

# **VOLUME I**

## **ELIGIBILITY BID**

**FOR**

**SUPPLY, INSTALLATION, TESTING  
AND COMMISSIONING OF LED DISPLAYS**

**FOR CAMPUS OF**

**NATIONAL INSTITUTE OF SECURITIES MARKETS**

**AT**

**Plot No. IS– 1 & IS-2 (Opp. HDFC Bank, Rasayani  
Branch), Patalganga Industrial Area, Village  
Mohopada (Wasambe), Taluka – Khalapur,  
District Raigad, Pin code – 410 222**

**To be submitted in a separate sealed envelope marked as envelope II**

Date:

To,

Shri. Jitender K. Aggarwal

Senior Vice President – Estates & Premises Management Department (EPMD)

National Institute of Securities Markets

5th Floor, NISM Bhavan,

Plot No. 82, Sector 17,

Vashi, Navi Mumbai 400 703

Dear Sir,

I/We have read and understood the instructions and the terms and conditions contained in the application form. I/We do hereby declare that the information furnished in the application and in the supplementary sheets from pages \_\_\_\_\_ to \_\_\_\_\_ is correct and true to the best of my/our knowledge and belief. We authorize NISM to approach individuals, employers, firms and corporations to verify our competence and general reputation. **The undersigned is fully authorized to sign and submit this application form on behalf of the organization, he / she represents.**

Yours faithfully,

Signature

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Address: \_\_\_\_\_

Office seal:

**NATIONAL INSTITUTE OF SECURITIES MARKETS (NISM)**

**Application Form**

**Instructions to the applicants for furnishing information**

**For supply, installation, testing and commissioning of LED displays**

Sealed tenders are invited for supply, installation, testing and commissioning of LED displays in NISM campus at Patalganga . The estimated cost of work is Rs. 14 Lakh.

Agency fulfilling following criteria are eligible to apply:

<b>Sr. No.</b>	<b>Name of the work</b>	<b>Estimated cost (in Rs.)</b>	<b>Eligibility criteria</b>
1	Supply, installation, testing and commissioning of LED displays	Rs. 14 Lakh	The tenderer should be manufacturer or authorized dealer / distributor / channel partner / system integrator of one of the Original Equipment Manufacturer (OEM) of the approved LED displays make. The tenderer shall submit Manufacturing Authorization Form (MAF) as per Annexure I from the OEM of approved make failing which the tenderer will not be considered for further evaluation. <b>In case, tender is submitted by the OEM directly, there is no requirement of MAF.</b>

**General conditions**

1. Joints ventures are not accepted.
2. NISM reserves the right to reject any or all the applications without assigning any reason thereof.
3. Applications not received in the prescribed manner will be summarily rejected.
4. **Corrigendum intimating modified condition(s), if any, shall be placed on NISM website only, till December 05, 2017. The tenderer is advised to check NISM website before submitting tender and should take printout of corrigendum, if any, and submit the same, duly signed and stamped in token of acceptance of various terms and conditions mentioned therein, in envelope – III, along with other documents.**
5. Intending applicants are required to submit their full bio-data giving details about their organization, experience, technical personnel in their organization, competence, etc., in

the enclosed statements which will be kept confidential.

6. **Each page of the application shall be signed by the applicant.**
7. Applications containing false and / or inadequate information are liable for rejection. Applicant shall be disqualified at any stage at their risk and cost if they are found to have “Made untrue or false representation in the forms, statements and attachments submitted in proof of qualification and requirements.”
8. The tenderers are requested to submit application form duly filled in alongwith all the relevant information, duly signed on all pages on the above address within the specified date. Applications not received in the prescribed manner will be summarily rejected.

**Tendering Process:**

1. The tender documents shall be issued or downloaded as under:
  - a) Eligibility Bid (Volume I)
  - b) Commercial cum Technical Bid (Volume II)
  - c) Price Bid (Volume III)
2. The tenderer is required to submit 4 (four) separate envelopes as mentioned below:
  - a) Envelope I containing “Earnest Money Deposit only” in the prescribed manner.
  - b) Envelope II containing “Eligibility Bid only” along with required enclosures and details.
  - c) Envelope III containing “commercial cum technical bid only” without any conditions duly signed and stamped.
  - d) Envelope IV containing “price bid only” duly filled in.

All the above 4 (four) sealed envelopes shall then be placed in another single outer envelope and submitted on the following address:

The Senior Vice President (Estates & Premises Management Department),  
National Institute of Securities Markets (NISM),  
NISM Bhavan, 5th Floor, Plot No. 82,  
Sector 17, Vashi, (Next to Vashi Plaza)  
Navi Mumbai 400 703

**Upto 1500 hrs. on or before the last date of receipt of tenders i.e. December 11, 2017.**

**Tender(s) received after due date and time specified for receipt of tender will not be accepted under any circumstances.**

3. The tenderers are requested to make note of the following important dates:
  - a) Last date of receipt of tenders including Earnest Money Deposit, Eligibility Bid, Commercial cum Technical Bid and the Price Bid upto **1500 hrs. on December 11, 2017.**
  - b) Date of Opening of tenders (only envelope-I containing EMD) in the office of undersigned at **1530 hrs. on December 11, 2017.**
  - c) Date of receipt of revised price bids, if required, in the specified manner shall be intimated subsequently.
  - d) Date of opening of price bid / revised price bids, shall be intimated subsequently.
4. On the date stipulated for opening of tenders, the envelope-I superscribed "Earnest Money Deposit only" will be opened first. The tender of the tenderer who does not submit EMD of the required amount in the prescribed form shall not be considered for further evaluation.
5. Thereafter, the envelope-II superscribed "Eligibility Bid only" shall be opened by NISM and the scrutiny and evaluation of Eligibility bid shall be done by NISM based on the parameters specified in the Eligibility Bid. In case, additional information / clarifications are sought by NISM, from the tenderers, the same shall be furnished by the tenderers within the stipulated time as communicated to them. Non or partial submission by the tenderer within the stipulated period shall render their tender liable for rejection. Tenderers that fulfill eligibility criteria will only be considered for further evaluation.
6. Thereafter, the envelope-III super scribed "Commercial cum technical bid only" will be opened. The scrutiny and evaluation of Commercial cum technical bid shall be done by NISM and in case no clarifications / additional information is required, then the price bids shall be opened in presence of the tenderers who wish to be present during price bid opening. In case, additional information / clarifications are sought by NISM, from the tenderers, the same shall be furnished by the tenderers within the stipulated time as communicated to them. Non or partial submission by the tenderer within the stipulated period shall render their tender liable for rejection.
7. **The date of opening of price bid will be intimated to all the eligible tenderer. The work shall be awarded to the lowest tenderer.**

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**Application form for supply, installation, testing  
and commissioning of LED displays for NISM campus at Patalganga**

**Basic Information**

1	Name of Tenderer	:	
2	Address of the tenderer	:	
3	Name of the contact person with Phone and Mobile No.:	:	
4	Email Id:	:	
5	PAN No:	:	
6	GSTIN No.	:	
7	Beneficiary's Name:	:	
8	Beneficiary's Address:	:	
9	Beneficiary's Bank:	:	
10	Beneficiary's Bank branch address:	:	
11	Beneficiary's Nature of Bank Account:	:	
12	Beneficiary's Bank Account No. :	:	
13	Beneficiary's Bank Br. IFSC (Code):	:	

**Manufacturer Authorization Form (MAF)**

The Senior Vice President  
Estates & Premises Management Department (EPMD)  
National Institute of Securities Markets  
5th Floor, NISM Bhavan,  
Plot No. 82, Sector 17,  
Vashi, Navi Mumbai 400 703

Dear Sir,

Sub: Supply, installation, testing and commissioning of LED displays for campus of National Institute of Securities Markets at Plot No. IS- 1 & IS-2 (Opp. HDFC Bank, Rasayani Branch), Patalganga Industrial Area, Village Mohopada (Wasambe), Taluka – Khalapur, District Raigad, Pin code – 410 222.

With reference to the captioned tender, we authorize.....(name of tenderer) to submit bid for ..... make LED displays on behalf of .....(name of OEM). The LED displays will be supplied by ..... (name of OEM) and installation will be carried out by ..... (name of tenderer). However,..... (name of OEM as well as tenderer) will be jointly and severally responsible for supply, installation, testing and commissioning of LED displays.

M/s. .... (name of OEM) shall unconditionally support the .....(name of tenderer) for supply as well as for maintenance during the warranty period of 3 years.

The technical, spare part and service support shall not be withdrawn/ stopped by .....(name of OEM) on account of any reason, whatsoever, to ensure the smooth maintenance and running of the TV displays.

The undersigned..... (name of the person with designation) is authorized to issue this MAF on behalf of .....(name of OEM).

Yours faithfully,  
(For and on behalf of .....(name of OEM))

Authorized signatory  
(Name of the signatory with designation)  
(Seal of OEM)

**Check List for Enclosures**

Please state whether following enclosures have been enclosed or not.

<b>Sr. No.</b>	<b>Description of items</b>	<b>Enclosed</b>	<b>Not enclosed</b>
1.	Manufacturer Authorization Letter (MAF) from the manufacturer of the Original Equipment Manufacturer of the approved LED displays make as per 'Annexure I'. <b>(Not applicable for OEM)</b>		
2.	Basic information duly filled in, as per the prescribed format.		