



MALABAR REGIONAL CO-OPERATIVE MILK PRODUCERS' UNION LTD.

Kunnamangalam P.O., Peringolam, Kozhikode 673571

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Email: mis@malabarmilma.coop

MRCMPU/HO/MIS&S/61/2021/40

Dated: 10/11/2021

Notice Inviting Tender

1. Invitation of Tender

Tender Invites from agency for installing and providing the Video conferencing infrastructure on rental basis at 15 locations (approximately) under Malabar Regional Co-operative Milk Producers' Union Ltd. for the Annual General Body meeting which is going to be held on 22/12/2021 (Single Day).

2. Details of Tender

- | | |
|-----------------------------------|--|
| 2.1. Tender reference No. | : MRCMPU/HO/MIS&S/61/2021/40 |
| 2.2. Tender Fee | : Rs.1,000/- |
| 2.3. Estimated cost | : 3.00 Lakhs |
| 2.4. EMD | : Rs.2,000/- (as Demand Draft or can directly be paid at MRCMPU head office) |
| 2.5. Bid submission starting date | : 12/11/2021 |
| 2.6. Bid submission closing date | : 29/11/2021, 15.00 hrs. |
| 2.7. Bid opening | : 29/11/2021, 15.30 hrs. |
| 2.8. Bid validity | : 30 days |

The undersigned reserves the right to reject any or all tenders without assigning any reason. Tenders should be submitted by post / courier or by hand

The Malabar Regional Co-operative Milk Producer's Union shall not take the responsibility for any delay in receipt of the bidding document if it is sent by post.

All bids should be submitted in two parts viz. technical and commercial. The bidder shall submit the Tender Fee, EMD amount indicated in the tender notification in a separate cover along with the tender in the form of Demand Draft.

Sd/-

MANAGING DIRECTOR

A. GENERAL INSTRUCTIONS

Name of Work: - Installing and providing the Video conferencing infrastructure on rental basis at 15 locations (approximately) under Malabar Regional Co-operative Milk Producers' Union Ltd for the Annual General Body meeting which is going to be held on 22/12/2021 (Single Day).

- 1. Submission of Tender:** - Tenders are to be submitted post/courier/by hand to MRCMPU Ltd., Milma Head office, Peringolam, Kunnamangalam.
- 2. BID Currencies:** Prices shall be expressed in the Indian Rupee only.
- 3. Documents to be Submitted:** -
 - a** Tender Fee, Earnest money of Rs.2,000/- (Attached copy of payment receipt if directly paid at MRCMPU head office or in the form Demand draft if document downloaded from website) in favour of The Managing Director, MRCMPU Ltd., Milma Head office, Peringolam, Calicut – 673571.
 - b** GST Registration number.
 - c** Service Registration number.
 - d** Technical document with every page of tender should be signed & Seal by the tenderer.
 - e** Copy of the purchase order of similar work done for total value not less than rupees fifty thousand against single work order.
 - f** Certificates of similar assignments made from the clients which can vouch the stability, technical know-how and capabilities in respect of the specified fields of bidders should be attached.
 - g** Form –1 & Form 2 duly filled, sealed and signed.

Tenderers alone will be responsible for submission of defective tenders and such tenders are liable to be summarily rejected

- 4. Opening of Tenders:** - The tenders will be opened on the date and time of opening, as notified.
- 5.** The Malabar Regional Cooperative Milk Producers Union Ltd., is not bound to accept the lowest price bid offer. Managing Director (MRCMPU Ltd.) has the absolute right to reject any or all the tenders without assigning any reason thereof.
- 6.** Unless accepted in writing, the conditions of the tender document will be valid and no extension of time for submission of tenders will be granted on any account.
- 7.** The tenderers have to comply with all the statutory requirements in respect of the tender submitted by them.
- 8.** The language of the tender should be English and the corrections, if any, should be attested under seal with full signature.

9. Only the authorized signatory should submit the tender. **Power of Attorney authorizing the person to sign all the documents pertaining to this tender shall be submitted in Cover I.**

10. At any time prior to the deadline for the submission of tenders, Malabar Regional Co-operative Milk Producers Union Ltd may, for any reason, whether at its own initiative or in response to a clarifications requested by any prospective tenderer, may modify the tender documents by amendments and in such an event, it shall be binding on all tenderers who have submitted the tenders.

11. The obligation of the successful tenderer Company/Firm under this contract shall not cease even if the ownership changes. The successor in interest or transferee shall be bound by the provisions of the contract.

12. The date/location/number of location mentioned for conducting the Annual General body may change/vary and any changes in the above defined date/location/number of location for conducting the meeting will be informed to the tenderer a week before the schedule date.

13. MRCMPU can provide the detailed information of the location with address, pin code and contact number of the mentioned location provided the tender need to give a written request. It is the sole responsibility of the tenderer to keep the details confidential and shall keep strictly confidential and shall not disclose the contact information including contact number, or cause or permit to be disclosed, to any person or entity.

14. No price negotiation will be carried out with any bidder. Purchase order shall be issued on lowest responsive bidder.

15. Taxes:- The percentage of taxes and duties quoted in the tender, if any, should be indicated clearly. During the currency of the service period the price shall remain firm, however, any increase in statutory levies shall be paid on production of documentary evidence and similarly in case of decrease in levies suitable adjustments shall be made while effecting payment. The price quoted should be inclusive of all taxes duties etc. which are or may become payable by the successful tenderer under existing or future laws or service during the course of executions of the contract. It will be assumed that the prices quoted are inclusive of all such taxes duties etc. and extra claims therefore will not be accepted. The successful tenderer has to bear all the statutory taxes. MRCMPU Ltd will make necessary deductions from the payment and issue certificate to that effect.

16. In case the Malabar Regional Cooperative Milk Producers Union Ltd., decides to withdraw the contract during Video conferencing infrastructure on rental basis at 15 locations (approximately) under Malabar Regional Co-operative Milk Producers' Union Ltd. for the Annual General Body meeting on 22/12/2021 (Single Day). the same would be taken out of this contract with written intimation to the successful tenderer.

17. Payment: The 100 % of the total invoice value shall be paid within 10 days after the satisfactory completion of the work.

18. The rate quoted will be considered firm for acceptance till three months from the date of opening of bid. If any tenderer withdraws from his tender before the expiry of the period fixed for keeping the rates firm for acceptance, the earnest money deposited by him will stand forfeited to MRCMPU Ltd.

19. Tenders not stipulating period of firmness of price and tenders with price variation clause and or “subject to prior sale” conditions are liable to be summarily rejected.

20. Tenders submitted subject to conditions will not be considered. They are liable to be summarily rejected on that sole ground, and the EMD will be forfeited

21. The final acceptance of the tenders rests entirely with the Managing Director, MRCMPU Ltd., who does not bind himself to accept the lower or any bid. But the tenderers on their part should be prepared to carry out order in respect of the development work included in their tenders as may be allotted to them. In any case, the decision of the Managing Director, MRCMPU Ltd., shall be final and no correspondence shall be entered into, as to why a tender was not accepted.

22. No representations for enhancement of rate once accepted will be considered.

23. Any attempt on the part of the tenderers or their agents to influence MRCMPU Ltd. in their favour by personal canvassing will disqualify the tenderers.

24. Special conditions, if any mentioned in the quotation of the tenderer or in any other communication from him will not be applicable to the contract unless they are expressly accepted in writing by the purchaser.

25. The tenderer should provide the service support technicians in each location (all the 15 locations) with all the facilities and hardware equipment as mentioned in the tender for the good functioning and support of the Annual General Body meeting.

26. The successful tenderer is not liable for problems arising out of break down or service or spares cost arising out of damages caused due to fire, theft, riots, accidents, earthquakes, storm, lightning and other natural calamities.

27. Tenderer should provide the mobile number & whatsapp number as well as email id for correspondence onsite/online a week before for the official communication before the date of commencement of the General Body Meeting.

28. Malabar Regional Cooperative Milk Producers Union Ltd., authorized personnel will be operating the system, laptop and peripherals inside the hall provided with the facilities for Annual General Body Meeting of MRCMPU Ltd.

29. The tenderer should visit all the locations (15 sites) mentioned in the tender for the ensuring the availability of all the facilities in Form -1 & Form- 2 a week before and to ensure and arrange all the facilities required for video conferencing system.

30. The tenderer (L1) should visit and install the required equipments at the location three hours before on the day of commencement of the Annual General body meeting and also should ensure the facilities by testing all the equipment and the connectivity for the good functioning of the Annual General Body Meeting.

31. All the equipment should be delivered and fixed a day before the commencement of the Annual General Body Meeting.

32. The tender value will be evaluated against the items quoted altogether.

33. The tenderer should quote all the items in Form -1 & Form- 2 else the tender will be treated as cancelled.

34. In case services are not satisfactory, this office shall reserve the right to foreclose the contract.

35. Bidder shall not sub-contract or permit anyone other than the company personnel to perform any of the services required by the Bidder. Service need to be provided only by the bidder.

36. Force Majeure: The successful tenderer shall not be liable or deemed to be default of any delay or failure in performance stated herein resulting directly or indirectly from causes beyond his reasonable control. If the successful tenderer is prevented from performing their function due to fire, theft, earthquake, flood, accidents, riots, natural calamities, etc., the successful tenderer's liability ceases. Then both the parties shall discuss the course of action to be taken afterwards.

37. Jurisdiction: The court situated in Kozhikode City alone will have jurisdiction with regard to the Contract.

UNDERTAKING

I/We hereby offer our tender at the rates given in the enclosed Form -I duly filled in and signed by me/us and hereby also affix my/our signature(s) below this tender voluntary and full acceptance of all the terms and conditions of this tender, which shall be the agreement between the above tender calling authority and myself/us.

Signature of the Tenderer:

Name of the Tenderer / Firm:

Capacity in which signing:

Full address of the Tenderer with Seal

Place:

Dated:

Form – I – Service Technician Details at each location

SI No	District	Dairy and Hall Details	Service Engineer Mobile number	Service Engineer WhatsApp Number
KASARAGOD				
1	Kasaragod	DAIRY HALL		
2	Kasaragod	KODAKKAD SAHAKARANA BANK MINI AUDITORIUM, KANNADIPPARA, CHERUVATHUR		
KANNUR				
3	Kannur	DAIRY HALL		
4	Kannur	MALAYORA DAIRY		
KOZHIKODE				
5	Kozhikode	DAIRY HALL		
6	Kozhikode	HRD CENTRE, NADUVATTOM		
7	Kozhikode	MRDF, PERINGOLAM		
WAYANAD				
8	Wayanad	DAIRY HALL		
MALAPPURAM				
9	Malappuram	MPM P&I OFFICE		
10	Malappuram	MALAPPURAM DAIRY HALL		
PALAKKAD				
11	Palakkad	PATTAMBI		
12	Palakkad	PALAKKAD TOWN HALL-1		
13	Palakkad	PALAKKAD TOWN HALL-2		

Seal of the firm & Sign of the tenderer

Form – II - Bill of Quantity

Video conferencing infrastructure on rental basis for 15 locations (approximately) under Malabar Regional Co-operative Milk Producers' Union Ltd. for the Annual General Body meeting on 22/12/2021 (Single Day).

Sl. No	District	Dairy and Hall Details	LED Video Wall + Server System	LED/LCD TV - 2 nos (55 inch) or higher (Rs)	Live Streaming (Rs) machine and HDMI /SDI	HD Camera with recording operator (Rs)	Internet Connection required (Rs)	Total (Rs)
1	Kasaragod	DAIRY HALL						
2	Kasaragod	KODAKKAD SAHAKARANA BANK MINI AUDITORIUM, KANNADIPPARA, CHERUVATHUR						
3	Kannur	DAIRY HALL						
4	Kannur	MALAYORA DAIRY						
5	Kozhikode	DAIRY HALL						
6	Kozhikode	HRD CENTRE, NADUVATTOM						
7	Kozhikode	MRDF, PERINGOLAM						
8	Wayanad	DAIRY HALL						
9	Malappuram	MPM P&I OFFICE						
10	Malappuram	MALAPPURAM DAIRY HALL						
11	Palakkad	PATTAMBI						
12	Palakkad	PALAKKAD TOWN HALL-1						
13	Palakkad	PALAKKAD TOWN HALL-2						

Seal of the firm & Sign of the tenderer