

**INVITATION TO QUOTE**

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**ARTIFICIAL LIMBS MANUFACTURING CORPORATION OF INDIA  
(A GOVERNMENT OF INDIA UNDERTAKING)  
AN ISO 9001 : 2008 COMPANY  
G. T. ROAD, KANPUR – 209217**

M/s

Enquiry No.: SP/LT/05/AV  
Date : 23/08/2017

Due Date : 14/09/2017

**Ref: TENDER NOTICE No. SP/LT/05/AV Dated 03.08.2017**

Last Date for Submission 14.09.2017 Time 1400 Hrs.

**Due Date for Opening on 14.09.2017 Time 1500 Hrs**

**Dear Sir,**

1. Ours is Government of India Public Sector Undertaking under the administrative control of Ministry of Social Justice & Empowerment, Department of Empowerment of Persons with Disabilities located at G.T. Road, Naramau Kanpur-209217 and engaged in the manufacturing of Aids & Appliances for the disabled population of the country. The Corporation has established its auxiliary production centers at Bangalore, Bhubaneswar, Jabalpur & Channalon and Regional Marketing Centers at New Delhi, Mumbai, Hyderabad, Kolkata and Guwahati.
2. Sealed tenders in two parts i.e. Technical Bid (TC-Bid) & Price Bid (P-Bid) are invited for the **Supply of Bulk SMS Service, pack for 06 lakh SMSs** at ALIMCO, Kanpur, as per broad scope of work given at Annexure-'A', against our Service / work contract to be placed on the successful Tenderer / Tenderers within specified period of Service/work contract extendable for a further duration by mutual consent. The same may be extended for a further period of one year at the same rates and terms & conditions at the sole discretion of ALIMCO
3. This is two Bid Tender i.e. Technical Bid (TC-Bid) & Price Bid (P-Bid) and the tenderers are requested to submit the following details/documents with their offer.

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**Part I ('TC' BID):**

The tenderers are requested to submit the following details/documents in their TC Bid:

**Mandatory / Pre-Qualification Criteria:-**

- i) Duly filled tender documents with proper seal and signature of authorized person on each page of the Tender document(s).
- ii) Complete specifications, offered on parameters specified, must be mentioned.
- iii) Self-Attested copy of VAT/ CST, ITR, Service Tax Number/ Registration certificate, GST Registration no, HSN code as applicable.
- iv) Self-Attested copy of Income Tax Return for the previous two financial years.
- v) The list of parties with their complete address and contact person details (phone/Mobile nos. etc.), Where tenderer had supplied the Bulk Sms Service.
- vi) Tenderer is required submit the undertaking that his/her offer will be valid for 90 days from the date of opening of Tender (TC Bid) as per the format at Annexure 'C'.
- vii) An undertaking to Compliance to Job Description as per Annexure 'A' as per the format at Annexure 'D'.
- viii) Tenderer is required submit the undertaking as per Annexure 'E' that additional no of SMSs if required, can be added in the same account at the same rates and terms & conditions.
- ix) Tenderer is required to specify offered length of SMS both in Hindi & English (Not less than 160 chars per SMS in English & not less than 70 chars per SMS in Hindi).

**Part II ('P' BID):** shall consist of complete price details as under:-

Rate should be quoted in Rupee per unit in figures and in words. In case of any difference, the figures given in words will only be considered and binding. Rate should be quoted for **FREE DELIVERY at ALIMCO, KANPUR. THE RATES SHOULD BE FIRM AND VALID THROUGHOUT THE CONTRACT PERIOD. NO REVISION OF RATE WILL BE ALLOWED.**

The following data shall be invariably furnished in the annexure 'B':-

- a) Basic Price
- b) GST in % & Rs.
- c) Total Amount

**THIS BREAKUP IS ESSENTIAL TO ENABLE PLACEMENT OF THE PURCHASE ORDERS AND PAYMENTS, KEEPING ACCOUNT OF GOVT. LEVIES SEPARATELY.**

All entries in the offers shall be either typed or neatly hand written. Tender having over writings / fluid application / cutting etc. without proper authentication will be rejected.

As per the current policies of the Government, the Corporation may grant purchase preference to Public Sector Undertakings when they compete with Private Sector Units.

**The L1 offer will be decided based on landed cost at FOR ALIMCO.**

#### **4. TAXES**

It should be mentioned whether GST is inclusive or exclusive .The rates of the GST wherever applicable should be given clearly and separately. If nothing is mentioned the rates will be deemed to be inclusive of GST.

Tax Registration details of ALIMCO, Kanpur are given below. Accordingly `C` Form / III`B` can be provided wherever necessary. Hence correspondingly concessional / full rate of Sale Tax should be quoted for as applicable.

<b>CST Regd. No.</b>	<b>KR-502020207</b>
<b>TIN No.</b>	<b>09645600010</b>
<b>GSTIN</b>	<b>09AABCA8899F1Z6</b>

Variation Clause: - Any change (Increase / Decrease) in Govt. Duties / Levels / GST as amended by Govt.( State / Central) from time to time will be applicable during the currency of Purchase Order / Contract & shall be borne by ALIMCO.

Our finished goods are exempted from payment of Excise Duty and Sales Tax vide Notification No.ST-II-7037/X Dt.31.1.1985. As such tenderers are required to quote with correct rate of taxes as applicable. P.O. shall be placed as per quotation. Any request for upward revision of quoted rate of Taxes on account of ignorance / mistake while quoting shall not be entertained and shall be on account of tenderer.

#### **5. SECURITY DEPOSIT:**

Subsequent to placement of Order / Contract, the successful tenderer will be required to deposit a sum equal to 5% of the Order/ Contract value as **Security Deposit** in the form of Demand Draft only in the favour of **ALIMCO** payable at **Kanpur**.

The Corporation, at its sole discretion may decide that in case of failure of the party to deposit balance amount of Security deposit, the same will be recovered @ 25% from the payments to be released against the running bills of the party.

This Security deposit will be retained till the expiry of Bulk SMS Service Pack plus one month. No interest shall be payable on this Security Deposit. After Satisfactory completion of contract for Bulk SMS Service Pack and on receipt of request to release Security deposit, the same shall be released by ALIMCO, within 30 days.

The Corporation reserves the right to forfeit the security money deposit in case the supplier fails to make goods losses on supplies, unable to replace supplies found unacceptable as well as losses on account of exceptional delays in supplies.

**6. SUBMISSION OF TENDER:**

Procedure for submission of tender documents shall be as under:-

- a) **Part I (TC-BID)** Offer along with Tender document(s) shall be put in an envelope of appropriate size and then sealed and boldly marked **TC-BID** along with **“Tender No. SP/LT/05/AV dated 03.08.2017 due for opening on 14.09.2017** clearly written on top of the envelope.
- b) **Part II (P BID)**- Similarly P-BID offer shall be put in a separate envelope of appropriate size and then sealed and boldly marked **P-BID** along with **“Tender No. SP/LT/05/AV dated 03.08.2017 due for opening on 14.09.2017** clearly written on top of the envelope.
- c) Both the above sealed envelopes containing TC-BID & 'P'BID of the tender shall be sealed in another large envelope which should also bear our Tender reference on top of it, i.e., **TENDER NOTICE No. SP/LT/05/AV dated 03.08.2017**

**Last Date & Time of submission of tender at ALIMCO, Kanpur : 14.09.2017 at 1400 Hrs.**

**DUE FOR OPENING OF TC-BID ON : 14.09.2017 at 1500 Hrs.**

- a) Please note that no indication of the rates/amounts be made in the documents submitted with the Tender documents.
- b) The tenders should be dispatched well in time so that the tender should reach us by due date and time. The tenderers may, at their own discretion, send tenders by Registered/Speed Post (Acknowledgement due)/reputed courier, but postal and transit delay may not be considered for reckoning the tenders 'VALID' for our consideration.

**7. OPENING & EVALUATION OF TENDER:**

- a) All the tenders must reach the office of **Sr. Manager (SP&C)** latest by **14:00 Hrs. on or before 14.09.2017**. Tenders received late (**after 14:00 hrs. On 14.09.2017**) **may not be considered**.
- b) Only the 'TC-Bid' (Part I) of the tender will be opened on **14.09.2017 at 15:00 Hrs** by the Tender Opening Committee of ALIMCO in the presence of representatives of tenderers who may like to be present and the procedure will be as follows:

After opening the main cover, the Tender Opening Committee at ALIMCO shall open envelope containing only 'TC-BID' part of all tenders. Sealed envelope containing 'P-BID' of all the tenderers shall be put together in a large cover by the Tender Opening Committee and shall be sealed (in presence of tenderers if present during opening of tenders) which shall be opened on a subsequent date which shall be communicated by ALIMCO to all eligible tenderers.

- c) Subsequent to opening of 'TC-BID' envelope of all tenderers correspondence / discussion with regard to the conditions and other technical aspects may be held by the Technical Committee or by Officer(s) nominated by ALIMCO, if needed.
- d) In case any tenderer sends only envelope 'TC-BID' his tender shall not be considered and shall be treated as incomplete tender. Similarly if any tenderer sends only envelope 'P-BID', the same shall also be not considered.
- e) The technical bids will be evaluated to shortlist the eligible bidders. The technical bids of only the eligible bidders shall be considered for further processing (Technical evaluation). Preliminary scrutiny of the proposal will be made to determine whether they are complete, the documents have been properly signed, and whether the bids are generally in order. Proposals not conforming to such preliminary requirements will be prima facie rejected.
- f) The ALIMCO has a right to seek clarification/ documents from the tenderer relating to TC-Bid of tenderers if such information is essential for evaluation of tender.
- g) Bidder whose technical bid is found to be acceptable and meeting the Mandatory /Pre- qualification criteria as specified in this tender will only be informed about the date and time of the opening of the commercial bid (P-Bid).
- h) ALIMCO will open commercial bids (P-Bid) of only the technically short listed bids, in the presence of the bidder or their authorized representative who choose to attend the bid opening, at the time and date to be informed later.
- i) Commercial bids of only those bidders will be opened who are found to be technically qualified & acceptable and the work shall be awarded to the commercially lowest bidder. The Comparative Statement of Quotations (CSQ) of the P-bid will be prepared on FOR ALIMCO (as per defined destination in Para 1) and evaluated on the basis of complete price FOR ALIMCO (as per defined destination in Para 1) including basic price, forwarding & freight, taxes etc.

## **8. REJECTION OF TENDER:**

- a) Conditional and unsigned tenders, tenders containing absurd or unworkable rates and amounts, tenders which are incomplete or otherwise considered defective and tenders not in accordance with the tender conditions are liable to be rejected.
- b) Canvassing in any form in connection with the tender is strictly prohibited and the tenders submitted by the party who resort to canvassing are liable to be rejected.
- c) The acceptance of tender will rest with ALIMCO which does not bind itself to accept the lowest tender or any tender and reserves full rights for the rejection of any or all tenders without assigning any reasons whatsoever.

**9. VALIDITY OF TENDER:**

- a) The tenders shall remain open for acceptance for a minimum period validity of 90 days from, the date of opening of tenders or till such period up to which the extension of validity is agreed to mutually. This may please be stipulated clearly in the Quotation.
- b) If notified within this period that the tender has been accepted, the tenderer shall be bound by the terms of the offer along with the terms that have been agreed mutually.
- c) In case the tenderer happen to be dealer/distributor for any reputed brand the validity certificate to this effect duly certified from the principal should invariably be provided.

**10. QUANTITY DISCOUNT:**

In order to submit the most competitive offer, the Tenderer may indicate the quantity discounts as applicable on the price. However, the buyer reserves the right to accept the quantity discounts for lower quantities as well.

**11. DELIVERY:**

- a) The delivery, Bulk SMS Service pack must be completed within the stipulated period from the date of placement/acceptance of PO/ work contract.
- b) The delivery of the Bulk SMS Service pack shall be made strictly as per delivery schedule as stipulated in our Purchase Order/Work Contract or modified time to time by ALIMCO. Failure to supply, Bulk SMS Service pack within the stipulated period will make the tenderers liable to an unconditional penalty of ½ % of our Purchase order / Work Contract value per week subject to a maximum limit of 10% value of our Purchase Order/Work Contract.

**12. TERMS OF PAYMENT:**

ALIMCO is a Schedule 'C' Miniratna Category II Central Public Sector Enterprises, registered under Section 8 (Not for Profit motive) of the Companies Act, 2013, (corresponding to Section 25 of the Companies Act, 1956)

- a) The party will be required to furnish a report, hard copy and soft copy (excel format) having the information like
  - i) Date & Time of sending of bulk sms,
  - ii) SMS text,
  - iii) Total no. of mobiles on which the text was sent,
  - iv) Total no. of SMS delivered / failed to deliverat the time of submission of their bill / invoice.



- b) The Payment shall be released on half yearly basis on total due after deducting statutory dues and deductions if any within 30 days after completion of six months from the date of Bulk SMS service to the corporation.
- b) Supplier's Bank Charges/Draft making charges will have to be borne by the party only.
- c) The tenderer will be required to submit their RTGS details duly certified by the Bank or along with a crossed/cancelled Cheque in support of the details, as all payments/refunds are preferably be made through RTGS mode only.

13. **RIGHT OF ACCEPTANCE:**

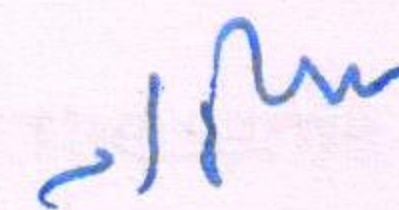
ALIMCO reserves the right to reject any or all the tenders in part or full without assigning any reasons thereof. The Corporation also reserves the right to negotiate the rates and terms and conditions of supply with any or all the tenderers at its sole discretion as deemed fit without assigning any reasons thereof.

**ARBITRATION**

If any dispute / question or controversy arises, the settlement of which is not herein specifically provided in the this Purchase Order/Work/Service Contract, the matter in dispute shall be referred to the arbitration of the Chairman and Managing Director of ALIMCO or his nominee and decision of Chairman and Managing Director or his nominee shall be final and binding on both the parties. The provision of INDIAN ARBITRATION & CONCILATION CT 1996 as amended from time to time shall apply to such arbitration proceedings. Arbitration proceeding shall be held at Kanpur only and the Kanpur Courts will have jurisdiction in the matter.

Thanking you,

Yours faithfully,



For- Artificial Limbs Mfg. Corporation of India  
Sr. Manager (SP&C)



**Scope of Work:**

1. Brief Introduction ó
  - a) ALIMCO set up in 1972 by Government of India for manufacture and distribution of aids & appliances for persons with disabilities has emerged as one of the largest manufacturers of Artificial Limbs and Rehab Aids in South Asia & Africa, Headquartered in Kanpur, it is working under the aegis of the ministry of Social Justice & Empowerment, Govt. of India. ALIMCO is major implementing agency for the ADIP Scheme of MoSJ&E (Assistance to Disabled Persons & ADIP-SSA (ADIP under Sarva Shiksha Abiyan) being run by MoHRD and MoSJE. ALIMCO is distributing Aids & Appliances to PwD under these two Scheme across the country through organizing first Assessment Camp followed by Distribution Camp in any of the State across nation at Block / Village / District Level.
  - b) ALIMCO besides above is also providing Aids & Appliances directly to PwDs through its Prosthetic & Orthotic Centre located at Kanpur, Jabalpur, Bhubaneswar, Bangalore, Chanalon (Punjab), New Delhi, Kolkata, Mumbai, Hyderabad & Guwahati.
  - c) ALIMCO is also serving & providing Aids & Appliances to PwD under Corporate Social Responsibility (CSR) conducted on and behalf of other CPSE, SPSEs, and Corporate Sector and through MPLAD funds allocated by Hon'ble Member of Parliament.
2. ALIMCO needs to send SMS in English & Hindi language, informing to the ADIP Beneficiaries, details like venue of the distribution camp, date of distribution of AIDS & Appliances and time prior to the organization of distribution camp, through SMS application software via internet. The successful tenderer is required to provide a Bulk SMS solution for ALIMCO meeting this requirement.
3. The tenderer is required to provide a web platform having a secure login utility where a person can be engaged to send the Bulk SMS to the beneficiaries as indicated above on their mobile no(s).
4. The Bulk SMS solution should have dash board to manage the Bulk SMS, schedule the SMSs to be sent, adding of numbers by uploading the file (.csv, xls, .xlsx etc), various report generation pertaining to the SMS sent, balance left thereafter, total no. of SMS successfully sent, total no. of SMS failed, and complete trail of SMS transactions done shall be available as and when required, etc.
5. Additional no of SMSs can be added if required, in the same account at the same rates and terms & conditions.



ANNEXURE 'B'  
TO LT NO. SP/LT/05/AV Dated: 03/08/2017

PRICE BID

S.NO	DESCRIPTION	UNIT	Qty	Basic Rate	GST		Total Price (All inclusive)
				(in Rs.)	(in %)	(in Rs.)	(in Rs.)
1	Supply of Bulk SMS Service, pack for 06 lakh SMSs	Nos	06 lacs				
	<b>TOTAL</b>	-----	-----	-----	-----	-----	

(Signature & Seal of Tenderer)



ANNEXURE 'C'  
TO LT NO. SP/LT/05/AV Dated: 03/08/2017

**(On Letter Head of the Tenderer)**

**UNDERTAKING**

We hereby undertake that our Offer is valid for acceptance for 90 days from the date of opening of Techno-Commercial Bid (TC-Bid).

Dated:

Authorized Signatory:

Name :-

Designation :-

Seal :-

Contd...



ANNEXURE 'D'  
TO LT NO. SP/LT/05/AV Dated: 03/08/2017

**(On Letter Head of the Tenderer)**

**UNDERTAKING**

We hereby undertake that all the tender terms & conditions are acceptable to us.

Dated:

Authorized Signatory:

Name :-

Designation :-

Seal :-

Contd...



ANNEXURE 'E'  
TO LT NO. SP/LT/05/AV Dated: 03/08/2017

**(On Letter Head of the Tenderer)**

**UNDERTAKING**

We hereby undertake that additional no of SMSs if required, can be added in the same account at the same rates and terms & conditions.

Dated:

Authorized Signatory:

Name :-

Designation :-

Seal :-