

**GOVERNMENT OF MANIPUR
DIRECTORATE OF YOUTH AFFAIRS & SPORTS
KHUMAN LAMPAK, IMPHAL**

NO.10/16/2014-YAS (PT-I)

Date: 20/02/2018

NOTICE INVITING TENDER

Sealed tender(**two bid system**) is invited by Directorate of Youth Affairs & Sports, Khuman Lampak, Imphal from reputed manufacturers or authorized distributors/suppliers for supply of **sports equipments & kits** for **ARCHERY, ATHELETIC, BOXING, BADMINTON, FOOTBALL, SEPAK TAKRAW, TABLE TENNIS, etc.** with minimum annual turnover of **Rs. 50.00 lakhs (Rupees Fifty Lakhs)** during the last three preceding years for Sports Equipment (including exports) duly certified by CA and preferably having minimum three years of experience in supplying sports goods and equipments to the Govt. Department or PSU for award of contract for supply of sports equipment to the Directorate of Youth Affairs & Sports, Khuman Lampak, Imphal. The interested/intending parties may submit their competitive rates inclusive of all taxes like Taxes and Freight Charges etc; to the Directorate of Youth Affairs & Sports, Govt of Manipur, Khuman Lampak, Imphal and other relevant documents/ information in the prescribed Tender Form.

1.	Tender Cost (Demand Draft)	Rs. 500/-
2.	Last Date of Sale of Tender Documents	05/03/2018
3.	Last Date of Submission of Tender Documents	13/03/2018
4.	* Date of opening of Tender Documents	15/03/2018
5.	Total estimated value of Sports Equipments and kits.	Rs. 19,73,000/-
6.	EMD/ Bid security money through Demand Draft in favour of Director, Youth Affairs & Sports, Govt of Manipur.	Rs. 7500/-
	Website	www.yasmanipur.gov.in

The tender documents may be obtained from the office of the Directorate of Youth Affairs & Sports, Khuman Lampak Imphal - 795010. Tender document during the Office hour on working day are also available on Department website which can be downloaded.

- * Tender bids will be open on **15/03/2018** at **1.00 p.m** at the office of the Director, Directorate of Youth Affairs and Sports, Khuman Lampak, Imphal.

**Sd/-
Director,
Youth Affairs & Sports
Khuman Lampak, Imphal, Manipur.**

**TERMS AND CONDITIONS FOR SUPPLY OF SPORTS EQUIPMENTS AND
KITS FOR DIRECTORATE OF YOUTH AFFAIRS AND SPORTS
GOVERNMENT OF MANIPUR**

1. The word “**Rate contract for supply of sports equipments and kits for Directorate of Youth Affairs & Sports, Govt. of Manipur**” should be super scribed on the top left corner of the envelope bearing the name & address of the tenderer. The sealed quotation should accompany with the following:-

A. Earnest money as per details below in the form of Demand Draft issued by Bank in favour of Director, Youth Affairs & Sports, Govt. of Manipur, payable at Imphal, **(to be submitted in Envelope ‘A’)**

Sports Equipment & Kits - Rs 7500/- (Rupees Seven thousand Five Hundred only)

B. Document completed in all respect duly signed by the tenderer, along with the list of samples of each quoted brand of sports Goods items having name of tenderer/ brand as per Performa at Annexure-11 should be submitted to Director, Directorate of Youth Affairs & Sports, Govt. of Manipur. **(Envelope B).**

C. The rates quoted for each item / brand as per Performa at Annexure – III to be submitted in **(Envelope ‘C’)**.

2. The tender shall be deposited in one envelope **(containing 03 Nos. Separate sealed envelopes)** as above, in the tender box placed in the office of the Director, Directorate of Youth Affairs & Sports, Govt. of Manipur.
3. All tenders are required to mention the name of firm and brand name on each sample (discipline wise) be kept in polythene pack and submitted in a sealed bag / box which will be opened and counted in front of tenderer along with technical bid.
4. The tender received without the above will summarily be rejected.
5. The tentative requirement & technical specifications of different sports goods items is given at **Annexure-I**.
6. Material intended for shall be supplied in full quantity within stipulated time. In case of delay in supply/ non supply/ short supply/ poor quality or any other complaint, Directorate of Youth Affairs & Sports, Govt. of Manipur reserves the right to adjust extra liabilities from the Security Money, disapprove a brand/ all brands or may take any other action as deemed fit.
7. Quotations received without Earnest money, Samples of quoted items, conditional or incomplete is liable to be rejected.

8. The supplies received, if not found as per specification of tendered items, are liable to be rejected.
9. In case the Bidder fails in making the supply in prescribe period and place, the Directorate of Youth Affairs & Sports, Govt. of Manipur, shall have the right to purchase the same from the other source at the risk and cost of supplier.
10. The Directorate of Youth Affairs & Sports, Govt. of Manipur will be legally competent to cancel the contract of supply and also to take any other action against the supplier including imposing of any penalty on the supplier during tendancy and till the final execution of the contract of the supply, in case the supplier is ever found to have committed any fraud against Directorate of Youth Affairs & Sports, Govt. of Manipur, in supplying the material or indulge in any other malpractices thereof causing any financial losses during contract period.
11. In case any dispute arise in regard to the tender, the decision of the Directorate of Youth Affairs & Sports, Govt. of Manipur, will be final and binding.
12. Any dispute, arising out of this contract will be under the jurisdiction of High Court of Manipur.
13. The technical bid of the bidders will be opened first and the financial bid will be opened only those bidders whose Technical bid shall be accepted by the competent authority.
14. It must be noted that this is just an enquiry and does not amount to any Commitment on the part of Directorate of Youth Affairs & Sports, Govt. of Manipur, to order any or all products offered. The decision of Directorate of Youth Affairs & Sports, Govt. of Manipur, in this regard would be final and be entirely, at its discretion.
15. All Bidders will mention technical details and specification as enclosed in Appendix of **Annexure-I**.
16. The rates should be quoted on the basis of per unit and inclusive of all taxes, F.O.R. Destination and installation charges if any.
17. The successful vendor shall supply the prescribed items within one month from the issue of supply letter.
18. The EMD of successful tenderer will be converted into security till the complete supply is made and will be refunded without any interested. The EMD of unsuccessful tenderer will be returned after completion of tender process.

19. The payment will be released after 30 (Thirty) days of released of fund from the state Govt. and on complete supply of material.
20. If the tenders opening day happens to be holiday, the same will be accepted and opened on the next working day.
21. The person signing the tender form (or any other document forming part of the contract) on behalf of another, shall be deemed to guarantee that he has the authority to sign such documents and if, on inquiry it appears that the person so signing had no authority to do so, the purchaser, may without prejudice to other civil and criminal remedies against the contract, holds the signatory liable for all costs and damages and forfeiture of the earnest money.
22. The attempt on the part of the tenderer, to negotiate directly or indirectly, with the authority to whom the tender is being submitted or with the tender accepting authority, before the finalization of tenders, will make tenderer liable for exclusion from the consideration of his/her tender.
23. Director of Youth Affairs & Sports, Govt. of Manipur, reserves the right to reject all or any tender/cancel the tender altogether without assigning any reason.

24. Performance Security

- a) Within **twenty eight (28)** days from date of the issue of Notification of Award by the purchaser, the supplier, shall furnished performance security to the purchaser for an amount equal to **ten percent (10%)** of the total value of the contract, valid upto **(60) sixty days** after warranty period of one **(1) year** from the date of acceptance of the goods by the consignee.
- b) The Performance security shall be denominated in Indian Rupees or in the currency of the contract in the forms of account payee, Demand Draft drawn from any Scheduled Bank in India.
- c) In the event of any amendment issued to the contract, regarding extension of Delivery Period, the Supplier shall, within twenty one **(21) days** of issue of the amendment furnished the corresponding amendment to the Performance Security (as necessary), rendering the same valid in all respects in terms of the contract, as amended.
- d) The Purchaser will release the Performance Security without any interest to the supplier on completion of the supplier's all contractual obligations including the warranty obligations.

(SIGNATURE OF THE BIDDER)
With address and seal

DECLARATION

1. I have read the terms & conditions mentioned in the tender document and undertake to abide the same during the contractual period.
2. The information given in the technical bid by the undersigned is correct.

(SIGNATURE OF THE BIDDER)
With address and seal

**GOVERNMENT OF MANIPUR
DIRECTORATE OF YOUTH AFFAIRS & SPORTS
KHUMAN LAMPAK, IMPHAL**

TENDER FORM NO.10/16/2014-YAS (PT-I)

**TENDER FOR SUPPLY OF SPORTS EQUIPMENT AND KITS FOR
DIRECTORATE OF YOUTH AFFAIRS & SPORTS, GOVERNMENT OF
MANIPUR, KHUMAN LAMPAK, IMPHAL, MANIPUR**

Cost of tender of **Rs. 500/- (Rupees Five hundred only)** by Bank Draft drawn in favour of the Director, Youth Affairs & Sports, Govt. of Manipur has to be submitted. The bidder will have to submit tender cost along with EMD if downloaded from **www.yasmanipur.gov.in**

Last date of receipt submission of tender is **13/03/2018** and Tender will be opened on **15/03/2018** at Directorate of Youth Affairs & Sports, Khuman Lampak, Imphal.

Directorate of Youth Affairs & Sports, Govt. of Manipur, Khuman Lampak, Imphal invites sealed tender from the reputed Manufactures or Authorized distributors/ Agents for supply of sports equipments and kits for Directorate of Youth Affairs & Sports Govt. of Manipur as enclosed at “**Annexure-I**” to this form. The sports equipment quoted should be of the best quality and submitted along with the technical bid documents.

TECHNICAL BID FORM

The following details / documents / certificates issued by the concerned Authorities in respect of the bidder are required to be submitted:

1. Name of Firm / Agency :
2. Name of the Proprietor / Partner :
3. Postal Address of the Firm :
4. Registration Number of the firm/
Memorandum & Articles of :
- Association of the Company
5. Telephone /Mobile/ Fax No. :
6. Email ID :
7. PAN/TAN Number (attached photocopy):
8. VAT/CST Number (attached photocopy):
9. Tin No. (Attached photocopy) :
10. Attach copies of ITR for the last 3 Years
(2015-16, 2016-17& 2017-18) :
11. Attach Copy of Balance sheet duly
Certified/audited by CA showing
Minimum annual turnover of
Rs. 50 (Lakhs) in each year (Trading,
Profit & Loss A/C & Balance sheet)
During last three years i.e
(2015-16, 2016-17& 2017-18) :

12. Documentary proof regarding
 Manufacture / Authorized
 Distributor / Agent :
13. Details of clients
 (Copy of award letter enclosed) :
14. Challan of Sample (copy enclosed) :
15. Details of EMD: Name of the Bank.....
 Bank Draft No..... Date.....
 Amount.....(Rupees.....
only).
16. Details of tender Cost if downloaded from website:
 Name of the Bank.....
 Bank Draft No..... Date.....
 Amount.....(Rupees.....
only).
17. Declaration of the bidder that no case dispute/claim with arbitration Court/consumer forum
 etc. are pending, on a stamp paper of Rs. 10/-

(SIGNATURE OF THE BIDDER)
With address and seal

**GOVERNMENT OF MANIPUR
DIRECTORATE OF YOUTH AFFAIRS & SPORTS
KHUMAN LAMPAK, IMPHAL**

**QUOTATION FOR SUPPLY OF SPORTS EQUIPMENTS AND KITS TO DIRECTORATE
OF YOUTH AFFAIRS & SPORTS GOVERNMENT OF MANIPUR,
KHUMAN LAMPAK IMPHAL.**

**TENTATIVE REQUIREMENT & TECHNICAL SPECIFICATION OF SPORTS
EQUIPMENTS AND KITS:**

SL. NO.	NAME OF EQUIPMENT	SPECIFICATION / BRAND	QNTY.
<u>ARCHERY EQUIPMENT</u>			
1	Target buttress	Local made	
2	Target stand	Local made	
3	Targets faces	122 cm./JVD	
		80 cm. /JVD	
		5 rings (40 cm.) /JVD	
		6 rings (60 cm.) /JVD	
<u>ATHLETIC</u>			
1	Shot put	3 kg. (dai. 90mm)	
2	Javelin	500 gm., 600 gm., 700 gm.	
3	Measuring Tape	50 mtrs, 100 mtrs/Freeman	
<u>BOXING</u>			
1	Boxing Glove	10 Oz / USI	
		12 Oz / USI	
2	Head Gears	USI	
3	Punching Bags	USI	
4	Boxing Pad	USI	
5	Trampoline	(24' by 24')	
<u>BADMINTON</u>			
1	Shuttle Cock	AS-10 (Yonex)	
		Lenin	
2	Badminton Net		
<u>BASE BALL</u>			
1	Baseball	Bhaseen	
<u>FOOT BALL</u>			
1	Football	Nivia Shining Star/Vector	
2	Goal net	Box Type	
<u>HOCKEY</u>			
1	Hockey Ball	Alpha, Flash, PK	
2	Hockey goal net	Box type	
<u>HAND BALL</u>			
1	Handball (women)	size-No.2 latest (Nevia)	
2	Handball (men)	size-No.3 latest (Nevia)	
3	Handball Nets latest	Nevia	

SOFT BALL			
1	Softball	Bhaseen	
SEPAK TAKRAW			
1	Sepak takraw ball	908MN & 909MN/ Marathon	
2	Sepak takraw Net	801MN & 702MN/ Marathon	
TABLE TENNIS			
1	T.T Ball	40+ Stag International	
2	T.T. Net	Stag	
VOLLEY BALL			
1	Ball	Nivia Spot	
2	Net	Nivia	
CONDITIONING ITEM			
1	Motorized Treadmill	T-126 (Viva Fitness)	
2	Elliptical Strider	Kh-737 (Viva Fitness)	
3	Recumbent Bike	Kh-807 (Viva Fitness)	
4	Spin Bike Kh-153	(Viva Fitness)	
5	Crazy Massager	Kh-76 (Viva Fitness)	
6	Home Gym	Kh-325 (Viva Fitness)	
7	Leg Massager	SL-C 30A (Viva Fitness)	
8	TPR Dumbbells :	15 kg X 2 10 Kg X 4 5 Kg X 4 4 Kg X 4 3 Kg X 4 2 Kg X 2	
9	(a) Viva TPR Olympic Hole Plate: (a) 72" Olympic Bar (b) 47" Olympic Bar	20 Kg X 2 15 Kg X 2 10 Kg X 2 IR94039 EZ Curl Bar IR 94047	
10	Benches : (a) Olympic Weight Bench (b) Bench (c) ADBE-10232	Vx-3600 Vx-204 Flat Training Bench	
11	Carom Board	Stag International	

(SIGNATURE OF THE BIDDER)
With address and seal

**GOVERNMENT OF MANIPUR
DIRECTORATE OF YOUTH AFFAIRS & SPORTS
KHUMAN LAMPAK, IMPHAL**

**QUOTATION FOR SUPPLY OF SPORTS EQUIPMENTS AND KITS TO DIRECTORATE OF
YOUTH AFFAIRS & SPORTS GOVERNMENT OF MANIPUR, KHUMAN LAMPAK IMPHAL.**

**FINANCIAL BID FORM
(To be submitted in a separate envelope)**

SL. NO.	NAME OF EQUIPMENT	SPECIFICATION / BRAND	QNTY.
<u>ARCHERY EQUIPMENT</u>			
1	Target buttress	Local made	
2	Target stand	Local made	
3	Targets faces	122 cm./JVD	
		80 cm. /JVD	
		5 rings (40 cm.) /JVD	
		6 rings (60 cm.) /JVD	
<u>ATHLETIC</u>			
1	Shot put	3 kg. (dai. 90mm)	
2	Javelin	500 gm., 600 gm., 700 gm.	
3	Measuring Tape	50 mtrs, 100 mtrs/Freeman	
<u>BOXING</u>			
1	Boxing Glove	10 Oz / USI	
		12 Oz / USI	
2	Head Gears	USI	
3	Punching Bags	USI	
4	Boxing Pad	USI	
5	Trampoline	(24' by 24')	
<u>BADMINTON</u>			
1	Shuttle Cock	AS-10 (Yonex)	
		Lenin	
2	Badminton Net		
<u>BASE BALL</u>			
1	Baseball	Bhaseen	
<u>FOOT BALL</u>			
1	Football	Nivia Shining Star/Vector	
2	Goal net	Box Type	
<u>HOCKEY</u>			
1	Hockey Ball	Alpha, Flash, PK	
2	Hockey goal net	Box type	
<u>HAND BALL</u>			
1	Handball (women)	size-No.2 latest (Nevia)	
2	Handball (men)	size-No.3 latest (Nevia)	
3	Handball Nets latest	Nevia	
<u>SOFT BALL</u>			
1	Softball	Bhaseen	
<u>SEPAK TAKRAW</u>			
1	Sepak takraw ball	908MN & 909MN/ Marathon	
2	Sepak takraw Net	801MN & 702MN/ Marathon	

TABLE TENNIS			
1	T.T Ball	40+ Stag International	
2	T.T. Net	Stag	
VOLLEY BALL			
1	Ball	Nivia Spot	
2	Net	Nivia	
CONDITIONING ITEM			
1	Motorized Treadmill	T-126 (Viva Fitness)	
2	Elliptical Strider	Kh-737 (Viva Fitness)	
3	Recumbent Bike	Kh-807 (Viva Fitness)	
4	Spin Bike Kh-153	(Viva Fitness)	
5	Crazy Massager	Kh-76 (Viva Fitness)	
6	Home Gym	Kh-325 (Viva Fitness)	
7	Leg Massager	SL-C 30A (Viva Fitness)	
8	TPR Dumbbells :	15 kg X 2 10 Kg X 4 5 Kg X 4 4 Kg X 4 3 Kg X 4 2 Kg X 2	
9	(b) Viva TPR Olympic Hole Plate: (c) 72" Olympic Bar (d) 47" Olympic Bar	20 Kg X 2 15 Kg X 2 10 Kg X 2 IR94039 EZ Curl Bar IR 94047	
10	Benches : (d) Olympic Weight Bench (e) Bench (f) ADBE-10232	Vx-3600 Vx-204 Flat Training Bench	
11	Carom Board	Stag International	

1. Name of Firm/ Agency
2. Name of the Proprietor / Partner
3. Address of the firm

I/We hereby submit my/ our competitive quotation/amount of inclusive of all taxes like VAT/Sale Tax/ Freight Charge etc, for Directorate of Youth Affairs& Sports, Govt. of Manipur, Imphal.

I/ We have read the above terms & conditions of this tender and understood the same and shall abide by them. It is certified that I am authorized signatory of the firm.

(SIGNATURE OF THE BIDDER)
With address and seal

**TENDER FOR SUPPLY OF SPORTS EQUIPMENTS AND KITS FOR
DIRECTORATE OF YOUTH AFFAIRS & SPORTS GOVERNMENT OF
MANIPUR, KHUMAN LAMPAK IMPHAL.**

CHALLAN FOR SAMPLE SUBMISSION

Rate contract for..... (To be submitted in envelope B)
Challan No.....Date..... (Listing items as per order mentioned
in the tender under submission).

VAT / Sale Tax No. & Date.....

PAN No. & Date.....

Tender No.....

EMD Bank Draft No & Date

Amount of Draft

Complete Address (in capital Letter):

Sl.No.	Name of Equipments	Brand	Technical Specification	No. of Samples

(AUTHORISED SIGNATORY)
With address and seal

Note: One Performa be used for one brand only.

FORMAT OF AFFIDAVIT FOR SUBMISSION OF THE QUOTATION
ON JUDICIAL STAMP PAPER

Certified that the quality and brand of goods quoted in the tender are correct and as per specification and allied Technical details mentioned in **Annexure-II**. The concern party is liable to pay damage out of the Security in case of any defect. Directorate of Youth Affairs & Sports, Govt. of Manipur, Khuman Lampak, Imphal may imposed penalty as deemed fit & will have right to make recovery from Security or to make deduction from the bill.

(Signature of Tenderer with Seal)

FORMAT FOR SUBMISSION OF QUOTATION OF THE FIRM

To,

The Director,
Youth Affairs & Sports
Government of Manipur.

Subject: Rate contract to Supply Sports Equipments, for Directorate of Youth Affairs & Sports, Khuman Lampak, Imphal.

In response to tender notice published in the.....on..... I had purchased tender form No.....from your office.

I am sending herewith my tender document as under:-

- a) **Technical Bid:-** The tender document duly signed on each page and all other documents to be submitted along with the tender (**envelope-B**)
- b) **Financial Bid:-** The financial bid for the supply is in (**envelope-C**)

** The following details and supporting documents are available in **envelope – B** for evaluating eligibility etc:-

- a) PAN Number (Copy enclosed)
- b) Details of clients to whom the Sports Equipment was supplied and copy of award letter enclosed.
- c) Copy of audited balance sheet for the last three years (2015-16, 2016-17 & 2017-18) should be submitted showing the annual turnover of **Rs 50.00 lakhs** towards sale of sports goods items.
- d) Affidavit in judicial stamp paper.

That, I /we will be responsible for all the contractual obligation including uninterrupted supply, quality of consumable and non consumable sports equipment items etc.

This is certifying that I / we have studied the terms & conditions and understood all Clause of the tender in case of award of contract / supply order. I / we undertake to abide by all the terms & conditions mentioned in the same.

Date:
Encl: As above

(AUTHORISED SIGNATORY)
With address and seal

MANUFACTURER’S AUTHORISATION FORM

To,
The Director,
Youth Affairs & Sports
Govt. of Manipur

Dear Sir,

Ref. Your Bidding Reference No..... dated.....
We,who are proven and reputable
manufactures of.....(*name and description of the goods offered in
the bid*) having factories at, hereby authorise
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 hereby extend our Guarantee / warranty for a period of **1(one)** year from the date
of receipt of item as per the tender conditions for the items offered for supply against the
tender submitted by the above firm.

Yours faithfully,

.....
.....

[*Signature with date, name and designation*]

For and on behalf of Messrs

[*Name and address of the manufacturers*]

Note: 1.This letter of authorisation 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.

QUALIFICATION CRITERIA & PERFORMANCE STATEMENT**(A) QUALIFICATION CRITERIA**

Bid Reference No.:

01. The Bidder must be a Manufacturer or its Authorized Agent.

S.N	QUALIFICATION CRITERIA	
(i)	The Manufacturer / Bidder should.....Equipment for all National/international..... competitions or championships.....and should submit documentary evidence in this regard	
(ii)	Annual Turn Over of Manufacturer (Average of last 3 years) (Enclose documentary evidence such as Balance Sheet certified by C.A.)	Rs.....(or equivalent in Foreign Currencies)
(iii)	Proven past performance of bidder/Manufacturer of having supplied installed and commissioned.....Equipment to sports stadia/sports academies / sports federations/sports training centres in last 3 years.	The Manufacturer / bidder should have completed contracts of supply, installation and commissioning of Equipment totalling more than Rs.....during the last 3 years.
(iv)	Quality Assurance Certification for manufacturer: ISO 9000 or equivalent preferred.	
(v)	In case Bidder is not a manufacturer then the Bidder should be an exclusive authorized agent of the manufacture and in business of supply, installation and commissioning of equipment for more than 3 (three) years.	
(vi)	The product should conform to the specification, as approved by.....The bidder should furnish documentary proof along with the bid.	

02. In support of above, the bidder shall furnish required documents along with Performance Statement as per Pro-forma.

PROFORMA FOR PERFORMANCE STATEMENT**(For the period of last three years)**

Bid Reference No. :

Date of Opening :

Name and address of the Bidder :

Name and address of the Manufacturer :

Order placed by full address of Purchaser	Order No. and Date	Order placed on	Description and quantity of ordered goods and services	Value of orders	Date of completion of Contract		Remarks indicating reasons for delay if any	Are the goods supplied functioning Satisfactory
					Actual per contract	Actual		
1	2	3	4	5	6	7	8	9

Signature and seal of the bidder**Note:**

1. Purchaser reserves the right to ask for as well as the bidder to furnish Order copies and satisfactory Consignee Certificate in respect of above.
2. The Purchaser reserves the right to ask for a free demonstration of the quoted equipment at a pre determined place acceptable to the Purchaser for technical acceptability as per the Bid specifications, before the opening of the Price Bid.

NEFT MANDATE FORM

From: M/s.....

Date:

To,

The Director,
 Youth Affairs & Sports
 Govt. of Manipur, Imphal-795001

Sub: NEFT PAYMENTS

We refer to the NEFT being set up by Directorate of Youth Affairs & Sports, Govt. of Manipur. 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 MANDATE FORM

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

.....

[Signature with date, name and designation]

For and on behalf of Messrs.....

Confirmed by bank
 Enclosed a copy of Crossed Cheque

[Name & address of the manufacturers]

UNDERTAKING

To

Tender enquiry No.....
For supply of.....

Sir,

1. Shri.....
on behalf of M/shaving registered office atdo hereby declare that I have gone through the terms and conditions mentioned for the above and undertake to comply with all tender terms and conditions. The rates quoted by me/us are valid and binding on me/us for acceptance for a period of one year from the date of award of contract to us.
2. I/We undersigned hereby bind myself/ourselves to the office of.....to supply.....the rates quoted by me/us for the items tendered for are specified against each. It is certified that rates quoted are lowest for any institution in India and not higher than the MRP/prevaling market rate.
- 3 The articles shall be strictly as per specification and of the best quality as per requirement of the institution. The decision of the office of(hereinafter called the said Purchaser) as regards to the quality and specification of article shall be final and binding on me/us.
- 4 We undertake and confirm that
 - a) **Warranty**: The item, supplied shall be covered under warranty for a period of one(1) year from the date of receipt and any maintenance or repair arising during this period of 1year including replacement of parts if any, shall be carried out by us at our own cost without any cost liability on the purchaser.
 - b) **Authorization from Manufacturer**: We shall furnish authorization from the manufacturer undertaking to the purchaser in appropriate format assuring full

guarantee/warranty obligations valid for a period of 1 year from the date of receipt of the supplied item.

- 5 We agree to the conditions of the tender under which the **“EARNEST MONEY DEPOSIT”** and **“PERFORMANCE SECURITY DEPOSIT”** shall be forfeited by us.
- 6 We hereby undertake to pay the penalty as per the terms and conditions of the contract for delayed supply of the ordered items.
- 7 We agree to accept the amount of the bill to be paid by the purchaser after completion of all formalities and should any amount of the bill found by the purchaser/auditors to have over-paid; the amount so found shall be refunded by me/us
- 8 We hereby undertake to supply the items during the validity of the tender as per direction given in supply order within the stipulated period.
- 9 The tender inviting authority has the right to accept or reject any or all the tenders without assigning any reason.
- 10 We understand all the terms and conditions of the contract and bind myself/ourselves to abide by them.
- 11 We hereby declare that there is no vigilance/CBI or court case pending/contemplated against us at the moment.

SIGNATURE :

NAME & DESIGNATION :

DATE :

**NAME& ADDRESS OF
THE FIRM** :

SEAL :

FORM OF CONTRACT AGREEMENT

THIS CONTRACT AGREEMENT is made

The.....day of..... year.....

Between

(1) Name and address of the purchaser:

(2) Name and Address of the supplier:

Whereas the Purchaser invited bids for certain goods and ancillary services, viz, [*insert: brief description of goods and services*] and has accepted a bid by the supplier for the supply of those goods and services in the sum of [*insert; contract price in words and figure*] (herein after called “**The contract price**”)

NOW THIS AGREEMENT WITNESSESS HAS FOLLOWS:

1. In this agreement words and expression shall have the same meaning as are respectively assigned to them in the condition of contract referred to.
2. The following documents shall constitute the contract between the purchaser and the supplier, and each shall read and constructed as an integral part of the contract:
 - a) This contract agreement
 - b) General condition of contract
 - c) Technical requirement (including Technical Specification)
 - d) Price Schedule
 - e) Others standard forms
3. In consideration of the payment to be made by the purchaser to the supplier as hereinafter mentioned, the supplier hereby covenants with the purchaser to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the contract.
4. The purchaser hereby covenants to pay the supplier in consideration of the provision of the goods and services and remedying of defects therein, the contract price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.
5. We agree to all terms and conditions of Contract.

6. We further understand that you are not bound to accept the lowest or any Bid you may receive against your above-referred Bid Reference.
7. We confirm that we do not stand deregistered/banned/blacklisted by any Govt. Authorities.
8. We confirm that we fully agree to the terms and conditions specified in above mentioned Bidding Document, including amendment/ corrigendum if any

For and behalf of the purchaser

Signed:.....

In the capacity of [insert: title or other appropriate designation]

In the presence of

For and behalf of the supplier

Signed:

In the capacity of [insert: title or other appropriate designation]

In the presence of.....