



**INDIAN MARITIME UNIVERSITY
MUMBAI PORT CAMPUS**

(A Central University)

MINISTRY OF PORT, SHIPPING & WATERWAYS, GOVT. OF INDIA
HAY BUNDER ROAD, MUMBAI – 400 033.

TENDER FOR

**“SUPPLY OF STITCHED UNIFORM AND UNIFORM ACCESSORIES” TO
THE CADETS OF IMU MUMBAI PORT CAMPUS”**

TENDER NO: IMU-MPC/PUR/UNIFORM/2022/27

VOLUME – I

TECHNICAL BID

Issue of Tender Document	:	25.08.2022
Pre-Bid Meeting	:	1530 Hrs. on 01.09.2022
Last Date for Submission	:	Up to 1700 Hrs on. 15.09.2022
Opening of Technical Bid	:	1130 Hrs on 16.09.2022
Earnest Money Deposit (EMD)	:	NIL (Please fill Annexure-IV)
Estimated Cost	:	18.00 Lacs

All bidders are requested to visit IMU Mumbai Campus website :www.imumumbaiport.ac.in & www.imu.edu.in for regular updates .If any query w.r.t. the tender all bidders are requested to email on procurement.mumbaiport@imu.ac.in

भारतीय समुद्री विश्वविद्यालय, मुंबई पोर्ट परिसर
Indian Maritime University Mumbai Port Campus
(केंद्रीय विश्वविद्यालय, भारत सरकार)
(A Central University, Government of India)
हे बंदर रोड, मुंबई/HAY BUNDER ROAD, MUMBAI-400033.

INDIAN MARITIME UNIVERSITY

(A Central University, Govt.of India)

MUMBAI PORT CAMPUS

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TENDER FOR "SUPPLY OF STITCHED UNIFORM AND UNIFORM ACCESSORIES" TO THE CADETS OF IMU MUMBAI PORT CAMPUS"

1. **Introduction:** The Indian Maritime University, Mumbai Port Campus, Mumbai – 400 033 a body established by an Act of Parliament (Indian Maritime University Act – 22 of 2008) invites tender for "Supply of Stitched Uniform and Uniform Accessories to the Cadets of IMU- Mumbai Port Campus".
2. **SUBMISSION:** The Tender shall be submitted in the prescribed format by hand delivery / by Registered / Speed Post, so as to reach the Office of **THE DIRECTOR, INDIAN MARITIME UNIVERSITY, MUMBAI PORT CAMPUS, HAY BUNDER ROAD, MUMBAI-400 033** on or before last date of submission.
3. **OPENING OF BID:** The Tender will be opened in the presence of authorized committee Members of the bidding firms who choose to attend at the time of Opening of technical bid in the IMU Mumbai Port Campus Office Hay Bunder Road, Mumbai 400033. Financial Bid will be opened of the tenderer who qualifies in the technical bid evaluation.
4. **SCOPE OF TENDER:**
 - 4.1. Supply of stitched uniform and uniform accessories to the cadets of IMU-MPC
 - 4.2. The required stitched uniform and uniform accessories are of different measurements. Successful tenderer should make arrangements to take measurement of different sizes of stitched uniform and uniform accessories of male and female cadets within working hours (9.30 am to 5.30 pm) at their own cost with prior permission and to deliver the stitched uniform and uniform accessories within the time frame stipulated in the tender.
 - 4.3. **Measurements** for stitching of stitched uniform and uniform accessories should **be completed within 07 days** on intimation from university.
 - 4.4. The tenderer shall supply the stitched uniform and uniform accessories of different sizes strictly as per the cloth and stitching specifications.
 - 4.5. The stitched uniform and uniform accessories are to be supplied at Indian Maritime University, Mumbai Port Campus, Mumbai – 400033.
 - 4.6. The tenderer shall arrange themselves all tools & tackles, machines, labour, transportation and the consumables required for stitching the stitched uniform and uniform accessories.
 - 4.7. **All the stitched uniform and uniform accessories shall have the tag**

of cadet's number and be neatly packed in transparent polythene bag. The contents of the tag should be visible outside so that without opening the polythene bag, the contents can be verified. (read /seen).

4.8. **Stitching requirements:**

- 4.8.1. The thread, button, canvas & lining used for stitching uniforms should be of very good quality.
- 4.8.2. The quality of stitching should be neat and have fine finishing and the stitching should last longer at least for a minimum period of one year.
- 4.8.3. Good quality of zip for the trousers shall be used and such zips should last longer at least for a period of one year. If it fails within a period of one year, it shall be replaced and stitched free of cost by the tenderer. The Tenderer shall also provide good quality of gripper.
- 4.8.4. Wrong measurement or exchange of measurements of cadets resulting in the uniforms becoming unfit to wear, shall attract replacement of new stitched uniform from the contractor at his/her own cost.
- 4.8.5. 2 extra buttons for the shirt, to the button strip of the shirt from inside shall be attached.

5. **Pre- Qualification Criteria:**

- 5.1. The tenderer during past 3 years (2019-20, 2020-21, 2021-22) should have executed for each Package:
 - 5.1.1. Three similar jobs each costing not less than the amount equal to 40% of the estimated cost. **Or**
 - 5.1.2. Two similar jobs each costing not less than the amount equal to 50% of the estimated cost. **Or**
 - 5.1.3. One similar job costing not less than the amount equal to 80% of the estimated cost.

(Mode of Proof: Attested copy of Purchase- order / Contract showing that the bidder had executed similar jobs for the last 3 years) ["Similar Job" means Supply of stitched uniforms to State/Central Government, State/Central Government undertakings or Educational Institutions etc." as referred above in this clause.]

- 5.2. The bidder should submit the Income Tax returns for last three financial

years i.e 2019-20, 2020-21 & 2021-22 with the Technical bid of Tender documents. (Self attested ITR Certificates)

- 5.3. Copy of PAN, GST, Trade License, Shop & Establishment Act and Address proof for having office / firm / shop in any part of Indian Territory.
- 5.4. The bidder must have Average Annual Turnover of not less than Rs. 5.4 Lacs during the three out of Five preceding previous Financial years (2017-2018, 2018-2019, 2019-2020, 2020-21, 2021-2022). (Mode of proof : Copy of Profit and Loss account and Balance sheet of the company for each of the 5 years authenticated by a Chartered Accountant.
- 5.5. The tenderer shall not have been blacklisted during the last 3 years by the departments/ministries of the Government of India/PSUs/Corporate Sectors/Educational Institutions/any other reputed organisations. Documentary proof for meeting eligibility criteria shall be enclosed with the tender and shall include certificates on timely completion.

[NOTE : If any of the eligibility criteria is not fulfilled by the tenderer, the same may lead to rejection of bids on technical grounds and price bid for that firm shall not be considered.

6. **Earnest Money Deposit:** Every tenderer shall submit a bid security declaration in the attached format(**Annexure-IV**).
7. **Security Deposit:** The successful bidder should pay an amount of 3% of the contract value in the form of demand draft from any nationalized bank drawn in favour of "Indian Maritime University – Mumbai Port Campus" payable at Mumbai. IMU reserves the right to deduct any amount due for recovery from the contractor out of the Security Deposit amount. The security deposit will not bear any interest thereof.
8. **DELIVERY PERIOD:** The delivery period for supply of uniforms and accessories shall be within **21** days from the date of measurement taken in all respects or within 30 days of issue of Work Order, whichever is earlier.
9. **PAYMENT TERMS:** Payment will be made on successful supply of complete uniforms and accessories after certified by authorized committee members.

10. **DURATION OF THE CONTRACT PERIOD:** The Contract will be awarded to the successful bidder and its validity period is 1 (one) year from the date of work order issued initially. It may be extended by the Director, IMU-MPC for two more years (on year to year basis upon mutual consent) based on the performance of the bidder if satisfactory. Director, IMU – MPC will have the sole discretionary power for the extension of Contract.
11. **VALIDITY:** The tender shall be valid for a period of 120 Days from the last date for submission of the tender.
12. **CORRIGENDUM:** Any corrigendum if required in the tender document will be displayed in the website as well as notified to those who have purchased the document.
13. **INSTRUCTIONS TO TENDERERS:**
- 13.1. Tender should be submitted in sealed tamper proof cover super scribed with the name of the work. All pages of tender documents, conditions, corrigendum if any and drawings etc. shall bear the signature of the tenderer at the lower right hand corner. The tender should bear the full signature of the tenderer or if the tenderer is partnership firm, then tender should bear the full signature of all the partners or the signature of the person holding power of attorney on behalf of such tenderer and in case the tenderer is a Pvt. Ltd. or Public Ltd., Co. by any competent / authorized person duly authorized by an official not below the rank of Director or Chief Executive or the Board. Any corrigendum or addendum will also form the part of the tender document and will have to be submitted by the tenderer along with the tender.
- 13.2. The Tenderer must bid all the items in a group. The tenderer shall quote his rate for each item mentioned in the price bid both in figures and in words and also fill up the amount column without any omission. In case, the tenderer has not filled any column in the price bid then price bid shall not be considered. The quoted price should be inclusive of all taxes and duties and delivery charges etc. No escalation what so ever will be allowed during the contract period.
- 13.3. In case any clarification/information is required, the tenderer may obtain it in writing, well in advance, from the Deputy Registrar (Admin). In any case the tenderer will be responsible to bind himself to the terms & conditions corrigendum if any, and specifications of the tender once submitted by him.
- 13.4. The Tenderers are required to submit two separate Bids i.e. - Technical

and Financial, as per prescribed proforma. The two Bids should be submitted in two separately sealed envelopes super scribed "Technical Bid for Supply of Stitched uniform and uniform accessories to the cadets of IMU-Mumbai Port Campus" and "Financial Bid for Supply of Stitched uniform and uniform accessories to the cadets of IMU-Mumbai Port Campus". Both the above said sealed envelopes should be put in a third envelope sealed and super scribed "Tender for Supply of Stitched uniform and uniform accessories to the cadets of IMU-Mumbai Port Campus".

13.5. COVER-1- Technical bid shall include the following:-

13.5.1. Photo copy of PAN/GSTN.

13.5.2. Photocopy of Registration with appropriate Sales Taxes authorities/TIN.

13.5.3. Duly filled in Tender-Documents including all relevant details and certificates. (Except Price Bid/ Financial Bid)

13.5.4. All documents as per Pre-qualification Criteria mentioned in the tender documents.

13.5.5. Samples of each items mentioned in price bid with proper marking/ labeling.

13.6. COVER-2 – Price bid

13.6.1. The Tenderer must bid all the items in a group. The tenderer shall quote his rate for each item mentioned in the price bid both in figures and in words and also fill up the amount column without any omission. In case, the tenderer has not filled any column in the price bid then price bid shall not be considered.

13.6.2. The two envelopes along with the covering letter, EMD, shall then be sealed in an outer envelope. The envelope shall contain the following:

13.6.2.1. Outer Envelope:

13.6.2.1.1. A Covering Letter;

13.6.2.1.2. Bid Security Declaration;

13.6.2.1.3. Technical Bid Cover –1; and

13.6.2.1.4. Price Bid Cover – 2.

**13.7. The sealed outer envelope of Tender-bids shall be addressed to:
THE DIRECTOR, INDIAN MARITIME UNIVERSITY, MUMBAI PORT
CAMPUS. HAY BUNDER ROAD, MUMBAI – 400 033.**

13.8. All communication with regard to this tender is to be addressed to the

above address only and email to procurement.mumbaiport@imu.ac.in.

- 13.9. The completed tenders should be submitted on or before last date of submission at the above address.
- 13.10. The IMU, in exceptional circumstances, and in its sole discretion reserves the right to extend the tender due date by issuing a corrigendum.
- 13.11. The offer will remain valid for a period of 90 days from the last date for submission of tender.
- 13.12. IMU reserves the right to cancel or withdraw the tender any time. IMU also reserves the right to reject part /full of any or all tenders without assigning any reasons thereof.
- 13.13. The Tenderer should sign in each page of the tender and number the pages serially.
- 13.14. Overwriting should be avoided. Correction, if any, shall be made by neatly crossing out, initialing, dating and rewriting.
- 13.15. References, information and certificates from the respective clients certifying suitability, technical knowhow or capacity of the Tenderer should be signed by an officer not below the rank of Class I officers or equivalent.
- 13.16. The Tenderer may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. However the Tenderers are also advised not to attach superfluous / additional information beyond the requirements of the Bid. No information will be entertained after technical bid is submitted, unless it is called for by IMU.
- 13.17. Documents submitted in connection with the tender will be treated as confidential and will not be returned.

14. TENDER OPENING/BIDDER PARTICIPATION/STAGES OF EVALUATION (TECHNICAL & FINANCIAL):-

- 14.1. The Technical Bids will be opened in the Conference Room, Indian Maritime University, Mumbai Port Campus, Hay Bunder Road, at 1130 Hrs on 16/09/2022 . Any bidder who is willing to observe the tender opening, may, in person or through his authorized representative, be present at the venue and witness the tender opening. In case of authorized representative, bidder should send a letter of authorization containing the specimen signature of their representative who is deputed to be present at the time of opening of tender. Representatives without carrying the letter of authorization will not be permitted to witness the opening of the tender. The maximum number of representatives that a bidder can depute to

witness the opening of the tender will be limited to one.

- 14.2. The tenders will be opened in the presence of the committee members and authorized representative of bidders. The financial bids of all the bidders will be kept in a separate cover, sealed and signed by the committee members.
- 14.3. The Cover - I -"TECHNICAL BID" (application to qualify) shall contain all relevant data and information as sought by the University to draw up a list of qualified agencies who can take part in the tender process and whose "FINANCIAL BID (TENDER)" can be opened.
- 14.4. All information called for in the enclosed forms should be furnished / filled against the respective columns in the forms. If information is furnished in separate documents, reference to the same should be given against respective columns. Such separate documents shall be chronologically placed at the end of the prescribed application. If information is 'nil' it should also be mentioned as 'nil' or 'no such case'. If any particulars / query is not applicable in case of the Tenderer, it should be stated as 'not applicable'. However, the Tenderers are cautioned that not giving complete information called for in the Tender forms required, not giving it in clear terms or making change in the prescribed forms or deliberately suppressing the information may result in the Tenderer being summarily disqualified.
- 14.5. The Cover- II -Price Bids will be opened in the presence of the qualified bidders or their authorized representatives, if they choose to attend and present. The procedures and number of participants etc., for opening Cover - II will be the same as the procedures outlined in Clause (14.1)
- 14.6. After evaluating the price bids received under Cover - II the lowest bidder in each individual Package (A,B,C and D) of the financial bid will be awarded the contract.
- 14.7. In case the financial bid of more than one bidder is same as L-1, then Indian Maritime University, Mumbai Port Campus may decide L1 on the basis of turnover of bidder for last three years average.
- 14.8. IMU reserves the right to accept any bid under this tender in full or in part, or to reject any bid or all bids without assigning any reason.
- 14.9. The IMU shall have the right to call upon the Bidders to explain/substantiate/prove the various claims made by the Bid document and if satisfactory explanation/proof is not forthcoming, the IMU reserves the right to treat the claim as "Not Proved" and ignore it.
- 14.10. The bidder must bid for all the packages and all item in each of the

package. In case bidder has submitted bid for few item in a package or not bid for all the packages then bid will be rejected i.e. partial bid is not acceptable. In case none of the Bidders quoted for any one of the package than the tender will be re-floated for that package. IMU shall decide L1 for each package.

14.11. Bidders are not allowed to submit multiple bids nor bid through a consortium.

14.12. Bidders are not allowed to sub-contract any part or whole of this contract.

14.13. Information, references and certificates from the respective clients certifying technical, delivery and execution capability of the Bidder should be signed and the contact numbers of all such clients should be mentioned. The IMU, Mumbai Port Campus may also independently seek information regarding the performance from the clients.

14.14. All prices/rates in the Price Bid should be clearly written both in figures and in words. In case of a discrepancy between the prices/rates in figures and words, the prices/rates in words will be considered correct.

14.15. Bidder should avoid alterations/corrections in the prices/rates submitted by them. However, if alterations/corrections in prices/rates are in escapable each alteration/ correction should be indicated both in figures and words and duly attested under the full signature of the Authorized Signatory of the Bidder.

14.16. The Bidder may furnish modes of proof other than the ones indicated but it shall be entirely up to IMU Mumbai Port Campus whether to accept them or not.

14.17. Uniform to be delivered at the address given below:

**Deputy Registrar
Indian Maritime University
Mumbai Port Campus,
Hay Bunder Road
Mumbai – 400 033**

15. **FINAL DECISION MAKING AUTHORITY:** IMU-MPC reserves the right to accept or reject any application and to annul the qualification process / tender process and reject all applications at any time without assigning any reason or incurring any liability to the Tenderers.

16. **PROVISIONAL QUANTITIES:** The quantity provided against each item provided in the price bid is only probable. They are liable to change and must be considered as advance information only to assist the Bidder. The quantity variation provided in the price bid are likely to vary 25% (+) or (-) for which

there will not be any revision of rate in whatsoever manner. In case the quantity varies payment will be made for actual quantity ordered on pro- rata basis.

17. **Samples of items:** Tenderers are required to submit the samples of each items as inspected at IMU-MPC or of higher quality provided in price bid along with Technical bid. In case you fail to submit the samples of the quoted items along with offer, your offer is liable for rejection without any further correspondence. Samples must be labeled with the Tenderer's name address and according to SI. No. of the item and brand should be specifically mentioned. The samples will be examined and accepted by the authorized person of IMU, Mumbai, before price-bid opening.
18. **Settlement of Disputes:** If any dispute arise between the Bidder and the IMU which cannot be resolved amicably through mutual negotiations, the same shall first be resolved through Arbitration, failing which in a Court of competent jurisdiction based in Mumbai irrespective of the locus of the dispute. Conditional tender will be rejected without assigning any reason. The contractor shall be primarily liable to all applicable statutory payments to be made under, and for the observance of the regulations without prejudice to the University's right to be indemnified from its contractor.
19. **Termination of Contract:** The competent authority of IMU accepting the tender may without prejudice to the right against the contractor in any delay or inferior workmanship or otherwise or to any claims for damage in respect of any breaches of contract and without prejudice to any rights or remedies under the provision of this contract or otherwise and whether the date of completion has or has not elapsed by notice in writing, absolutely determines whether the contract can be terminated in any of the following cases:
 - 19.1. If the contractor has been given by Director or his representative a 7 days' notice to rectify, or replace any defective work and in the opinion of Director or his representative that the contractor will be unable to complete the work and secure completion of the work by the date of completion.
 - 19.2. If the contractor, being a company pass a resolution or the court shall make order that company shall be wound up or any instructions are received from Income Tax department or any Government Organization.
 - 19.3. If the contractor commits breach of any of the terms and conditions of the contract then decision of the Director, IMU Mumbai Port Campus is final.
 - 19.4. If the contractor becomes insolvent, when the contractor has made himself liable for action under any of the cases aforesaid. The Director on behalf of IMU shall take action as under:

- 19.4.1. To terminate or annul the contract and upon such termination or rescission, security deposit of the contractor shall be liable to be forfeited and shall be at disposal of the IMU.
- 19.4.2. To carry out the balance work through another agency and recover the balance amount arising out of difference between the later rate and former rate from the original selected tenderer, from any amount payable to him including Earnest Money, any bills payable, Security Deposit or any amount payable to him for any other work.
- 19.4.3. To take possession, of any tools, plants, materials and stores in or upon the work or site thereof belonging to the contractor and procured by the contractor and intended to be used for execution of work and given due credit while setting account or given requisite notice to remove all such materials failing which action shall be taken to either remove them from the site of work at the contractor's expense or sell them by auction on account of contractor at his risk and cost.
- 19.5. If the contractor violates rules and regulations of the University or damages the University property, a penalty of 0.5% of the work order amount will be recovered from their dues.
- 19.6. IMU reserves its rights to divide the work among different agencies or not to execute any items in the schedule of work or to call any agency for negotiation without assigning any reason and without giving any reference to anybody and also to divide the work among two, three agencies.
- 19.7. No work will be sub-letted to other agency, if found the said agency will be black listed by intimating to the other organization
- 19.8. No mobilization advance will be given to the contractor.

20. **Specification of materials and works:**

- 20.1. The contractor submitting the tenders are requested to visit the campus to inspect the samples of cloth for stitched uniform and uniform accessories. They are informed to submit /supply a sample of stitched uniform and uniform accessories of the cloth sample inspected at IMU-MPC or of higher quality.
- 20.2. All materials used shall be new and no material shall be used on the work without the prior approval of the Director or his representative. The decision of the Director or his representative regarding the quality of any materials used on the work will be final and binding on the contractor. He shall remove any material rejected as unfit for use on the work at his own cost as soon as he is ordered to do so, failing which the Director or

his representative shall remove such materials and shall deduct the cost incurred by such removal by the IMU from any moneys due to the contractor.

20.3. All the work shall be carried out as per relevant specifications and to the satisfaction of Director or his representative.

20.4. The specification of all materials is as follows:

20.4.1. The following items listed in Package A:-

Sr. No.	Description	Specification for cloth IS-15853 or latest
1	Stitched white terry cotton shirt (Half sleeves)	As per sample (The samples can be checked at IMU Mumbai Port Campus on any working day)
2	Stitched white terry cotton shirt (Full sleeves)	
3	Stitched white terry cotton Half pant	
4	Stitched white terry cotton Trousers	
5	Stitched black terry cotton Trousers	
6	Stitched Boiler suit	
7	Blue woolen Blazer with College Insignia	
All the above mentioned items are White Terry Cotton Clothes.		
Recommended brands (Siyarams, Vimal, S Kumar, Raymond)		

20.4.2. The following items listed in Package B:-

Sr. No.	Description	Specification for cloth IS-15853 or latest
1	White uniform peak cap with zari badge	As per sample (The samples can be checked at IMU Mumbai Port Campus on any working day)
2	Berret Cap (Navy Blue) with zari badge	
3	White Nylon Belt with Buckle	Material 100% Nylon As per sample (The samples can be checked at IMU Mumbai Port Campus on any working day)
4	Black Nylon Belt with Buckle	
5	Black Nylon socks in pairs	
6	White Nylon socks in pairs	
7	White Nylon stocking in pairs	
8	Epaulettes with full strip for cadets, as per sample	As per sample (The samples can be checked at IMU Mumbai Port Campus on any working day)
9	White Turban for Sikh Cadets Only	
10	Navy Blue Turban for Sikh Cadets Only	
11	Name Plate	
12	Safety helmet	
13	Black terry cotton Tie with monogram	

14	Navy Blue terry cotton Tie with monogram	
15	Garter	

20.4.3. **The following items listed in Package C:-**

Sr. No.	Description	Specification for cloth IS-15853 or latest
1	Black leather shoes with laces in pairs: (Uniform Shoes should have high quality breathing leather high strength, durability and aesthetic look, high Moisture absorption, quick drying, good perspiration absorption, Extra comfort.)	As per sample (The samples can be checked at IMU Mumbai Port Campus on any working day)
2	Safety shoes with laces in pairs	
3	Sport shoes with laces in pairs	

20.4.4. **The following items listed in Package D:-**

Sr. No.	Description	Specification for cloth IS-15853 or latest
1	Gymrig / Sportsrig Red t + Orange T shirt	IMU Logo as per sample on the left of Shirt in the front and at the back. Logo to be printed, durable printing, no fading of. Logo cadet's name embedded. As per sample (The samples can be checked at IMU Mumbai Port Campus on any working day)
2	Gymrig / Sportsrig Sky Blue + Red T shirt	
3	Gymrig / Sportsrig Blue Half Shorts	
4	Track suit Maroon with cream strip for lady cadets only	
5	Gymrig / Sportsrig Shorts Olive green	
6	Sports stockings (light blue / dark blue band) in pairs	
7	Sports Stockings yellow with green band in pairs	

21. **Stitching: Specifications for stitching are as follows:**

21.1. **For Half Sleeve Shirts:** Pocket on both side without flaps. Suitable openings to be provided for Epaulettes. On shoulder on either side for Epaulettes eyelets to be stitched on machine or with hand for them to last long for regular putting in and putting off Epaulettes. Two number holes / loops, one inch above the center of the upper edge of the right pocket for name plate. Holes/loops to be stitched with hand to make them last long since name plates will be put in/ off regularly.

21.2. **For Trousers:** Trousers with 38 mm loops, 8 in numbers, for belt, snug fittings on hips and thighs with 46 cm. flair Zip of ISI mark and 1 year

warranty.

- 21.3. **For Half Pants:** front buckles (as per sample), no hip pockets
- 21.4. **For Full Sleeve Shirt (white) :** Single left hand side pocket with no flap
- 21.5. **For Boiler Suit:** Orange colour, Full Sleeve Boiler suit to have IMU monogram on left pocket. A strip of white cloth of 1"x6" (or breadth of pocket) to be stitched half inch clear from upper edge of the right pocket to write name of the cadet. Name to be printed by the supplier.

22. General Terms and Conditions:

- 22.1. The Supplier should adhere to the schedule of Measurement taking as per the IMU instructions.
- 22.2. The supply should be made within the stipulated time, otherwise action will be taken for alternative arrangement for supplying uniform at the risk and cost of the tenderer.
- 22.3. After the supply is completed, any alterations thereof should also be executed by the tenderer.
- 22.4. The payment will be processed only after the complete execution and certification from the Purchase committee.
- 22.5. Delay in supply will attract penalty at the rate of 0.5% value of every delayed item week of the delayed period subject to maximum of 10% of the delayed item. In case of delayed supply of items beyond the stipulated time, the university also reserves the right to blacklist the firm.
- 22.6. All the materials should match with the IMU selected quality. The supplied stock will be rejected if the quality does not meet as per the specification and the sample supplied.
- 22.7. **Delivery:** The materials should be delivered at Indian Maritime University Mumbai Port Campus, Hay Bunder Road, Mumbai – 400 033.
- 22.8. **Price:** Inclusive of all taxes and charges including delivery at IMU Mumbai Port Campus.
- 22.9. **Delivery period:** All the stitched uniforms should be delivered within 21 days from the date of taking the measurement of the available cadets at the Indian Maritime University Mumbai. The commencement of date is within 5 days from the date of work order issued to the successful bidder.
- 22.10. The successful bidder should complete all the supplies in all respects within 21 days from the date of measurement taken of cadets of the IMU Mumbai Port Campus or within 30 days of issue of work order whichever is earlier.

- 22.11.**Packing:** All the dress materials should be in neatly ironed condition and packed in cardboard boxes set wise separately with name and Reg no. in respect of each student. A person of the firm should be present along with the IMU staff, stores and warden during distribution of uniform to the students.
- 22.12.Invoices should be numbered serially in the sequence as given in the purchase order to ensure clarity and accountability.
- 22.13.Your supply should be complete in all respects. i.e. quantity & quality, for each cadet and for the whole order.
- 22.14.Billing dates needs to be the active date of supply of material and goods in IMU Mumbai Port Campus premises. The stamp affixed by stores on receipt of item shall be reference date for all purpose.

भारतीय समुद्री विश्वविद्यालय, मुंबई पोर्ट परिसर
Indian Maritime University Mumbai Port Campus
(केंद्रीय विश्वविद्यालय, भारत सरकार)
(A Central University, Government of India)
हे बंदर रोड, मुंबई/HAY BUNDER ROAD, MUMBAI-400033.

FORM OF TENDER

To

THE DIRECTOR,
INDIAN MARITIME UNIVERSITY, MUMBAI PORT CAMPUS,
HAY BUNDER ROAD,
MUMBAI – 400 033

Sir,

1. Having perused the Scope of tender for Supply of Stitched Uniform and Uniform Accessories to the cadets of IMU – Mumbai Port Campus for the year 2022-2023, we, the undersigned submit our offer to IMU and hereby specifically undertake to do the following should our tender-bid be accepted.
2. We hereby undertake to furnish an Initial security deposit in the manner set forth in the “Instruction to Tenderers” and to commence the work at site within 5 days from the date of issue of the work order.
3. We undertake to enter into and execute an agreement with IMU in the prescribed format in accordance with the conditions of Contract within 15 days from the date of issue of the work order.
4. Unless and until a formal agreement is prepared and executed, our tender-bid together with IMU’s written acceptance thereof, shall constitute a binding Contract between us.
5. We shall and hereby undertake to abide by the terms and conditions of this tender for a period of 90 days from the day of opening of the Tender-Bids. We shall if so required, extend the validity of the offer for such period as may be mutually agreed upon.
6. We further agree that in the event of our withdrawing our tender-bid prior to the receipt of the final decision from IMU or in the event of our failing to furnish the Performance Security, in such form as prescribed in this Tender or in the event of our tender-bid being accepted and we fail to execute an agreement in the prescribed format within 15 days from the date of issue of work order to commence work, then the our tender-bid shall stand forfeited without requiring the performance of any further act whatsoever by IMU.
7. We are aware and acknowledge that IMU is not bound to accept the lowest or any tender that IMU may have received.
8. Should our tender-bid be accepted, we find ourselves to be wholly and solely responsible for the due performance of the Contract.

9. Should our tender-bid be accepted, we undertake to perform the work of tender for Supply of Uniforms to the cadets of IMU – Mumbai Port Campus for the year 2022-2023 at the price quoted in the Tender-bid during the stipulated Contractual period from the date of the execution of the Contract and strictly abide by the conditions of the Tender.

Dated at Mumbai thisday of 2022.

Signature in the capacity of duly authorized to sign the tender-bid for and on behalf of

.....

(IN BLOCK CAPITALS)

Address

भारतीय समुद्री विश्वविद्यालय, मुंबई पोर्ट परिसर
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(A Central University, Government of India)
६ बंदर रोड, मुंबई/HAY BUNDER ROAD, MUMBAI-400033.

ANNEXURE-II

Dated:

POWER OF ATTORNEY

To whom so ever it may concern

Mr..... (Name of the person along with father/husband's name, residing at..... (address), acting as

..... (Designation and name of the Firm/Company), and whose specimen signature is attested below, is hereby authorized on behalf of.

..... (Name of the Firm/Company) to provide information and respond to enquiries, etc. for Supply of Stitched Uniform and Uniform Accessories to the cadets of IMU – Mumbai Port Campus for the year 2022- 2023. The said Mr/Mrs/Ms.....is hereby further authorized to sign and submit relevant documents on behalf of the Firm/Company in respect of the above.

(Attested signature of Mr./Mrs./Ms)

For(Name of the Firm/Company)

Attested by Notary Public

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ANNEXURE-III**TECHNICAL BID**

(First sheet shall be on the letter head and all pages have to be authenticated at the bottom)

Sr. No.	Pre-Qualification Criteria	Compliance YES/NO	Page No.
1.	Bid Declaration Form (Annexure – IV)		
2.	Address proof for having office / firm / shop in any part of Indian Territory		
3.	PAN, GST, Trade License, Shop & Establishment Act		
4.	The bidder should submit the Income Tax returns for last three previous years ending 31 st March 2022 (i.e. 2019-20, 2020-21, 2021-22) (Self Attested ITR Certificates)		
5.	<p>The tenderer during past 3 years (2019-20, 2020-21, 2021-22) should have executed for each Package:</p> <ol style="list-style-type: none">1. Three similar jobs each costing not less than the amount equal to 40% of the estimated cost. Or2. Two similar jobs each costing not less than the amount equal to 50% of the estimated cost. Or3. One similar job costing not less than the amount equal to 80% of the estimated cost. <p>(Mode of Proof: Attested copy of Purchase- order / Contract showing that the bidder had executed similar jobs for the last 3 years) [“Similar Job” means Supply of stitched uniforms to State/Central Government, State/Central Government undertakings or Educational Institutions etc.” as referred above in this clause.]</p>		

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6.	Whether the bidder has carried out and completed similar works to Ministries of the Government of India/ PSUs /Corporate Sectors / Educational Institutions / any other reputed organisations during last 3 years.							
	Sl. No.	Description of the work	Name of the client	Name, Address & Contact No. of the Client for whom the work was carried out	value of the work	Period of the work	Mode of Proof	Available at which page of the document
	1							
	2							
	3							
	4							
	5							
	6							
7.	The bidder must have Average annual turnover not less than Rs. 5.4 Lacs during the three out of Five preceding previous Financial years (2017-2018, 2018-2019, 2019-2020, 2020-21, 2021-2022 (Audited Profit & Loss account & Balance sheet)							
	(Rs. in Lakhs)	Financial Year		Turnover in Rupees	Page number of document			
	2017-18							
	2018-19							
	2019-20							
	2020-21							
2021-22								
8.	Whether the Bidder has been debarred or black listed by any Government Department / agency in the past 3 (three) years on account of fraudulent or corrupt practices or inefficient/in effective performance?							

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 (A Central University, Government of India)
 है बंदर रोड, मुंबई/ HAY BUNDER ROAD, MUMBAI-400033.

Date:

Signature with Seal of Authorized Signatory

Place:

भारतीय समुद्री विश्वविद्यालय, मुंबई पोर्ट फ़सिसर
 Indian Maritime University Mumbai Port Campus
 (केंद्रीय विश्वविद्यालय, भारत सरकार)
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FORMAT OF BID SECURITY DECLARATION

I/We-----
----- hereby states and understand that, if I/We -----

-----withdraw/modify our tender during the period of validity of the tender,
The Indian Maritime University, Mumbai Port Campus would suspend the bidder from
participation in any future tenders of Indian Maritime University for a period of Six
(06) months.

Signature _____

Name _____

Date

Capacity in which signed _____

Place

Seal of the firm to be affixed.

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INDIAN MARITIME UNIVERSITY

TENDER FOR PROVIDING "SUPPLY OF STITCHED UNIFORM AND UNIFORM ACCESSORIES"

AT IMU MUMBAI PORT CAMPUS

Declaration regarding Blacklisting/Debarring

(On company letter head)

To

The Campus Director
Indian Maritime University,
Mumbai Port Campus

Sub.: Declaration regarding Blacklisting/Debarring for taking part in tender.

Dear Sir,

I/We _____ Firm/Contractor/Manufacturer /
Partner(s)/Authorized Distributor/agent of M/s. _____
hereby declare that the firm/company namely M/s. _____ has not
been blacklisted or debarred by Union / State Government/Autonomous organizations/universities
from taking part in tenders in India.

There is no legal case presently against the Director or the firm and they have not been convicted
by the court.

In case the above information found false I/we are fully aware that the tender/ contract will be
rejected/cancelled by the Indian Maritime University, Mumbai Port Campus, and EMD/
Performance Security shall be forfeited.

In addition to the above, Indian Maritime University, Mumbai Port Campus shall not be
responsible to pay the bills for any completed / partially completed work.

[Name ,Signature& Seal] for and on behalf of M/s. _____

Note: This letter of shall be on the letterhead of the company and shall be signedby a person competent
and having the power of attorney to bind the company/firm.

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MANDATE FORM**(Account/s Information form)****REAL TIME GROSS SETTLEMENT (RTGS)/ NATIONAL ELECTRONIC TRANSFER (NEFT) / INTRA BANK ACCOUNT TRANSFER FACILITY FOR RECEIVING PAYMENTS FROM IMU.****A. DETAILS OF ACCOUNT HOLDER:**

NAME OF ACCOUNT HOLDERER / FIRM

COMPLETE CONTACT ADDRESS

MOBILE NUMBER / PH NO

E.MAIL:

PAN :

B, BANK ACCOUNT DETAILS:**ACCOUNT NAME** (Name appearing in your Cheque Book)

BRANCH NAME WITH COMPLETE ADDRESS,

TELEPHONE NO

BRANCH CODE

Note: Please attach a Cancelled Cheque along with the account information form.**COMPLETE BANK ACCOUNT NUMBER** (Please note that the Bank Account must be in the name of the Firm as appeared in the bill. In case of other Beneficiaries (Non-vendor) the Account name must be in the name of Applicant)

IFSC CODE

TYPE OF ACCOUNT (SB/CURRENT/CASH CREDIT)

MICR CODE OF BANK

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I would not hold the IMU responsible.

(.....)

Signature of Beneficiary

Date:

Mandatory for Vendors/suppliers/Contractors etc., Payment:

Certified that the particulars furnished above are correct as per our records.

(Bank's Stamp with Date & Place)

(.....)

Signature of Bank Manager

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INDIAN MARITIME UNIVERSITY

(A Central University)

Ministry of Shipping, Govt. Of India

HAY BUNDER ROAD, MUMBAI – 400 033

TENDER FOR

**“Tender for Supply of Stitched Uniform and Uniform Accessories to the
cadets of**

IMU Mumbai Port Campus”

TENDER NO: IMU-MPC/PUR/UNIFORM/2022/27

VOLUME – II

PRICE BID

भारतीय समुद्री विश्वविद्यालय, मुंबई पोर्ट फसिस
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Tender for Supply of Stitched Uniform and Uniform Accessories

Tender No: IMU-MPC/PUR/UNIFORM/2022/

The Tenderer must bid all the items in a package. The tenderer shall quote his rate for each item mentioned in the price bid both in figures and in words and also fill up the amount column without any omission. In case, the tenderer has not filled any column in the price bid then price bid shall not be considered at any cause. The quoted price should be inclusive of all taxes, duties, and delivery charges etc. No escalation what so ever will be allowed during the contract period.

Bill of Quantities – Supply of Stitched Uniform and Uniform Accessories

1. The following items listed in Package A:-

Sr. No.	Description	Approx. requirement for Academic year 2022-23	Rate Per Item (Including GST) (in Rs.)	Total Amount (Including GST) (in Rs.)	Remarks
1	Stitched white terry cotton shirt (Half sleeves)	591			
2	Stitched white terry cotton shirt (Full sleeves)	120			
3	Stitched white terry cotton Half pant	117			
4	Stitched white terry cotton Trousers	237			
5	Stitched black terry cotton Trousers	277			
6	Stitched Boiler suit	237			
8	Blue woolen Blazer with College Insignia	80			

2. The following items listed in Package B:-

Sr. No.	Description	Approx. requirement for Academic year 2022-23	Rate Per Item (Including GST) (in Rs.)	Total Amount (Including GST) (in Rs.)	Remarks
1	White uniform peak cap with zari badge	120			
2	Berret Cap (Navy Blue) with zari badge	197			
3	White Nylon Belt with Buckle	157			
4	Black Nylon Belt with Buckle	157			
5	Black Nylon socks in pairs	317			
6	White Nylon socks in pairs	317			
7	White Nylon stocking in pairs	157			
8	Epaulettes with full strip for cadets, as per sample	197			

9	White Turban for Sikh Cadets Only	3			
10	Navy Blue Turban for Sikh Cadets Only	3			
11	Name Plate	157			
12	Safety helmet	120			
13	Black terry cotton Tie with monogram	120			
14	Navy Blue terry cotton Tie with monogram	40			
15	Garter	237			

3. The following items listed in Package C:-

Sr. No.	Description	Approx. requirement for Academic year 2022-23	Rate Per Item (Including GST) (in Rs.)	Total Amount (Including GST) (in Rs.)	Remarks
1	Black leather shoes with laces in pairs: (Uniform Shoes should have high quality breathing leather high strength, durability and aesthetic look, high Moisture absorption, quick drying, good perspiration absorption, Extra comfort.)	197			
2	Safety shoes with laces in pairs	120			
3	Sport shoes with laces in pairs	197			

4. The following items listed in Package D:-

Sr. No.	Description	Approx. requirement for Academic year 2022-23	Rate Per Item (Including GST) (in Rs.)	Total Amount (Including GST) (in Rs.)	Remarks
1	Gymrig / Sportsrig Red t + Orange T shirt	277			
2	Gymrig / Sportsrig Sky Blue + Red T shirt	277			
3	Gymrig / Sportsrig Blue Half Shorts	228			
4	Track suit Maroon with cream strip for lady cadets only	1			
5	Gymrig / Sportsrig Shorts Olive green	197			
6	Sports stockings (light blue / dark blue band) in pairs	120			
7	Sports Stockings yellow with green band in pairs	120			

The quoted rates of each of the articles should be of single price (i.e. inclusive of basic price, packing, transportation and any other charges) and exclusive of applicable GST and any cess on GST.

Undertaking:

1. I / we agree that the rates are all inclusive of cost of material, stitching charges, delivery, including all taxes, duties, service charge and levies etc.
2. I / we agree that in case the items are not supplied within stipulated time, then the replacement cost incurred by IMU in procuring the items from the open market will be recovered from me/us.
3. I / we agree that all the items are subject to approval of the IMU.
4. I / we agree that the sample of all items shall be submitted along with the Technical Bid. No separate charge will be paid for the samples supplied.

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