



Gramin Bank of Aryavart

A-2/46, Vijay Khand, Gomti Nagar  
Lucknow-226010

**TENDER NOTICE**

Ref.no. Ho/A&S/PVS/265/2017-18

Date: 10.10.2017

Gramin Bank of Aryavart intends to procure T-Shirts from Registered Indian Manufacturer firms and Companies. The detailed tender can be downloaded from Bank's website [www.aryavart-rrb.com](http://www.aryavart-rrb.com). The interested parties/agencies may submit their proposals in a hard copy as per the tender document to Gramin Bank of Aryavart, A-2/46, Vijay Khand Gomti Nagar, Lucknow-226010 latest by 27<sup>th</sup> October 2017.

General Manager



**Subject: - Tender Document for Procurement of T-Shirts.**

1. Gramin Bank of Aryavart ("The Bank") intends to procure T-Shirts. The design and colour shall be mentioned by the Gramin Bank of Aryavart at the time of Order.

Nature of Item	T-Shirts
Quantity	60000 (Approx.)
Pre-bid meeting	23.10.2017 at 1500 hrs
Tender closing date	27.10.2017
Technical Bid opening Date & Time	30.10.2017 at 1500 hours
<b>Annexures</b>	
Broad specifications of T-Shirts	Annexure 'A'
Pre-Qualification Criteria	Annexure 'B'
Bidders Details / Compliance Check List	Annexure 'C'
Undertaking Certificate	Annexure 'D'
Financial Bid format	Annexure 'E'

**2. SEALED / CLOSED COVER - I: TECHNICAL BID:**

To be superscripted with "**TECHNICAL BID for procurement of T-Shirts**", and must contain the applicant's response as per the requirements specified at Annexure 'A' to 'D' (Technical Bid).

**3. SEALED / CLOSED COVER - II : FINANCIAL BID**

To be superscripted with "**FINANCIAL BID for procurement of T-Shirts**" and must contain the applicant's response as per the requirements specified at Annexure 'E' (Financial Bid).

*Note: the two sealed / closed covers (i.e. one sealed / closed cover for the Technical Bid, and another sealed / closed cover for the **FINANCIAL BID**) should be further put in a sealed / closed Master Cover / Envelope superscribed with the "**Tender Document for Procurement of T-Shirts**" along with the name, Tel. No. and email ID of the bidder's contact person.*

**4. GENERAL TERMS:-**

- The Bank invites Two Envelope tenders for supply of T- Shirt.
- Tenders received after closing date & time shall be rejected.
- Corrections, if any, should be duly authenticated with full signature of the authorized signatory, failing which such Bids are liable to be rejected.
- The tender should be submitted neatly and all corrections, over-typing should be attested with seal and full signature. Unsigned Bids are liable to be rejected.
- In the event of default in supply, the Bank reserves the right to cancel the order and to claim damages from the successful bidder, and also reserves the right to





- award the contract to another vendor at the cost and risk of the successful bidder.
- f. The Technical Bid should not contain any indication of the price. In case any indication of the price quoted is included in the Technical Bid, such Bids shall be rejected. No correspondence will be entertained in this regard.
  - g. Amendments and clarifications, if any, to this tender will be hosted on the website of the Bank at [www.aryavart-rrb.com](http://www.aryavart-rrb.com) and the Bank shall not intimate the bidders individually of the same. The bidders are, therefore, advised to visit the Bank's website regularly till the date of closing of the tender. The last amendment, if any, will be hosted a minimum of two days before the closing date of the tender.

**5. EARNEST MONEY DEPOSIT (EMD):**

- a. The applicants are required to submit an EMD of amount: Rs. 5,00,000/- (Rupees Five Lakhs only)
- b. EMD shall be paid by way of Demand Draft in favour of "Gramin Bank of Aryavart", payable at Lucknow and should be submitted along with the Technical Bid.
- c. EMD in case of unsuccessful bidder will be refunded within 7 days of award of the Purchase Order in favour of the successful bidder.
- d. EMD of the successful bidder will be returned without any interest, after receipt of Performance Security in the form of DD or Bank Guarantee for an amount of 10% of the value of the contract and the performance security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier.
- e. EMD will be forfeited in the event of a bidder withdrawing or modifying his bid after opening of the tenders and till completion of the tender process, and / or in the event of the successful bidder declining to accept the Purchase Order, or to pay the Security Deposit.

The Technical Bid shall be rejected if it is not accompanied with the required EMD

**6. VALIDITY OF PRICES:**

- a) The quoted price should be valid for a period of 365 days from the closing date for submission of bids.
- b) The Bank, at its sole discretion, reserves the right to increase/ decrease the quantities or to place a repeat order for the entire ordered quantity. However, the price offered should remain unchanged till completion of the delivery of the quantity as ordered or one year from the date of Purchase Order, whichever is later. No request for increase in price shall be entertained during this period except on account of increase in statutory duties, taxes, etc., if imposed by the Govt. of India/ concerned Govt.
- c) The Bidders should commit to pass on the benefit to the Bank of reduction in statutory duties, taxes, etc, by the Govt. of the country of origin of the items and / or by the Govt. of India/ concerned Govt., during the period of validity of the Purchase Order.

**7. DOCUMENTATION:**

All relevant documents required for supplying / shipping the item are to be submitted by the successful bidder at their own cost.

**8. SUBMISSION OF SAMPLES & EVALUATION OF SAMPLES SUBMITTED ALONG WITH THE TENDER:**

- a) The bidders are required to submit along with the Technical Bid, only one sample of





the quality it proposes to offer in a proper packing.

- b) Submission of sample along with the Tender is mandatory and Fresh sample will not be accepted for evaluation or re-evaluation after the opening of the Technical Bid or after the rejection of initial sample submitted by the bidders.
- c) It may be noted that Technical Bids received without the sample will not be considered for further evaluation.
- d) The Bank reserves the right to reject defective, loose and damaged samples.
- e) It is to be noted that all costs incurred in the preparation and submission of the tender including any development costs related to production of the samples and the cost of shipment of samples to the Bank for submission along with the Technical Bid are to be borne by the bidder.
- f) The Sample should be forwarded in a separate box/packet marked as 'SAMPLE', and submitted along with the technical bid, quoting the Tender reference, title, Bidder's name and the closing date. The tender is to be addressed to the following:-

The General Manager  
Gramin Bank of Aryavart  
A-2/46, Vijay Khand , Gomti Nagar, Lucknow-226010

- g) Delivery by the successful bidder should be completed within a total of 60 days (+/- 10%) of release / confirmation of the Procurement Order with first lot of 25% of total order to be delivered within 40 days. This period includes the days taken by the bidder to submit the production samples and the approval of the Bank thereof.

#### 9. QUALITY INSPECTION & REJECTION AFTER RELEASE OF PURCHASE ORDER :

- a) Supplies not meeting the specifications, or deficient in any other respect, shall be rejected at the time of inspection and returned to the bidder at his cost. Such supplies should be replaced free of charge within 30 days from the date of receipt of the rejected quantity by the bidder.
- b) In the event the product supplied is found to be unacceptable due to lapses in packing or due to deficiencies in the shipping documents, etc., the Bank reserves the right at its sole discretion to cancel the Purchase Order, and to withhold payments for such shipments that have not been accepted.
- c) The Bank also reserves the right to cancel the Purchase Order in case of complaints, if any, received regarding quality, quantity, etc. subsequent to receipt of the items against the Purchase Order, which have been established as due to defaults on the part of the bidder.
- d) The Bank may at its discretion and at Supplier's cost get samples of supplied product tested from a recognized agency for quality and in case of unsatisfactory report, reserve the right to cancel the purchase order and return the supplied products / withhold payments.
- e) The Bidder / Supplier shall not assign or sublet the order/contract or any substantial part thereof to any other agency.

#### 10. REJECTION OF BIDS (TECHNICAL BID & FINANCIAL BID):

The response to the Technical Bid & Financial Bid will be rejected forthwith without evaluation of the tender response on the following grounds:

- a) If the Technical bid or the Financial bid has been received after due date and time of closing of the tender.
- b) If only the Technical bid has been received and Financial bid has not been



received, and vice versa.

- c) If the Technical bid or the Financial bid has been received by fax or email.
- d) If the Technical bid has been received without samples.
- e) If the Technical bid or the Financial bid has been received unsigned.
- f) If the Financial bid has been received in an open condition in the master envelope containing the Technical bid or if both the Technical bid & Financial bid are received in an open condition in a single envelope.

#### **11. EVALUATION CRITERIA:**

##### **a) Technical Bids:**

The Technical Bids will be evaluated first. The Technical Bids would be evaluated by a duly constituted Evaluation Committee which will securitize and evaluate the bids as per the Technical Requirements of the Tender as indicated at Annexure A, B, C & D. Based on the evaluation for fulfilling the criterion and the Quality of sample, the financial bids of only the short - listed agencies would be opened. The Bank reserves the right at its sole discretion to seek whatever information, documents etc. from the bidders, as it may consider necessary for the purpose of evaluation of the bids.

##### **b) Financial Bids:**

The Financial Bids of only those bidders who qualify and are short listed on evaluation of their Technical Bids would be opened. The date and time of opening of the Financial Bids would be intimated in advance to the bidders who have qualified in the Technical Bid evaluation, and their authorized representatives only would be permitted to participate in the opening of the Financial Bids.

##### **c) CALCULATION OF L-1**

All the short-listed bids as per the process explained above will be treated as "equally suitable" and whosoever is quoting lowest will be treated as L-1. Order will be awarded strictly on the basis L-1.

Financial Bids should be submitted strictly as per the format given at Annexure 'E' only..

#### **12. DELIVERY OF ITEMS;**

- (a) T-shirts to be delivered at Bank's Head Office and 12 Regional Offices in U.P. (as per Bank's Order).
- (b) Billing to be done in the name of Bank's Head Office, 12 Regional Offices and / or Branches as advised by the Bank.

#### **13. Payment:**

The Bank will make payment after testing the delivered T-Shirts at the authorized labs at Bank's discretion and supplier's cost.

#### **14. JURISDICTION:**

Any dispute whatsoever shall be subject to the jurisdiction of the courts of Lucknow, India, only.





## Broad Specifications of T-Shirts

S.No.	Item	Specification	Print	Quantity
1)	T-Shirt as per sizes/specification	<p>1. <b>Fabric</b>:-Cotton Polyester</p> <p>2. <b>Ratio</b>:-65% Polyester /35% Cotton</p> <p>3. <b>Yarn Count</b>:-24s/30s super combed, A grade mill material</p> <p>4. <b>Pique</b>:-Double pique</p> <p>5. <b>Stitching</b>:-3 ply thread sewing to be used</p> <p>6. <b>Collar &amp; Cuff/ Neck</b>:-Polo Collar Style</p> <p>7. <b>Dyeing</b>:-Fabric Dyed</p> <p>8. <b>Pocket</b>: one side</p> <p><b>Additional Requirements</b></p> <p>1. <b>Shrinkage Printing</b> :-Less than 0.5"</p> <p>2. <b>Button Specification</b>:-Size 20L with 4 holes attached by 3 ply sewing thread</p> <p>3. <b>Trim Details</b>:-Size label placed in the centre of the yoke, wash care label stitch along with the left side seam of the inner part with extra button and brand label attach in left seam of the outer part.</p> <p>4. <b>Stitching Specification Labeling near Collar</b>:-</p> <p>a) 3 ply sewing polyester thread used for stitching in all parts</p> <p>b) Flat lock cover stitch at both the arm hole</p> <p>c) Half moon badge attached in the back yoke.</p> <p>d) Placket on top in shell fabric DTM colour with two buttons and bottom with contrast white colour</p> <p>e) Size in inches to be mentioned (like 30/32/34/36 etc</p>	Bank's Logo and matter as advised by the Bank to be printed on front and back.	60,000( Approx.)

Note:

- 1) All T shirts must be from the same manufacturer with their name / address duly stitched on the T Shirt.
- 2) The artwork, design and colour of the item would be provided by the Bank to the bidder at the time of Order.
- 3) The Bank does not guarantee procurement of all or any of the items or numbers mentioned above. The Bank reserves the right of procurement of the items or quantity.



**PRE-QUALIFICATION CRITERIA**

Bids of the Bidders who fulfill the following pre-qualification requirements, and submit documentary proof thereof along with the technical bid, will only be eligible for evaluation of the technical bids.

**1) Technical Capacity:**

The bidders must have supplied individually or collectively at least 50,000 T Shirts during the last 5 years. Copies of documentary proof are to be enclosed in the technical bid.

**2) Financial Capacity:**

The bidder applying must have an average Annual Turnover of Rs. 300.00 Lakhs from the business of supplying/ manufacturing readymade garments in the last 3 financial years, i.e., at least Rs. 900.00 Lakhs as total turnover during the last 3 years.

3) The bidders must have a Permanent Account Number (PAN). A copy of the PAN is to be submitted.

4) Copies of GST. Certificate

5) Copies of Audited Statement of Accounts & of Income Tax (IT) returns for the last three financial years are to be submitted.

6) An undertaking accepting all the terms and conditions unconditionally of the tender should be submitted on the bidder's letter head in the format as given at **Annexure-'D'**.

7) An Earnest Money Deposit (EMD) of Rs. 5,00,000/- must be enclosed along with the technical bid in the form of Demand Draft in favour of Gramin Bank of Aryavart. No. other mode of EMD will be accepted.

8) Submission of One sample of T-Shirt. The submitted sample would be deemed as the quality offer from the respective tender.



**Bidders Details / Compliance Check List (On company's Letter head) Signed**

**by Authorized Signatory**

**ANNEXURE 'C'**

Sr. No.	Required details	To be filled by the Bidder
1)	Name of the Company	
2)	Name of Contact Person & Designation	
3)	Contact Details: email id & Phone	
4)	Company Office address	
5)	Details of existing/previous clients such as any state government department/PSU or allied sector in the Hospitality industry, or any other organizations for supply of tendered item or category of such items. Please submit copies of such purchase orders /contracts	Documentary poof to be submitted
6)	PAN (Permanent Account Number) Card Number (Documentary proof required)	Documentary poof to be submitted
7)	Details of EMD submitted vide DD (Documentary proof required)	
8)	Sample of item submitted in a separate envelope / box.	
9)	Copies of Income Tax (IT) returns for the last three financial years are to be submitted.	Documentary poof to be submitted
10)	A certificate accepting all the terms and conditions unconditionally of the tender should be submitted on the bidder's letter head in the format as given at <b>Annexure-D</b>	
11)	Any other relevant information	
12)	GST certificate	Copy of Regd. Certificate to be submitted





**ON COMPANY'S LETTER HEAD  
UNDERTAKING CERTIFICATE**

To,

The General Manager  
Gramin Bank of Aryavart  
A-2/46, Vijay Khand,  
Gomti Nagar,  
Lucknow-226010  
Email:- [ho.ans@gba-rrb.com](mailto:ho.ans@gba-rrb.com)

Sir,

- 1) It is certified that we have studied and understood the terms and conditions of the tender for Supply of T-shirts as per specifications/sizes and, agree to abide by the same unconditionally.
- 2) We hereby declare that we have not been barred by the Central Government, any State Government, a statutory authority or a public sector undertaking, as the case may be, from participating in any project, and the bar subsists as on the date of the Proposal.
- 3) We understand that:
  - a. The artwork design would be provided by the Bank to the successful bidder at the time of placement of Purchase Order.
  - b. The Bank does not guarantee procurement of all or any of the items or variants or numbers mentioned above. The Bank reserves the right of procurement of the items or variants or quantity.

**AUTHORISED  
SIGNATORY**



## FINANCIAL BID

## Annexure E

(On company's Letter head)  
Signed by Authorized Signatory

S.No.	Item	Specification	Print	Financial Quote for One number of item
1)	T-Shirt as per sizes/specification	<p>1. <b>Fabric</b>:-Cotton Polyester</p> <p>2. <b>Ratio</b>:-65% Polyester /35% Cotton</p> <p>3. <b>Yarn Count</b>:-24s/30s super combed, A grade mill material</p> <p>4. <b>Pique</b>:-Double pique</p> <p>5. <b>Stitching</b>:-3 ply thread sewing to be used</p> <p>6. <b>Collar &amp; Cuff/ Neck</b>:-Polo Collar Style</p> <p>7. <b>Dyeing</b>:-Fabric Dyed</p> <p>8. <b>Pocket</b>: one side</p> <p><b>Additional Requirements</b></p> <p>5. <b>Shrinkage Printing</b> :-Less than 0.5"</p> <p>6. <b>Button Specification</b>:-Size 20L with 4 holes attached by 3 ply sewing thread</p> <p>7. <b>Trim Details</b>:-Size label placed in the centre of the yoke, wash care label stitch along with the left side seam of the inner part with extra button and brand label attach in left seam of the outer part.</p> <p>8. <b>Stitching Specification Labeling near Collar</b>:-</p> <p>a) 3 ply sewing polyester thread used for stitching in all parts</p> <p>b) Flat lock cover stitch at both the arm hole</p> <p>c) Half moon badge attached in the back yoke.</p> <p>d) Placket on top in shell fabric DTM colour with two buttons and bottom with contrast white colour</p> <p>e) Size in inches to be mentioned (like 30/32/34/36 etc</p>	Bank's Logo and matter as advised by the Bank to be printed on front and back.	

\*The bidders are required to quote a single rate irrespective of the size (small, medium, large, X large and XX Large) that would be required by the Bank.

NOTE: The following points are to be noted while submitting the Financial Bid:

- 1) Unit price (exclusive of GST) is to be quoted, the unit price must be inclusive of free delivery, **and all Govt, duties / levies** like Excise duties, VAT etc. and any other charges that may be applicable at the time of delivery. Break up of levies like ED, Cess, etc to be specified.
- 2) The Bank will not accept inclusion of any additional costs, if requested for after opening of the tender.
- 3) Submission of incorrect or incomplete information or with arithmetical errors in compilation of the data would be at the bidder's sole risk, and the decision of the Bank in such cases would be final and binding.





**Annexure E**

**Certification:**

- 1) There are no hidden costs to the Bank over and above that indicated above.
- 2) We agree to hold the quoted price firm till completion of supplies against the purchase order or for one year from the date of purchase order whichever is later.
- 3) We have read, understood and agree to comply with terms and conditions of the tender and the conditions as indicated in the note of Annexure D

***Name of the Bidder:***

**Bidder's Seal Signature of the authorized signatory**

