



भारतीय प्रौद्योगिकी संस्थान रोपड़  
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**Tender**

**For**

**ANNUAL RATE CONTRACT OF  
SPORTS ITEMS**

File No. 1399-19/AD- SO/ ARCSE/PS/

Dated-09.08.2019\_\_\_\_\_

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## SECTION 1 – INVITATION OF THE BIDS

Tender No and Date Item Description	<b>Annual Rate Contract for supply of Sports items</b>
Last date & time of submission of Tender :	29.08.2019 by 3:00 PM
Date of opening of Technical Bids	29.08.2019 at 3:30 PM
Place of Submission of Bids	Store & Purchase Section, M. Visvesvaraya Building, 2nd Floor, Indian Institute of Technology Ropar, Permanent Campus, Rupnagar-140001
Submission of Bids	<b>Two Bid System</b> : The two bid system will be followed for this tender. In this system bidder must submit their offer in separate sealed envelopes as – Technical Bid and Commercial Bid. Both the technical bid and commercial bid envelopes should be clearly marked as “Envelope No. 1 - Technical Bid" and "Envelope No. 2 Commercial Bid" and both these sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed with our Tender No. & Due Date and to be submitted in Deputy Deputy Registrar Office, Store & Purchase Section, M. Visvesvaraya Building, 2nd Floor, Indian Institute of Technology Ropar, Permanent Campus, Rupnagar-140001
Earnest Money Deposit	Earnest Money Deposit (EMD) of <b>Rs.40,000/-</b> (Rs. Forty Thousand Only) in the form of Demand Draft in the favour of <b>“IIT Ropar Revenue Account”</b> payable at Ropar to be submitted in Technical Bid “
Place of Opening Tender	Store & Purchase Section, M. Visvesvaraya Building, 2nd Floor, Indian Institute of Technology Ropar, Permanent Campus, Rupnagar-140001

## SECTION 2 – ELIGIBILITY CRITERIA

1. The bidder should have existence of retail sports items shop for **minimum period of 05 years.**(Enclose copy of Certificate of Incorporation/Registration Certificate of the firm.)
2. Enclose copy of **PAN CARD** of the firm.
3. Enclose Bidder's Information. **Annexure A1.**
4. The bidder must **not be blacklisted/ Suspended** by any organisation/Govt. Organisations in India or outside India. **Annexure A2.**
5. The bidder should accept the Terms & Conditions of Tender **Annexure A3.**
6. The bidder must have experience of supplying sports items to various Government/Semi Government/PSU during **last 05 years.** Enclose copy of atleast 3 purchase orders or completion certificates/invoices which is more than Rs. 2.00 Lacs each. – **Annexure A4.**
7. The bidder must have Annual Business Turnover of minimum **Rs. 5 lakhs** in the last three financial years i.e. 2016-17, 2017-18 & 2018-19. **Annexure A5.**  
(Enclose copy of Audited Annual Accounts or Chartered Accountant certificate for turnover for the last two years).
8. The bidder should have submitted filed ITR copy for last three years i.e. A.Y. 2016-17, A.Y. 2017-18, A.Y. 2018-19. **Annexure A5.** (Enclose copy of Acknowledgments.)
9. Enclose copy of valid **GST Registration certificate.**

### **Important Instruction:**

- **It is mandatory to quote for all items.**
- **Vendor cannot change brand or model of quoted item.**
- **Vendor should quote the rates as per attached commercial bid format.**

## **SECTION 3 – INSTRUCTIONS TO BIDDERS**

### **A) PREPARATION AND SUBMISSION OF BID :**

1. The Bid **MUST BE ENCLOSED IN SEALED COVER** superscribing Tender number / due date & should reach the undersigned on or before due date mentioned in the tender notice. If the bid cover is not sealed, it will be rejected.
2. The Bid should be dropped in the tender box kept in the office of concerned Department / Section mentioned in the tender. No tender is to be handed over to our staff personally unless otherwise specified. All communications are to be addressed to the undersigned only. In case due date happens to be holiday the bid will be accepted and opened on the next working day.
3. The bid can be submitted in person or through post/ courier (IIT Ropar shall not be responsible for any postal delays or any other reason for not submitting the bid in the specified time and resulting in disqualification / rejection of any bid) so as to reach on or before the due date and time.
4. The leaflets catalogue, etc. should be sent invariably so that a proper evaluation of the equipment offered is possible.

### **B) VALIDITY OF THE BID:** 180 days from the date of submission of bid.

### **C) AMENDMENT OF BIDDING DOCUMENTS :**

1. At any time prior to the deadline for submission of bids, IIT Ropar may, for any reason, whether on its own initiative or in response to the clarification request by a prospective **BIDDER** may modify the bid document.
2. All prospective **BIDDER's** who have downloaded the bidding document may visit IIT Ropar, website for amendments / modifications which will be binding on them.

### **D) DEADLINE FOR SUBMISSION OF BIDS :**

1. Bids must be received by IIT Ropar before the due date and time at the address specified in the tender document. In the event of the specified date for the submission of bids being declared as a holiday for IIT Ropar the bid-closing deadline will stand extended to the next working day up to the same time.

### **E) BID OPENING PROCESS:**

1. In two envelop/cover/bid system, The Technical Bid will be opened in the first instance in the presence of representatives of the bidders at IIT Ropar.
2. Financial bids of only those bidders, whose bids are found technically qualified, by the Technical Evaluation Committee, will be opened in the presence of the vendor's representatives subsequently at a later date for further evaluation.
3. One authorized representative of each of the bidder would be permitted to be present at the time of aforementioned opening of the bids.

### **F) LATE BIDS :**

1. IIT Ropar will not be responsible:  
(a) For delayed / late quotations submitted / sent by post / courier etc.

(b) For submission / delivery of quotations at wrong places other than the mentioned in the tender.

(c) Any bid inadvertently received by IIT Ropar after the deadline i.e. due date & time for submission of bids, will not be accepted and returned.

**H) SUPPLEMENTARY OFFER /MODIFICATION OF ORIGINAL BID:**

1. Tender submitted against Notice Inviting Tender (NIT) shall not be returned in case the tender opening date is extended/postponed. BIDDER desirous to modify their offer/terms may submit their revised / supplementary offer (s) within the extended Tender Opening Date (TOD) by clearly stating to the extent of updation done to the original bid. The purchaser reserves the right to open the original offer along with the revised bid.

**I) CONFIDENTIALITY :**

1. Information relating to the evaluation of Bids, and recommendation of Contract award, shall not be disclosed to Bidders or any other persons not officially concerned with such process until information on Contract award is communicated to all Bidders.
2. Any attempt by a Bidder to influence the Purchaser in the evaluation of the Bids or Contract award decisions may result in the rejection of its Bid.
3. Notwithstanding, from the time of Bid opening to the time of Contract award, if any Bidder wishes to contact the Purchaser on any matter related to the bidding process, it shall do so in writing.

**L) EVALUATION OF BID :**

1. IIT Ropar evaluate technical and commercial acceptable offers on landed net Price basis.
2. In case any BIDDER is silent on any clauses mentioned in this tender documents, IIT Ropar shall construe that the BIDDER has accepted the clauses as per the invitation to tender and no further claim will be entertained.
3. No revision in the terms and conditions quoted in the offer will be entertained after the last date and time fixed for receipt of tenders.

**M) PRICE BID :**

1. Quoting of Price (s): Price quoted should be in Indian Rupees, free delivery at IIT Ropar Campus at site.
2. PRICE BID must be submitted in enclosed Price Bid Form only.
3. If the price is not quoted in Price Bid Form only provided in tender document then, IIT Ropar will reject bid.
4. If supplier wish to give pricing details it may be attached in separate sheet.
5. In case of multiple options of same product, bidders are requested to quote only one best option and not multiple options.
6. Quantity: The quantity mentioned in the tender can be increased or decreased to any extent depending upon the actual requirement.
7. It is mandatory to quote optional items in separate sheet otherwise your quote will be rejected.

**N) CANCELLATION OF TENDER :**

1. Notwithstanding anything specified in this tender document, Purchaser / IIT Ropar in his sole discretion, unconditionally and without assigning any reasons, reserves the rights:
  - a) To accept OR reject lowest tender or any other tender or all the tenders.

- b) To accept any tender in full or in part.
  - c) To reject the tender offer not confirming to the tenders terms.
- 2. To give purchase preference to Public Sector undertakings when applicable as per Govt. Policy/ Guidelines.
- 3. Offer which deviates from the vital conditions (as illustrates below) of the tender shall be rejected:
  - a) Non-submission of complete offers.
  - b) Receipt of offers after due date and time and or by email / fax (unless specified otherwise).
  - c) Receipt of offers in open conditions.
- 4. Conditional Tenders and Unsigned Tenders will also be rejected.

#### **Q) DELIVERY :**

- 1. The successful BIDDER should deliver the material as per tender document/purchase order. The successful bidder should emboss stickers of purchase order number on the material.

### **SECTION 4 – CONDITIONS OF CONTRACT**

#### **A) AWARD OF CONTRACT :**

- 1. The Rate Contract will be valid for a period of **ONE Year**. The successful bidders will be empanelled for the same period.
- 2. Sports category wise L1 will be determined and category wise L2 and L3 bidder will be allowed to match L1 rates. After matching L1 rates by L2 & L3 bidders they all shall be selected & empanelled for rate contract. If L2 & L3 bidders are not ready to match L1 rates then L4 & L5 will be allowed to match L1 rates.
- 3. The Empanelled bidder will be abide by all the Terms & Conditions of the Tender Document.
- 4. The services of the empanelled bidder's will be reviewed by committee during contract period and IIT Ropar reserve right to add or delete bidders in rate contract based on performance if necessary without intimation.

#### **B) EARNEST MONEY DEPOSIT & SECURITY DEPOSIT :**

While submitting bid, the BIDDER shall deposit an amount mentioned in tender document as Earnest Money, with the IIT Ropar through the following instruments:

- 1. Earnest Money Deposit (EMD) of Rs. 40,000/- (Rs. Forty Thousand Only) in the form of Demand Draft in the favour of “**IIT Ropar Revenue Account**” payable at Ropar to be submitted in Technical Bid. Failing which, submitted bid will be Rejected.
- 2. The Earnest Money shall be valid upto a period of 90 days or the complete conclusion of the contractual obligations to the complete satisfaction of both the BIDDER and the BUYER, including warranty period, whichever is later.
- 3. No interest shall be payable by the BUYER to the BIDDER on Earnest Money for the period of its currency.
- 4. For successful bidder, **EMD will be converted to security Deposit and will be retained with IIT Ropar till the expiry / termination of rate contract without interest.**
- 5. Security deposit shall be released after successful completion of the contract subject to compliance and settlement of all outstanding dues.
- 6. For Unsuccessful bidder, EMD will be returned within 30 days after the award of the contract.

**C) TERMS OF PAYMENT :**

1. 100% Payment will be made within 30 days after delivery and acceptance certificate from concerned department.
2. Payment shall be made by Cheque or such other mode / electronic fund transfer offered by the bank.
3. No payment will be admissible for goods rejected.

**D) PENALTY :**

1. Timely delivery is essence of the contract and hence if any consignment be delayed, liquidated damages at the rate 0.5% of the price of the delayed consignment, for each week or part whereof shall be levied and recovered subject to maximum of 5% of total purchase order value.

**E) DELIVERY:**

1. Free delivery at IIT Ropar. Delivery should be made within 15 days from the date of issue of Purchase order. Non-availability of the stock should be informed in writing immediately. No part-supply will be allowed. Defective items or items not as per given brands or samples, if any supplied must be taken back and be replaced with no additional cost.

**F) FORCE MAJEURE :**

1. Force Majeure will be accepted on adequate proof thereof.

**G) LEGAL MATTER :**

1. In the event of any dispute over this contract, IIT Ropar's decision shall be final and binding.



## SECTION 5 – COMMERCIAL BID

Sports Equipment for Annual Rate Contract 2019-20										
S.N o	Name of Equipment	Product details	Compan y Name	Model No./Product Code	Appr ox. Quan tity	Unit Price (approx)	GST		Unit Price with GST	Total price (Approx)
							%	Rate		
	ATHLETICS									
1	Agility Fixed Hurdles	6"(6 PCS. IN BAG)	Nelco	NAH006B	2					
2	Agility Fixed Hurdles	9"(6 PCS. IN BAG)	Nelco	NAH007B	2					
3	Agility Fixed Hurdles	12"(6 PCS. IN BAG)	Nelco	NAH008B	2					
4	Discuss 1 kg	RIM 83% (IAAF CERTIFIED)	Vinex	DGP-B10	2					
5	Discuss 2 kg	RIM 83% (IAAF CERTIFIED)	Vinex	DGP-B20	1					
6	Shout put (4kg)	109mm (IAAF CERTIFIED)	Vinex	VSP 209	2					
7	Shot put (6 kg.)	119mm (IAAF CERTIFIED)	Vinex	VSP 320B	2					
8	Shot put (7.260 kg)	129mm (IAAF CERTIFIED)	Vinex	VSP 229	1					
9	Javelin	800 GMS./70 MTS., IAAF CERITIFIED	Vinex	JAL-80070	2					
10	Discus Racks	-	Vinex	DSJC-100	1					
11	Hammer 7.260 kg	110mm (IAAF CERTIFIED)	Vinex	HVS-726	1					
12	Hammer 4.000 kg	95mm (IAAF CERTIFIED)	Vinex	HVS-F40	2					
13	SPRING BOARD (5 SPRING SYSTEM)	-	Vinex	VGYM- SPBSUP	1					
14	Yoga mat	Latex Foam Tyoe 173 X 61 X 0.6 Cm	Vinex	VYOG-CLBL	15					
15	Dual Resistance Harness (All)	-	Nelco	NAR006	5					
16	Speed Agility Ladder Pro	4m Length	Vinex	AGL-FF04M	3					
17	Shoulder Resistance Harness (All)	-	Nelco	NAR005	5					
18	Jump Box	Singles in Heights of 6", 12", 18", 24" and Sets up to 30"		KD Cougar Plyometric Jump Boxes	1					
19	Take off board	-	Vinex	TOB-W100	3					
20	Throwing gripping powder	1kg per pack	Gym Chalk		3					
21	Ankle weight	1kg	Iris Green		4					
22	Ankle weight	1.5kg	Iris Green		4					
23	Hurdle	IAAF CERTIFIED	Vinex	VSH-A222	40					
	BADMINTON									
S.N o	Name of Equipment	Product details	Compan y Name	Model No./Product Code	Appr ox. Quan tity					

24	Shuttle Mavis		Yonex	Mavis 350 Shuttles	35					
25	Shuttle Feather		Yonex AS2	Aerosensa 2 Feather Shuttlecock	25					
26	Racquet	Yonex Astrox 99			1					
27	Racquet	Lining Windstorm 700 III			1					
28	Net	Yonex 152			2					
	<b>BASKETBALL</b>									
<b>S.No</b>	<b>Name of Equipment</b>	<b>Product details</b>	<b>Company Name</b>	<b>Model No./Product Code</b>	<b>Approx. Quantity</b>					
29	Basketball (7 No.)	Cosco [Challenge Composite Leather Pasted]			18					
30	Basketball (6 No.)	Cosco [Challenge Composite Leather Pasted]			12					
31	Sports Bibs	Florocent Green and Red	Stanley/Nivia	XL size (6 of each color)	12					
32	Sports Bibs	Florocent Green and Red	Stanley/Nivia	L size (6 of each color)	12					
33	Basketball nets		Nivia/Spalding(white)	10 pairs	10					
34	6 balls carry net (Nylon)		Nivia		2					
35	Hand air pump		Nivia		2					
36	Basketball score card				5					
37	Foul indicator set			2 Set	2					
38	Game clock	Analog	any brand		2					
39	Basketball kit bag		BDM		2					
40	Ankle weight (1 kg)		Nivia	3 pair	3					
	<b>CRICKET</b>									
<b>S.No</b>	<b>Name of Equipment</b>	<b>Product details</b>	<b>Company Name</b>	<b>Model No./Product Code</b>	<b>Approx. Quantity</b>					
41	BATS		HS	KOOKABURRA KAHUNA 150	3					
42	BATS		HS	SG NEXUS EXTREME	3					
43	BATS		HS	SG OPENER ULTIMATE	2					
44	BATS		HS	SS T20 Power English Willow Cricket Bat	2					
45	CRICKET BALLS	WHITE LEATHER		SG CLUB	200					



S.N o	Name of Equipment	Product details	Company Name	Model No./Product Code	Appr ox. Quan tity				
75	Footballs		Nivia	Shining star	20				
76	Shin gaurds		Vixen	m 160-180	20				
77	Cones		spartan	9 inch	20				
78	Cones		spartan	6 inch	20				
79	Hurdle		spartan	6 inch	20				
80	Hurdle		spartan	12 inch	20				
81	Line man flags		spartan		2				
82	Football goal nets		Garware		2				
83	Gloves	pair	Nivia	super grip	4				
84	pump		Footpump	Indian	2				
85	tactical board				1				
86	marker				20				
87	6*8 goal nets		Garware		2				
	<b>HOCKEY</b>								
S.N o	Name of Equipment	Product details	Company Name	Model No./Product Code	Appr ox. Quan tity				
88	Cone	12 inch (SET OF 6)	Nivia		2				
89	Marker	0.5 - 1 inch	Nivia/cosco/Mont ex/ Vinex		24				
90	Ladder	8-10 foot	Nivia/cosco/Mont ex/ Vinex		2				
91	Bibs	L - 2 different colors	NIVIA		15				
92	Bibs	XL - 2 different colors	NIVIA		15				
93	Hockey Sticks(37 No.)		Alpha	Alpha Castle SCH 9008	20				
94	Hockey Sticks(36 No.)		Alpha	Alpha Castle SCH 9008	10				
95	Hocket stick Grip	Chamois - leather grip	Alpha		40				
96	Ball	Hollow ball with dimples	Alfa	SCH 60458	90				
97	Shin Guard	Large Size	Alfa	SCH6036	20				
98	Goal Keeper Kit		Alfa	SCH9041 Standard	1				
99	Hockey Kit Bag	with wheels	Alfa	SCH 6060	2				
	<b>TABLE TENNIS</b>								
S.N o	Name of Equipment	Product details	Company Name	Model No./Product Code	Appr ox. Quan tity				

100	Balls 3 STAR BOXES (3balls/box)		Stag	3 star balls	100					
101	Balls 1 STAR BOXES (6 balls/box)		Stag	1 star balls	30					
102	STAG TABLE NETS		Stag		3					
103	Table Tennis Ply		Tibhar Stratus		2					
104	Table Tennis Ply		Tibhar Samsonov Carbon FL		2					
105	Table Tennis Rubber		Tibhar Evolution MX-P (4-Red)		4					
106	Table Tennis Rubber		BUTTERFLY TENERGY-05 (3-Black)		3					
107	Table Tennis Rubber		DONIC BLUEFIRE M2 (3 RED + 3 BLACK)		6					
108	Table Tennis Bat Glue		Donic Vario Clean Glue, 37ml		2					
	<b>TENNIS</b>									
<b>S.N o</b>	<b>Name of Equipment</b>	<b>Product details</b>	<b>Company Name</b>	<b>Model No./Product Code</b>	<b>Approx. Quantity</b>					
109	Tennis Balls	150 boxes	Wilson	Championship	150					
110	Nets	3 ft high	Gupta	Tourney	1					
111	Dampner		BABOLATE	BABOLATE	6					
112	Grip		BABOLATE	BABOLATE	30					
113	Rackets		BABOLATE	Pure Aero 2019 French Open Racquet	1					
114	Rackets		Wilson	Pro Staff RF97 Autograph	1					
115	Kit Bag		Wilson	Team 3 6 Pack tennis kit	2					
	<b>VOLLEYBALL</b>									
<b>S.N o</b>	<b>Name of Equipment</b>	<b>Product details</b>	<b>Company Name</b>	<b>Model No./Product Code</b>	<b>Approx. Quantity</b>					
116	Volleyball	Cosco multi colour super volley			6					
117	Volleyball	Spartan multi colour super volley			18					
118	Cones	15 inches	Nivia		20					
119	Pump	Indian - steel body	Foot Pump		2					
120	Volleyball net		Nivia		5					
121	Exercise mat	6mm thick	Vinex		10					
122	Antina	Pair	MONTEX		2					

123	Nylon Volleyball Carry net (6 balls)		Nivia		2					
124	Volleyball Refree Stand	Standing	MONTEX		2					
125	Volleyball net wire 6mm		Indian make		4					
	<b>WEIGHTLIFTING</b>									
<b>S.No</b>	<b>Name of Equipment</b>	<b>Product details</b>	<b>Company Name</b>	<b>Model No./Product Code</b>	<b>Approx. Quantity</b>					
126	Jerk Block	Metal	Nelco	1 pair	1					
127	Pulling box	wooden all sizes 10cm, 20cm, 30cm, 40cm	Nelco	1 set	1					
128	Weight lifting competition bar	2.2 meters, blue mark	Nelco		1					
129	Weight lifting rod	7 ft, 25mm,			5					
130	Weight lifting belt	2- Small and 2- Medium			4					
131	Weight lifting strap	5 pairs	Vixen	5 pairs	5					
132	Yoga Mats		Vinex		4					
133	Weight plates	1/2Kg, 50mm hole 2 pairs each	Nelco		4					
134	Weight plates	2Kg, 50mm hole 2 pairs each	Nelco		4					
135	Magnesium carbonate soft powder	400 grams pack			10					
	<b>Misc</b>									
136	Track Suit	1. NS dust free cloth 2. IIT Ropar logo to be printed in front left side. 3. IIT ROPAR to be printed on back 4. Front sublimation design	Addidas		135					
137	Track Suit	1. NS dust free cloth 2. IIT Ropar logo to be printed in front left side. 3. IIT ROPAR to be printed on back 4. Front sublimation design	Puma		135					

138	Track Suit	1. NS dust free cloth 2. IIT Ropar logo to be printed in front left side. 3. IIT ROPAR to be printed on back 4. Front sublimation design	Nike		135					
139	Track Suit	1. NS dust free cloth 2. IIT Ropar logo to be printed in front left side. 3. IIT ROPAR to be printed on back 4. Front sublimation design	Shiv Naresh		135					
140	Athletics Sandoz and Short for Men	1. Dry fit fabric climate cool fabric 2. Front sublimation 3. IIT Ropar logo on front left side with in sublimation 4. Name and number of player on back in sublimation	Shiv Naresh		12					
141	Athletics T-Shirt and Short for Ladies		Shiv Naresh		6					
142	Badminton T-Shirt and Short for Men and Ladies		Shiv Naresh		8					
143	Basketball T-Shirt and Short for Men		Shiv Naresh		22					
144	Cricket T-Shirt and Lower		Shiv Naresh		16					
145	Football T-Shirt and Short for Men		Shiv Naresh		14					
146	Football goal keeper (Major Blue and minor Yellow contrasting colours)		Shiv Naresh		2					
147	Hockey T-Shirt and Short for Men		Shiv Naresh		14					
148	Hockey goal keeper (Major Blue and minor Yellow contrasting colours)		Shiv Naresh		2					
149	Table Tennis T-Shirt and Short for Mens and Ladies		Shiv Naresh		7					
150	Lawn Tennis T-Shirt and Short for Men and Ladies		Shiv Naresh		7					
151	Volleyball T-Shirt and Short for Men and Ladies		Shiv Naresh		24					

152	Weight Lifting Costume (Major Yellow and minor Blue contrasting colours)		Shiv Naresh		4					
153	Kit bag	1. Matty cloth. 2. 18 inches			150					

**Important Note:**

- **It is mandatory to quote for all items.**
- **Vendor cannot change brand or model of quoted item.**
- **Vendor should quote the rates as per attached commercial bid format.**

Place:

GST Registration No:

Date:

TIN Registration No:

Signature:



## SECTION 6- ANNEXURES

### ANNEXURE A- 1: BIDDER'S INFORMATION

(On Company / firm's Letterhead)

Details of the bidders :		
1	Name of the bidder	
2	Address of the bidder	
3	Status of the Company (Public Ltd./ Pvt. Ltd.)	
4	Valid Sales Tax Registration No. (if applicable)	
5	Valid Service Tax Registration No. (if applicable)	
6	Details of the Incorporation of the Company	Date:
		Ref. Document-
7	Permanent Account No. (PAN)	
8	Name & Designation of the Contact person to whom all references shall be made regarding this tender.	
9	Telephone No. (with STD Code)	
10	Email Address of the Contact person	
11	Fax No. (with STD Code)	

**Non- Blacklisting Undertaking**

To,

Date:

The Registrar  
I.I.T. Ropar,  
Rupnagar.

Sir,

**Re: Tender No. \_\_\_\_\_ dated \_\_\_\_\_, for “Annual Rate Contract of Sports Items”.**

**AFFIDAVIT**

I/We (Name) \_\_\_\_\_ Contracting  
agency /Partner/Sole Proprietor (strike out which is not applicable of (Firm)  
\_\_\_\_\_ do hereby solemnly affirm and declare that the individual/firm/companies  
have not been black listed by any Government Department or an autonomous body during the  
last 5 years.

**DEPONENT****DATE, THE****ADDRESS** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**VERIFICATION**

Verified that the content of above affidavit is true and correct to the best of my/our  
knowledge and belief. No part of it is false and nothing has been kept concealed therefrom.

**DATE, THE****DEPONENT**

**(NOTE :** *To be furnished on non-judicial stamp paper duly attested by a Magistrate/Notary Public)*

**ANNEXURE A-3: DECLARATION FOR ACCEPTANCE OF TENDER TERMS AND  
CONDITIONS**

(On Company / firm's Letterhead)

To,

Date :

The Registrar  
I.I.T. Ropar,  
Rupnagar.  
.

Sir,

**Re: Tender No. \_\_\_\_\_ dated \_\_\_\_\_, for “Annual Rate Contract of Sports Items”.**

I/we carefully gone through the Terms & Conditions as mentioned in the above referred Tender document. I/we declare that all the provisions of this Tender are acceptable to my company. I /we further certify that I'm an authorized signatory of my company and am therefore, competent to make this declaration.

Yours faithfully,

(Signature of the bidder)

## ANNEXURE A-4 : EXPERIENCE IN SIMILAR WORK

(On Company / firm's Letterhead)

To

Date :

The Registrar  
I.I.T. Ropar,  
Rupnagar.

Sir,

**Re: Tender No. \_\_\_\_\_ dated \_\_\_\_\_, for “Annual Rate Contract of Sports Items”.**

Brief particulars of the similar supply done in last five years: (Please attach copy of at least **three purchase orders** or completion certificates or invoices of more than Rs. 02 Lacs each for our reference).

Sr. No	Name of Institutions	Purchase Order No. & Date	Amount of Purchase order	Details of Contact person (Name, Add & Contact No.)

Yours faithfully,

(Signature of the bidder)

**ANNEXURE A-5: DECLARATION OF ANNUAL TURNOVER AND  
INCOME TAX RETURN**

(On Company / firm's Letterhead)

To,

The Registrar  
I.I.T. Ropar,  
Rupnagar.

Date:

Sir,

**Re: Tender No. \_\_\_\_\_ dated \_\_\_\_\_, for “Annual Rate Contract of Sports Items”.**

1) I/we hereby declare that, our firm's Annual Turnover as follows, and I/we have also supported an Audited Accounts for your references :

F. Y. 2016 – 17	F. Y. 2017 – 18	F.Y. 2018-19

And,

2) I/we hereby declare that, our firm had filed Income Tax Returns for last years i.e. A.Y. 2016-17, A.Y. 2017-18& A.Y.2018-19 . Supported by copy of ITR of three years.

Yours faithfully,

(Signature of the bidder)

Encl : As above

## SECTION 7 - CHECKLIST

**The following items must be checked before the Bid is submitted:**

1. Envelope “1”

- a) Demand Draft for Rs. \_\_\_\_\_/- (Rs. \_\_\_\_\_ only) towards cost of Bid document
- b) Demand Draft for Rs. \_\_\_\_\_/- (Rs. \_\_\_\_\_ only) towards Earnest Money Deposit.
- c) Eligibility Criteria Responses (each pages duly sealed and signed by the authorized signatory)
- d) Copy of this Tender document duly sealed and signed by the authorized signatory on every pages.
- e) Annexure A1 : Bidder's Information  
Annexure A2 : Declaration Regarding Clean Track by Bidder  
Annexure A3 : Declaration for Acceptance of RFP Terms and Conditions  
Annexure A4 : Experience in similar work  
Annexure A5 : Declaration Of Annual Turnover And Income Tax Return

2. Envelope “2”

- a) Commercial Bid :

Your quotation must be submitted in two envelopes **Technical Bid (Envelope 1) and Commercial Bid (Envelope 2)** superscribing on both the envelopes the Tender no. and the due date and both these sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed with our **Tender No. & Due Date.**