25 अप्रैल 2022

प्रिय महोदय,

नाबार्ड मुंबई में कार्यालय भवन और स्टाफ कार्टर में वाणिज्यिक रसोई के उपकरणों की आपूर्ति / फिक्सिंग और मरम्मत / रखरखाव कार्यों के लिए ठेकेदारों / सेवा प्रदाताओं का पैनल के लिए निविदा

कृपया उपर्युक्त विषय पर हमारी निविदा निमंत्रण सूचना संलग्न है।

भवदीय,

ह/-(एस सजीव)

सहायक महाप्रबंधक

सलाम . यथोपरिः :
APPLICATION FOR EMPANELMENT

EMPANELMENT OF MANUFACTURERS/VENDORS FOR
SUPPLYING AND INSTALLATION OF COMMERCIAL KITCHEN
EQUIPMENT & APPLIANCES IN THE CANTEEN AT NABARD,
HEAD OFFICE, MUMBAI.

National Bank for Agriculture and Rural Development
(NABARD)
DPSP, Ground Floor “B” Wing
Plat No C-24, “G” Block
Bandra – Kurla Complex Bandra (East)
Mumbai 400 051
NOTICE INVITING EXPRESSION OF INTEREST FOR EMPANELMENT OF MANUFACTURERS/VENDORS FOR SUPPLYING AND INSTALLATION OF COMMERCIAL KITCHEN EQUIPMENT & APPLIANCES IN THE CANTEEN AT NABARD, HEAD OFFICE, MUMBAI.

Ref.No.NB.DPSP/ / Tender 2022(Kitchen Equipment)/2022-23

दिनांक: 25 April 2022

1. NABARD invites application from reputed and experienced Manufactures/Vendors/Traders/Suppliers, having office at Mumbai, for empanelment for supplying, installation as well as repairing of Commercial Kitchen Equipment and Appliances in the Canteen at NABARD, Head Office.

2. Such empanelment will remain valid for 3-years i.e. upto 31st March 2025 subject to performance found to be satisfactory on annual review.

3. NABARD may effect need based purchases/repairs at various occasions throughout this period.

4. Design, Specifications and Quantities for the supply and /or installation will be furnished to the empanelled agencies (i.e. Manufactures/Traders/Suppliers) at the time of seeking bids.

5. The intending Applicants may download the APPLICATION document, for empanelment, from any one of the following options - NABARD's website www.nabard.org, or Central Public Procurement Portal https://eprocure.gov.in.

6. The process of empanelment will be done in Off-line mode and all pertinent documents will have to be submitted in physical form to NABARD. The tender may be submitted in a sealed envelope which should be superscribed with “Expression of Interest for Empannelment of Manufactures/Vendors for supplying and installation of Commercial Kitchen Equipment and Appliances” and addressed to “The Chief General Manager, DPSP, NABARD, G-Block, BKC, Bandra(E), Mumbai-400051”. The sealed envelope containing the tender may be placed in the tender box installed at the reception in the ground floor of the NABARD Office in the above address.

7. Details will have to be submitted by the Applicants with the Tender, which will contain the Pre-qualification criteria, Terms and Conditions and documents providing pre-qualification criteria.

8. The empanelled agencies will be required to execute an Integrity Pact (IP) with NABARD, in the format prescribed for the purpose, whenever the value of
purchase is likely to exceed ₹15 lakh. The format of the Integrity Pact will be provided at that instance.

9. NABARD reserves the right to accept or reject any or all offers without assigning any reasons whatsoever and its decision in this regard shall be final and binding.

10. The last date of submission of Tender is **11:00 hours on 09.05.2022**

11. The applications received will be opened **at 15:00 hours on 09.05.2022**

12. The applications so opened will be subjected to desk scrutiny by a committee of officials. Incomplete applications will cause the same to be rejected. Inclusion of any deviations in the application is liable for rejection.

In case of any query, please call on 022-26539741 or send an email to dpsp@nabard.org

**Sd/-**  
A K Pittan  
**Deputy General Manager**  
National Bank for Agriculture and Rural Development  
**Department of Premises Security and Procurement**  
C -24, "G" Block  
Bandra - Kurla Complex  
Bandra (East)  
Mumbai 400051
TENDER

PRE-QUALIFICATION CRITERIA

BASIC ELIGIBILITY CONDITIONS

1. The Applicant should be a Manufacturer / Vendor / Trader / Supplier of Commercial Kitchen Equipment/Appliances having office at Mumbai. The applicant should attach the proof of establishment at Mumbai.

2. The Applicant shall have minimum 7 years of experience in supplying and installation of Kitchen Equipment and Appliances to PSUs/Government/Government Agencies/Corporates/ Reputed Hotels & Restaurants as on 31.03.2022. The applicant should attach copies of Work Orders during the period as a proof.

3. The applicant should have average minimum annual turnover of ₹50 lakh during last three financial years ending 31.03.2021 (i.e. FY 2018-19, 2019-20 & 2020-21).

4. The Applicant should be profit making for last 03 years ending 31.03.2021 i.e., FY 2018-19, 2019-20 and 2020-21. The applicant should attach copies of audited balance sheets and Profit & Loss Account for the period.

5. The Applicant should have supplied and installed Kitchen Equipment/Appliances to any PSU/Government Agencies/ Corporates/Reputed Hotels & Restaurants during the last 4 years ending 31.03.2022 with the following minimum value (The applicant should attach copies of Work Orders along with Completion Certificate issued by the clients):

   i) One contract with the completed minimum value of the contract should not be less than ₹20 lakhs   OR

   ii) Two contracts with the completed minimum value of each contract should not be less than ₹13 lakhs   OR

   iii) Three contracts with the completed minimum value of each contract should not be less than ₹10 lakhs

6. The Applicant should have Income Tax /GSTN Number. (The applicant should enclose self-attested copies of the income tax return / GSTN return etc.for the years 2018-19, 2019-20 & 2020-21)
GENERAL CONDITIONS

7. This empanelment is for a period of 03 years.

8. The selected applicants will form a part of NABARDs standing panel for Supplying, Installation and Repairing of Kitchen Equipment/Appliances.

9. The applicant should not have been debarred / blacklisted / banned from doing business and participating in tender by any Government (Centre or State)/ PSU for supply of Commodities.

10. The Applicant to furnish copies of PAN, GST Registration Certificate, Bank Solvency Certificate for a minimum amount of ₹25 lakh indicating financial soundness.

11. The Applicants are liable to be removed from the list of empaneled manufacturer/vendors if they fail to abide by the terms and conditions of the empanelment or fail to submit bid on three occasions consecutively or fail to supply the items on time or supply substandard items or make any false declaration to any Government agency of for any ground which, in opinion of NABARD is not in public interest.

12. The record of accomplishment of the Applicant should be clean and it should not be involved in illegal activities or financial frauds and declaration to this effect be made.

13. The Applicant shall promptly and timely obtain all such consents, permissions, approvals, licenses etc., as may be necessary or required for carrying out the contract. The Contractor shall also inform and assist NABARD in procuring any registration, permissions or approvals, which may be statutorily required to be obtained by NABARD for availing the services.

14. NABARD reserves the right to accept or reject any or all offers without assigning any reasons therefore and its decision shall not be open to challenge.

15. NABARD is not contractually bound or in any other way to any Applicant with respect to this Application of Empanelment. NABARD is not liable for any costs or compensation in relation to this Application of Empanelment by the Applicants if NABARD Terminates varies or suspends the empanelment process or takes any other action permitted under this Empanelment Application.

16. Empanelment of suppliers by NABARD does not entail any commitment from NABARD to enter into contracts during the validity of empanelment. NABARD reserves the right to abandon any part or whole process without prior notice to
Applicants.

17. Canvassing or offer of an advantage or any other inducement by any person with a view to influencing acceptance of a bid under this Application of Empanelment will be an offence under Laws of India. Such action will result in the rejection of bid, in addition to other punitive measures.
1. **Requirement**

   1.1. NABARD invites tender from the empanelled Manufacturers/Vendors for supplying and installation or repairing of Kitchen Equipment/Appliances as per the requirement from time to time.

2. **Quality Assurance**

   2.1. The quality of the materials for the Kitchen Equipment/Appliances should be conforming to BIS or respective International Standards.

   2.2. The Applicant shall assure the purity of the material supplied and will provide a certificate from a Government certified laboratory for the same if required by NABARD.

   2.3. NABARD reserves the right to randomly test the purity of the material provided by the Applicant under the risk and cost of the applicant or by NABARD by its level.

   2.4. The Applicant to compensate NABARD for any loss suffered on this count.

3. **Payments**

   3.1. Payments for the supply, Installation and repair of items will be made against the tender conditions at each time of purchase.
FORMAT FOR PRE-QUALIFICATION FOR TENDER

From:

To:

**The Chief General Manager**
**National Bank for Agriculture**
**and Rural Development**
Department of Premises Security and Procurement
C -24, "G" Block
Bandra - Kurla Complex
Bandra (East)
Mumbai 400051

<table>
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<tr>
<th>Sl. No.</th>
<th>Particulars</th>
<th>Details to be filled in by the Agency</th>
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<tbody>
<tr>
<td><strong>General Information</strong></td>
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<td>1</td>
<td>Name of the Agency</td>
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<td>Regd. Office/Business address of the Agency</td>
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<td>Name, Address and phone Number of the office at Mumbai</td>
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<td>Name and Contact Number of the Person signing the tender.</td>
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<td>Whether registered with Registrar of Firms/ Companies. Date of Registration (Attach copy of registration)</td>
<td>(Attach the copy of Registration Document)</td>
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<td>Type of Registration</td>
<td>Sole proprietary Concern / Partnership Firm / Company</td>
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<td>Date of Incorporation/Constitution</td>
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<td>GST Tax Registration No.</td>
<td>(Please attach a scanned copy).</td>
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<td>9</td>
<td>PAN/TAN Nos. of the Agency</td>
<td>(Please attach a scanned copy).</td>
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<tr>
<td>10</td>
<td>Details of the Technical Personnel employed in the Agency</td>
<td>(Please fill the format Annexure-IV supporting with Bio-Data and qualification &amp; experience certificates of individuals)</td>
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<td>Bank Details</td>
<td>Please attach a copy of the Banks Cheque</td>
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<td>1) Name of Bank</td>
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<td>6) Scanned copy of Cheque</td>
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**MANDATORY REQUIREMENTS**

<table>
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<tr>
<th>12</th>
<th>Annual Turnover of the Bidder [Please attach a copy of CA certified Audited Balance Sheet and P &amp; L Statement].</th>
<th>2018-19</th>
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<td>2019-20</td>
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<td>2020-21</td>
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| 13 | Annual Turnover | Chartered Accountant’s Certificate to be submitted as per Annexure-III below. |

| 14 | ** Name of the Organisations / Corporations / Departments /Establishments where Bidder has undertaken the work individually costing ₹10 lakh and above during the last 4 years ending 31.03.2022. | Work completed / experience certificates clearly indicating annual payments received along with copies of work order issued by the organisations to prove the prequalification criteria to be uploaded. (Please fill the format Annexure-V). |

* Bank reserves right to decide the cut off duration of experience.

** Bank reserves right to call for proof for original documents for verifications.

**DECLARATION**

1. The above information is true to the best of my knowledge and if any information is found untrue or false I may be debarred from the tender process/being given the
contract.
2. I/We agree to abide by the terms and conditions stipulated by NABARD.

SIGNATURE OF BIDDER
Name and Seal of firm

Date:

Enclosure
Dated: -

To,

The Chief General Manager  
National Bank for Agriculture and Rural Development  
Department of Premises Security and Procurement  
C -24, "G" Block  
Bandra - Kurla Complex  
Bandra (East)  
Mumbai 400051

**Subject: - Undertaking 1**

Dear Sir,

We, ___________________________ (Name of the Organisation), hereby confirm and acknowledge that we have not been blacklisted/banned/barred for participation in tender by Government of India or by any Government undertaking in India for supply of Silver Coins / Silver Plates.

Thanking you.

Yours faithfully,

Name and Signature of Authorised Person.
Dated: -

To,

**The Chief General Manager**  
**National Bank for Agriculture**  
**and Rural Development**  
Department of Premises Security and Procurement  
C -24, "G" Block  
Bandra - Kurla Complex  
Bandra (East)  
Mumbai 400051

**Subject: - Undertaking 2**

Dear Sir,

We, ______________________________ (Name of the Organisation), hereby confirm and acknowledge that we have all the statutory required permission(s)/License(s)/Registration(s) from Appropriate Authority / Government as per latest Government of India polices, if any, for the performances of Manufacturing/supplying of Commercial Kitchen Equipment/Appliances.

Thanking you.

Yours faithfully,

Name and Signature of Authorised Person.
ANNEXURE-III

CHARTERED ACCOUNTANT’S CERTIFICATE

(On letterhead of the Chartered Accountant’s Firm)

The following details of M/s __________________ given in the table below are certified correct based on the verification of original documents and supporting information:

Profit and Loss Account:

<table>
<thead>
<tr>
<th>Year</th>
<th>Turnover (₹)</th>
<th>Page Number in the Attached P&amp;L A/c</th>
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<tbody>
<tr>
<td>2018-19</td>
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Name and Signature of the Partner seal:

Membership number:

Name of the Firm   :
FRN of the firm    :
**ANNEXURE-IV**

**List of Technical Personnel**

Giving details about their Technical qualifications, experience etc.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name</th>
<th>Age</th>
<th>Qualifications</th>
<th>Experience in years</th>
<th>Nature of work handled</th>
<th>Name of the Projects handled with number of persons</th>
<th>Date from which employed in your organisation</th>
<th>Any other remarks</th>
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Note: (i) The bidders have to enclose self attested copies of all relevant documents as proof the claim.

(ii) The bidder may attach additional sheets if the space is not sufficient to fill the details in the above table.
ANNEXURE-V

Previous Experience - List of similar projects executed during last 4 years in PSU/Govt.Sector/Corporates / Hotels / Hostels, etc. with individual completion cost of ₹10 lakh and above.

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Name of the work &amp; location</th>
<th>Nature of work involved in the contract</th>
<th>Name &amp; address of the owner</th>
<th>Number of the owner</th>
<th>Executed area of works</th>
<th>Completed period (stipulated)</th>
<th>Completio n period (actual)</th>
<th>Contract amount in Rs.</th>
<th>Any other relevant information including reason, if any, such as termination of contract before expiry.</th>
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(ii) The bidder may attach additional sheets if the space is not sufficient to fill the details in the above table.