
(B) TUBE MATERIAL	-	Internally grooved copper tubes
(C) OD x THICKNESS (NOMINAL)	mm x mm	7 x 0.25 (+0.1)
(D) TYPE OF FIN	-	Slit, Blue
(E) FIN MATERIAL	-	Hydrophilic Aluminium
(F) FPI	-	16
(H) ROWS DEEP	-	3
MOTOR FOR FAN		
(A) MAKE		Marathon
(B) TYPE		Face mounting, Drip proof
(C) QUANTITY	No.	2
(D) POWER SUPPLY	V/HZ/PH	230V, 1 ph, 50Hz, AC Supply
(G) SPEED	RPM	920
(G) POWER OUTPUT	KW	0.25
(H) RATED CURRENT	A	1.2
(I) SHAFT DIA.	mm	12.7
(J) CLASS OF INSULATION		Class B
FAN		
(A) QUANTITY	No.	2
(B) FAN DIA	mm/Inch	610/ 24
(C) NO. OF BLADES	Nos.	3
(D) BLADE MATERIAL		Aluminium
PAINT		
MATERIAL		Pure Polyester Powder
INSULATION		
MATERIAL		5mm FR Grade EPE

Section-2

Minimum Eligibility for Bidder

Tender is invited from bidders meeting the following minimum eligibility criteria.

Sl.No.	Basic Requirement	Specific Requirements	Documents required
1	Continuation of Business	The Bidder company should have been in existence as a registered company in India for at least 03years.	Incorporation certificate of The firm, registration certificate
2	OEM/Authorized Distributors	The bidder may be original manufacturer (OEM)/OEM Partners/Dealer /Distributor with authorization certificate from OEM/ Authorised Partner with certificate.	<u>For OEM:</u> A self-certified certificate on the company's/ firm's letter head for OEM <u>For Authorized Distributors:</u> An authorization letter/certificate from the original equipment manufacturer (OEM)/ Authorised Partner certificate
3	Financial Turnover	Average Annual Turnover of INR50 lakhs for the last three Financial years.	Audited financial statements/CA certified true copy stating the turnover.
4	Authorized Service Centre/Office	Presence of authorized service centre/ Office in Odisha (optional)	Proof to be submitted
5	Tax registration and clearance	The bidder should have a registered Number of GST , PAN number	Copies of relevant certificates of registration
6	Past Experience	Should have proof of supply similar / related product to any Govt. organizations / Non Govt. organizations /private organizations and purchase order copies in support of that in last 3 years	Work orders, letter of award, Work completion certificate and contract agreement copy etc. as proof
7	Blacklisting	No bidder should have been blacklisted by any State Government or Central Government agencies or corporations Governed by them.	Self-declaration document

Section-3: Instructions to Bidder (ITB)

3.1 Rights to terminate the process

- a.** BPFTIO may terminate the tender process at any time and without assigning any reason. BPFTIO makes no commitments, express or implied, that this process will result in a business transaction with anyone.
- b.** This tender does not constitute an offer by BPFTIO. The Bidders' participation in this process may result in engaging the Bidder towards execution of the Contract.
- c.** Any document, information, data or statement submitted by the Bidder in its Proposals, basing on which the selected Bidder will be considered eligible.

3.2 Authentication of Proposals

The Proposal should be authorized by the authorized signatory of the company. The Proposal shall be sent by Registered Post/Speed Post/Courier only. It is desirable but not mandatory that companies send their one representative during the opening of the bids.

3.3 Evaluation Process

- a.** The BPFTIO reserves the right to reject any or all Proposals on the basis of any deviations.
- b.** Each of the responses shall be evaluated as per the criteria and requirement specified in this tender.

3.4 Proposal Validity

The offer submitted by the Bidders shall be valid for a minimum period of 180 days from the date of submission of Proposal.

3.5 Deciding Award of Contract

- a.** BPFTIO reserves the right to ask for a technical elaboration/clarification through email or verbally from the Bidder on the already submitted Technical Proposal at any point of time before opening the Financial Proposal.
- b.** BPFTIO shall notify those Bidders who technically qualify on the Technical Evaluation process, informing the date and time set for opening of Financial Proposals.
- c.** The Bidder's name, the Proposal Price, the total amount of each Proposal and other such details, will be announced and recorded by the BPFTIO at the opening of Proposal.
- d.** After acceptance of PO/WO, Performance Security has to be deposited as specified in this document for signing an Agreement with BPFTIO.

3.6 Jurisdiction of Courts

The High Court of Odisha at Cuttack has exclusive jurisdiction to determine any proceeding in relation to the Contract.

Section 4: Documents/Details to be submitted with Technical Proposal

The technical bid shall be submitted with documents specified below with annexure.

SL.No	Document Description
1	Bid processing Fee
2	EMD
3	Annexure 1 - Tech Form I – Proposal Submission Letter
4	Annexure 2 - Tech Form II – Bidder's Profile
5	Annexure 3 - Tech Form III – Bidder's Experience
6	Copies of purchase orders & end user certificates in support of the information furnished in Tech Form III
7	Annexure 4 - Annual Average Turnover Statement by Chartered Accountant
8	Copies of the annual audited statement / Annual Report for last three Financial Years
9	Annexure 5 - An affidavit for not being blacklisted
10	Annexure 6 – Financial Form Format
11	Annexure 7- Acceptance of Terms & Conditions contained in the Tender Document
12	Annexure 8 - Declaration of correctness and authenticity of information provided in the Full Technical Proposal
13	Annexure 9 – Manufacturer's Authorization Form
14	Copy of the Leaflets / Technical Brochures of the Model offered in support of the information
15	Copy of the GST registration certificate and Copy of PAN
16	Annexure 10 - Bank Guarantee Format for Performance Security.
17	Annexure 11 - Bidder's Affidavit for Micro and Small Manufacturing Enterprises to get an exemption as per the Odisha Procurement Preference Policy (if applicable).

Section 5: Evaluation and Selection of bidder

5.1 Technical Evaluation

Technical Evaluation Committee will prepare a list of responsive Bidders, who comply with all the Terms and Conditions of the tender. All eligible bids will be considered for further evaluation by the Committee according to the evaluation process defined in this tender document. The decision of the Committee will be final & binding in this regard.

- a. Technical Evaluation committee will examine the bids to determine whether they are complete, whether any computational errors have been made, and whether the bids are generally in order.
- b. BPFTIO may conduct clarification meetings with each or any Bidder to discuss any matters, technical or otherwise.
- c. Further the scope of evaluation committee also covers taking any decision with regard to the Tender document, execution/ implementation of the work.

5.2 Financial Evaluation

The Bidder shall be selected on the basis of Least Cost Selection (LCS)/L1.

All the technically qualified bidders will be notified to participate in Financial Proposal opening process.

Financial Proposals for the technically qualified bidders will then be opened on the notified date and time and reviewed to determine whether the financial proposals are substantially responsive. Bids that are not substantially responsive are liable to be disqualified at BPFTIO's discretion.

Financial Proposals that are not meeting the condition mentioned in Financial Form-I shall be liable for rejection.

Total Cost of Bid (TCB) shall be calculated based on the financial format given in Financial Form-I of the tender.

If there is a discrepancy between words and figures, the amount in words shall prevail. For any other calculation/ summation error etc. the bid may be rejected.

Annexure 1- Tech Form I: Proposal Submission Letter

Date:

To,

The Director

BPFTIO

Cuttack-753007

Phone No-0671(2413968),

Email-bpftio123@gmail.com

Sub: RFP for supply, installation and commissioning of Three (03) 23TR Plant AC in Buyback Policy at BPFTIO, Cuttack

Dear Sir,

We (Name of the Bidder) hereby submit our Proposal in response to notice inviting RFP date and RFP document no.....and confirm that:

1. With reference to your RFP document dated, I/we, having examined the Bidding Documents and understood their contents, hereby submit my/our Bid. The Bid is unconditional and unqualified.
2. I/ We acknowledge that the BPFTIO will be relying on the information provided in the Bid and the documents accompanying the Bid for selection of the Bidder for the aforesaid project(s), and we certify that all information provided therein is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying the Bid are true copies of their respective originals.
3. This statement is made for the express purpose of qualifying as a Bidder for the aforesaid Project.
4. I/ We shall make available to the BPFTIO any additional information it may find necessary or require to supplement or authenticate the Bid.
5. I/ We acknowledge the right of the Director BPFTIO to reject our Bid without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.
6. I/ We certify that in the last three years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award, nor been expelled from any project or contract by any public authority nor have had any contract terminated by any public authority for breach on our part.
7. I/ We declare that:
 - I/ We have examined and have no reservations to the Bidding Documents, including any Addendum issued by the Director BPFTIO;
 - I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in the RFP document, in respect of any tender or request for proposal issued by or any agreement entered into with the Director BPFTIO or any other public sector enterprise or any

government, Central or State; and

8. I/ We understand that the Director BPFTIO may cancel the Bidding Process at any time and that the BPFTIO is neither bound to accept any Bid that you may receive nor to invite the Bidders to Bid for the Project, without incurring any liability to the Bidders.
9. I/ We agree and undertake to abide by all the terms and conditions of the RFP document.
10. I/ We offer a Bid Security/EMD to the Director BPFTIO in accordance with the RFP document.
11. I/ We agree and understand that the Bid is subject to the provisions of the Bidding Documents. In no case, I/we shall have any claim or right of whatsoever nature if the Project is not awarded to me/us or our Bid is not opened or rejected.
12. I/ We certified that the period of validity of Proposal is till the end of the Contract Agreement period and I/We are quoting for all the services mentioned in the Scope of Work of the RFP.
13. Director BPFTIO, may contact the following person for further information regarding this Proposal:
Name and full address of office, Contact No., Email ID, Company Name

In witness thereof, I/we submit this Bid under and in accordance with the terms of the RFP document

Yours sincerely,

Signature

Full name of signatory Designation
Name of the Bidder/Company etc.

Name and seal of the Bidder

Date:

Place:

Annexure 2- Tech Form II: Proposal Submission Letter

<< Declaration to be submitted under the signature of Authorized Representative / Signatory of the applicant agency on Official Letterhead and official seal >>

SL. No.	Description	Details	
1	Name of Legal Constitution of Applicant		
2	Status / Constitution of the Firm		
3	Name of Authorized Signatory (Enclose letter of authorization)		
4	Contact address and number		
5	Registration Number		
6	Date of Registration		
7	Place of Registration		
8	PAN Card Number		
9	Primary Single Point of Contact* (For all sort of communication purpose)	Email:	Contact No:
10	Secondary Single Point of Contact*	Email:	Contact No:

Note*:

- 1. All correspondence shall be to the aforesaid email ids only.**
- 2. BPFTIO shall entertain communications received from the aforesaid email ids only.**
- 3. BPFTIO shall not be liable if the Single point of Contact fails to convey relevant information to their organization /Authorities**
- 4. BPFTIO shall not entertain requests from the company to re send Emails.**

For and on behalf of:

Signature:

Name:

Designation:

(Authorized Representative and Signatory)

Date:

Note: Please provide copy of Registration Certificate from the appropriate Registering Authority

Annexure 3- Tech Form III: Bidder's Experience

Sl. No	Name of Client, Contact Person, Telephone No, Mobile No, e-mail, Address	Name of Project/Location	Project Start Date, End Date, Brief of Project	Project Cost	Status (Complete/ In Progress/ Delay)

Annexure 4- Format for the Financial Capacity of Bidder

TOWHOMSOEVER ITMAYCONCERN

On the basis of audited financial statements, we hereby certify that M/S_____ having registered office at(Office address)has an average annual turnover of INR_____in the last three financial years ,in the past three consecutive years.

The details of annual turnover are mentioned below:

Sl.No.	Financial Year	Annual Turnover(inINR)
1	2022-2023	
2	2023-2024	
3	2024-2025	
Average		

Note: Audited financial statements for the past three years should be submitted by the Bidder.

Chartered Accountant:

Signature

Name Registration No. / Membership No.

Contact No.

Seal

Date:

Place:

Note: This turnover statement should also be supported by copies of audited annual statement of the last three years/Annual Report and the turnover figure should be highlighted there.

Annexure 5- Format for Declaration of Non-Blacklisting by the Bidder

<<An affidavit on a **non-judicial stamp paper of INR10**/-by Company Secretary/Authorized Representative and Signatory of the Applicant with his/her dated Sign and Seal >>

AFFIDAVIT

I/We do hereby declare I/We have not been de-recognized / black listed by any State Govt. / Union Territory / Govt. of India / Govt. Organization / Govt. Institutions for supply of Non-standard quality equipment/ Non-supply.

I/We agree that the BPFTIO can blacklist me/us for a period of 3 years if, any information furnished by us proved to be false at the time of inspection / verification and not complying with the Bid terms & conditions.

I / Wedo hereby declare that I / we will supply the as per the terms, conditions & specifications of the bid document.

For and on behalf of:

Signature:

Name:

Designation:(Authorized Representative and

Signatory)Date:

Place

Annexure 6 - Format for Financial Bid

Table: A

SL No.	Description	Name of the Brand	Model	*Per Unit Rate (without tax) Rs.	Qty	Total Cost (without tax) Rs.	Total Cost (with tax) Rs.
1	2	3	4	5	6	7	8
I.	23TR Plant AC(New)				03		
II	Buy back of old Plant AC						
III	Comprehensive AMC for 3 yrs						
	Total Cost						

Note:

- Standard Installation Kit along with extra copper piping, wiring etc. must be included in the above items and rates may be included in the per unit cost but the rates should be indicated separately in the below given format.
- *The quoted rates should be inclusive of all charges i.e. Air Conditioners, installation charges, Uninstallation of Old plant AC ,delivery charges and transit, unloading charges, insurance, OEM Standard warranty, tools or consumables (if any) i.e. Gas, lubricants etc.
- **L1 will be determined after the deduction of buyback price from Total cost of of three new 23TR Plant AC plus Cost of AMC for 3 yrs.**
- Grand Total will be used to decide the order of competitiveness. Contract will be awarded to a single bidder.
- Bidders are requested to read the terms and conditions of the tender before quoting the price offer.
- Director, BPFTIO reserves the right to increase the total quantity/scope of the selected bidder before signing the contract agreement or after signing the contract agreement without any change in the Cost Per Unit (as per the signed contract agreement) for the increased quantities and mutually agreed terms and conditions with following the guidelines of OGFR/GFR.

(Signature of the Bidder Firm with Stamp)

Date:

Place:

Annexure 7- Acceptance of Terms & Conditions contained in the Tender Document

Date:

To
The Director,
Biju Pattanaik Film and Television Institute of Odisha (BPFTIO),
Bose Campus, Cuttack, Odisha-753007

Dear Sir,

I/We have carefully gone through the Terms & Conditions contained in the Tender No. _____, regarding Tender Name <_____>.

I/ We declare that all the provisions of this Tender Document are acceptable to my company. I further certify that I am an authorized signatory of my company and I am, therefore, competent to make this declaration.

Signature of witness
Date:
Place:

Signature of the Bidder
Date:
Place:

Company Seal

Annexure 8 - Declaration of correctness and authenticity of information provided in the Full Technical Proposal

To,
The Director,
Biju Pattanaik Film and Television Institute of Odisha (BPFTIO),
Bose Campus, Cuttack, Odisha-753007.

Dear Sir,

We _____(Bidder name) having principal office at _____(address) do hereby confirm that the information submitted are true to our knowledge and belief. We understand that any falsification of data may lead to cancellation of our Bids.

Yours Sincerely,

Signature(Authorized Signatory)

Name:

Designation:

Phone:

Email:

Annexure 9 - "Manufacturer's Authorization Form"

Tender Ref. No. _____

Dated _____

To,
The Director,
Biju Patnaik Film & Television Institute of Odisha (BPFTIO), Cuttack
Bose Campus, Cuttack, Odisha-753007.

Dear Sir,

We M/s. _____ who are established and reputable manufacturers of

_____ do hereby authorize M/s. _____ (Name and address of Agent / Dealer) to participate in the above tender.

We hereby extend our technical assistance to the bidder during installation and inspection of the product.

We hereby certify that, the equipment being sold would not be declared End of Support (EoS) or become obsolete in the next 5 years. Also, we certify that the products being sold would be covered as per the OEM's Warranty Support from the date of installation, even in the case, the bidder becomes "Out of service".

We have studied the requirements of the product and confirm that we will adhere to the specifications of the tender and quality plan and extend all support during the inspection and provide documentary evidence at the time of inspection for the verification by Client/Client's representative.

Date : _____

Yours faithfully,
(Name)

Signature and
Seal of the OEM

For and on behalf of M/s. _____

(Name of the manufacturer)

Annexure 10 - Bank Guarantee Format for Performance Security (only for selected bidder).

To,
The Director,
Biju Patnaik Film & Television Institute of Odisha (BPFTIO), Cuttack
Bose Campus, Cuttack, Odisha-753007.

WHEREAS <<Name and address of the supplier>> (hereinafter called “the supplier”) has undertaken, in pursuance of contract no.....dated.....to supply.....(description of goods and services) (herein after called “the contract”).

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of(amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show ground or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the.....day of.....,20.....

Our* (Name & Address of the* branch) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our* branch a written claim or demand and received by us at our* branch on or before Dt..... otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

.....
(Signature of the authorized officer of the Bank)

.....
Name and designation of the officer

.....
Seal, name & address of the Bank and address of the Branch

* Preferably at the headquarters of the authority competent to sanction the expenditure for purchase of goods or at the concerned district headquarters or the State headquarters.

Annexure 11 - “Bidder’s Affidavit for Micro and Small Manufacturing Enterprises to get an exemption as per the Odisha Procurement Preference Policy”

<< An affidavit on a non-judicial stamp paper of INR 10/- by Company Secretary/ Authorized Representative and Signatory of the Applicant with his/her dated Sign and Seal >>

AFFIDAVIT

(Applicable to Bidders who fall under the definition of Odisha Small Manufacturing Enterprises)

I, Shri/ Smt/ Ms.....(Designation)..... of (name of the Bidder Enterprise)..... solemnly state the following.

1. That annual turn-over of my enterprise is less than Rs. 50 Cr.
2. That my enterprise has a valid Udyam Registration bearing No..... within the jurisdiction of the State of Odisha.
3. That manufacturing plant/unit of my enterprise is located in Odisha in Village/Town/City_____,Block/ULB_____Dist_____.
4. That the goods for which I am submitting this bid are manufactured in the above-mentioned manufacturing plant/unit of my enterprise.
5. That the goods to be supplied by my enterprise shall be its own manufactured goods.
6. That my enterprise shall not supply goods which are not manufactured by my enterprise.
7. That my enterprise has not been blacklisted/debarred by any Government Organization from participating in current procurement process.
8. That my enterprise comes under the definition of Odisha Small Manufacturing Enterprise (OSME), as defined in the Policy, and is, therefore, eligible for preferences and relaxations provided in the Policy for OSMEs.
9. That I am submitting this affidavit in response to the tender No_____ dated_____ invited by (Organisation Name)_____ for supply of (item name)_____.

I certify that all information furnished by me as above are true and correct. If any information is found to be incorrect, I and my enterprise shall be liable for any punitive action as deemed appropriate by competent authority.

Date : _____

Signature of Bidder

Name of the Bidder_____

Address_____

Mobile No.

Email:

End of Document
