


<p align="center">Consulate General of India Birmingham</p>	 <p align="center">सत्यमेव जयते</p>	<p align="right">20, Augusta Street, Jewellery Quarters, Hockley, Birmingham B18 6JL Tel: +44-121-2367706</p> <p>E-mail: hoc.birmingham@mea.gov.in admn.birmingham@mea.gov.in</p>
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TENDER NOTICE

Subject: Invitation for competitive tender for supply of a Sofa set (3+1+1+2-Ottoman) to Consulate General of India, Birmingham.

No. BIR/861/04/2020

Dt: 16th July 2021

The Consulate General of India, Birmingham invites sealed bids from reputed furniture suppliers in United Kingdom for supply of a new good quality leather Sofa set (3+1+1+2-Ottoman).

2. Crucial dates and time for the above tender would be as under:

Sr. No.	Key Event	Dates
1.	Date of e-publishing on CPP Portal	16 th July 2021
2.	Date of receiving the bids(Start)	17 th July 2021
3.	Date of clarification (start)	17 th July 2021
4.	Date of clarification (end)	06 th August 2021 (1700 hrs)
5.	Bid Submission Closing Date	06 th August 2021 (1700 hrs)
6.	Technical Bid opening Date (Date and time for opening of financial bids of technically qualified bidders will be communicated separately)	9 th August 2021 (1500 hrs)

3. The bid forms and other details can be obtained from the website <https://eprocure.gov.in/epublish/app> → Active Tenders → Tender Title → Birmingham.

4. Detailed Notice Inviting Tender is also available on https://cgibirmingham.gov.in/news/all_news or the bid forms can be obtained from the Consulate without any fee/charges.



(Hitesh Saxena)

Consul (Head of Chancery)

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NOTICE INVITING TENDER

Subject: Invitation for competitive tender for supply of a Sofa set (3+1+1+2-Ottoman) to Consulate General of India, Birmingham.

No. BIR/861/04/2020

Dt: 16th July 2021

The Consulate General of India, Birmingham invites sealed bids from reputed furniture suppliers in United Kingdom for supply of a new good quality leather Sofa set (3+1+1+2-Ottoman).

2. Content of the Tender document are as follows:

Sr. No.	Document Details	Page No.
1.	Invitation to Tender	02
2.	Instruction to Bidders	03
3.	Terms & Conditions of the Contract	04
4.	Part-I: Technical Bid	05-07
5.	Part-II: Financial Bid	08

3. Bids may be submitted to ‘Head of Chancery, Consulate General of India, 20 Augusta Street, Jewellery Quarter, Birmingham, B18 6JL or hand delivered latest by 1700 hrs of 06.08.2021.



(Hitesh Saxena)
Consul (Head of Chancery)

Instruction to Bidders

1. The tenders should be submitted in two sealed covers – the first sealed cover should be super scribed “**Technical Bid**” and second sealed cover super scribed “**Financial Bid**”. Both the sealed covers should be placed in the main sealed envelope super scribed “**Tender for Supply of Sofa Set for CGI, Birmingham**” and addressed to ‘Head of Chancery, Consulate General of India, 20 Augusta Street, Jewellery quarter, B18 6JL.
2. The ‘Technical Bid (Part-I)’ should contain – (a) The requisite information duly filled in as per proforma enclosed. The bidder should also clearly mention in the tender that the terms and conditions of the tender are acceptable to them.
3. The ‘Financial Bid (Part-II)’ should contain rates which are to be quoted for supply of a new good quality leather Sofa set (3+1+1+2-Ottoman).
4. The tender forms shall be filled in ink or typed. No tender filled in pencil will be considered. The tender shall be signed, dated and witness in all places provided for in the documents. All corrections/deletions/scoring out/over writing shall be initialled. Any correction made in the tender documents by the bidder shall be made in ink only and not by using correcting fluid, and should duly be authenticated. Every page of the tender shall be initialled by the bidder, and submitted back as a token of accepting the laid down terms and condition. The bidder shall sign all schedule forming part of the tender.

(C) Late Bids: The bidders are advised, in their own interest, to ensure that the tender document reaches the Consulate well before the closing date and time of the bid submission.

(D) Modifications and withdrawals: No documents may be modified after submission. In case of any changes the bidder may write the corrections and send the same and it is at the discretion of the tender inviting authority to accept the same or reject it, and no changes shall be accepted once the bids are opened. In case of withdrawal, the bidder will lose his credibility and will be blacklisted.

Terms & Conditions of the Contract

1. **Right to accept any bid and to reject any or all bids:** The Consulate General of India, Birmingham, have the discretion, accept or reject any bid/quotation without assigning any reasons thereof. The decision of the Consulate shall be final and binding on all.
2. **Change Orders:** The agreement may be amended or modified with consent of both parties in writing signed by the duly authorized representatives of the respective parties the bidder and Consulate General of India, Birmingham.
3. **Site Visits:** The bidders may visit the site (Delivery address) by prior appointment after coordinating with ASO (Admin), Consulate General of India, Birmingham (+44-121-2367706).
4. **Notification of award:** Consulate will notify the successful bidder in writing that its bid has been accepted.
5. Any bid received by the tendering authority after the deadline for submission of bids will be rejected and not be considered and may be returned unopened to the service provider.
6. The tender should be valid for a period of 120 days from the last date of submission.
7. The rates quoted by the service provider shall be deemed to include all taxes and duties etc. as applicable. Liability, if any, shall be deemed to be included in the offer.
8. **Code of Conduct and Penalty for Non Performance:** If any of the assigned work is not found satisfactory, an appropriate amount will be deducted for every major deficiency from the bill. The decision of the Consulate will be final in this respect.
9. **Taxes and Duties:** The bidder must include in their bids all duties, royalties and sales/service taxes or any other taxes, fees, charges as applicable. The Consulate will entertain no extra claim on this amount at any stage of execution of work.
10. **Execution Method:** The items should be supplied in reasonable time.
11. **Terms of Payment:** The payments shall be made upon receipt of the invoice for agreed amount after receipt of the items.

Part-I: Technical Bid

(All pages to be printed on Firm's Letter Head)

Bidder's description format summary

Name of the bidding firm	
Name of partner(s) Nationality	
Name of the Authorized Signatory Nationality Passport No.	
E mail Id	
Telephone No.	
Fax No.	
Year of Incorporation	
Registration No.	
Service tax no. VAT No.	
Registered Office & Address	
Branches if any	

Bidder information – More detailed information on the following aspect may be given in typed form.

Business background

- How many years has your firm been in business?
- How many years under its present business name?

Claims and Suits (Explain any “Yes” answers)

- Has your firm, its subsidiaries or its parent companies, ever filed for bankruptcy?
- Has your firm ever failed to complete work awarded to it?
- Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your firm or its officers?
- Has your firm filed any lawsuits or requested arbitration with regard to any contract(s) within the last five years?

AFFIDAVIT

I/We, _____, representative(s) of
M/s. _____ solemnly declare that:-

1. I/We are submitting tender for the housekeeping against Tender Notice No.BIR/861/04/2020 dated 16.07.2021.
2. Myself or my partners do not have any relative working in any office of Consulate General of India, Birmingham.
3. All information furnished by me/us in respect of fulfilment of eligibility criteria and other information given in this tender is complete, correct and true.
4. All documents/credentials submitted along with this tender are genuine, authentic, true and valid.
5. The Price – Bid submitted by me/us is “WITHOUT ANY CONDITION”.
6. I/We have not been banned/de-listed by any Government or Quasi Government agencies or PSUs.
7. If any information or document submitted is found to be false/incorrect, Consulate may cancel my/our Tender and can take any action as deemed fit including termination of the contract, for feature of all dues including Earnest Money and blacklisting of my/our firm and all partners of the firm etc.

[Signature(s) of the Tenderer with Date & Seal]

PART-II: Financial Bid

(All pages to be printed on Firm's Letter Head)

To,
Head of Chancery
Consulate General of India,
20 Augusta Street, Jewellery Quarter
Birmingham B18 6JL

Sub: Financial Bid for supply of a Sofa set (3+1+1+2-Ottoman) to CGI Birmingham

Dear Sir,

As part of the Bid, we hereby make the following price offer to the CGI towards supply of a new good quality leather Sofa set (3+1+1+2-Ottoman) (as sought in Tender Notice No.BIR/861/04/2020 dated 16.07.2021):

Amount (in digits) : £ _____

Amount (in words) : GBP _____ only.

We agree to bind by this offer if we are selected as the preferred bidder.

For and behalf of:

Signature (Authorized Signatory)
Designation

Note:

- i. All the cost heads shall be inclusive of all applicable taxes as per the UK Government Legislations. The amount quoted should constitute the landed cost of supply of a new good quality leather Sofa set (3+1+1+2-Ottoman) Consulate General of India, Birmingham.
- ii. Bidders must read these conditions carefully and comply strictly while sending/submitting their tenders.