

DIRECTORATE OF SPORTS, PUNJAB

INVITING E-TENDER

Tender No: Sports-ADS-Sk-2023-2

INSTRUCTIONS TO TENDERERS

1. Earnest Money & Tender Form Fee are payable only through online mode.
2. Tenderer have to pay processing fees for each bid as mentioned on the website eproc.punjab.gov.in. Tender processing fee and other requisite fees shall be strictly paid through online mode (IPG/ Net Banking). Other mode of payment will not be accepted.
3. Interested Bidders/ Tenderer can purchase/ access the tender documents online from website eproc.punjab.gov.in, while submitting online tenders.
4. Corrigendum / Addendum / Corrections, if any will be published only on the website.
5. If the date of opening of tender happens to be a holiday then the tender will be opened on the next working day.

The detail of the tender is as under:-

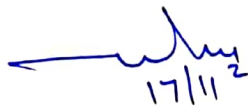
Sr. No	Name of the Work	i) Estimated Cost of the Tender ii) Earnest Money (in Rs) iii) Processing Fee (in Rs) iv) Form Fee (in Rs.)	Important Dates/Time (Tentative) i) Availability of Bid Documents. ii) Last date Submission of Bid iii) Technical Bid Opening iv) Display of Samples v) Financial Bid Opening
1	Purchase of 10000 T-Shirts for Khedan Watan Punjab Dian 2023	i) Rs. 30.00 Lakh ii) Earnest Money 2% of the tender cost. iii) Processing Fee as mentioned on website. iv) Form Fee Rs. 100/-	i) 18.11.2023 at 11.00 AM ii) 01.12.2023 at 10.00 AM iii) 01.12.2023 at 11.30 AM iv) To be intimated later on v) To be intimated later on

Place of Opening of Bids = O/O the Director Sports Punjab, Olympian Balbir Singh (Sr.)  
International Hockey Stadium, Sector 63, SAS Nagar.

For participating in the above e-tendering process, the Contractors shall have to get themselves registered with [www.eproc.punjab.gov.in](http://www.eproc.punjab.gov.in) and get user ID, Password. Class-2 or 3 Digital signature is mandatory to participate in the e-tendering process. For any clarification regarding the tender document please contact on 0172-2606400. Regarding any difficulty about e-tendering process flow please contact helpdesk on 0172-2970263,2970284.

-Sd/-

Director Sports Punjab

  
17/11/23

Deputy Director Sports Punjab

## Technical Bid

1. 2% Earnest Money will be considered as qualification factor for bidder. Without earnest money, the tender will not be considered.
2. To qualify for the award of the tender, each bidder in its name should have achieved minimum annual financial turnover of 3 times of the tender cost per year for any 2 years in the preceding 3 years in manufacturing/supplied sports goods/ sports apparels. The Bidders will submit Income Tax Returns and Balance Sheets for last 3 years to show continued presence in the business.
3. Technical Bid shall contain profile of the firm with experience, turnover, capacity of the firm to supply the material, PAN Number and GST Number.
4. Tenderer should not be blacklisted by any organization.
5. Authorization Certificate from original manufacturer in favour of Director Sports Punjab for this tender is must.
6. The guarantee period will be 6 months with promise of replacement in case of defective goods. The guarantee will be submitted in writing.
7. The firm should either be an original apparel/Sports apparel manufacturer with production capacity of minimum 10,000 t-shirts/sports apparel per year or should have previous experience of having supplied a minimum quantity of 10000 T-shirts/Sports apparel in single order or multiple in any one of the last five years to any State Government/Central Government Institution/Department or any Association/Federation.

### OTHER TERMS AND CONDITIONS OF CONTRACT :

1. All the columns of the tender shall be duly, properly and exhaustively filled in. The rates and units shall not be overwritten. Rates shall always be both in figures and words. "No Quotations" should be written for any one of the items in the schedule for which a firm does not wish to bid.
2. All cuttings must be signed by the applicant.
3. It will be the responsibility of the representatives of the firm concerned to present the sample for selection on fixed date & time at the office of Director Sports Punjab, Olympian Balbir Singh (Sr.), International Hockey Stadium, Sector 63, SAS Nagar.
4. The technical bid of the bidders will be opened first. The vendor who qualifies the Technical bid should display the sample at the office of Director Sports Punjab, Olympian Balbir Singh (Sr.), International Hockey Stadium, Sector 63, SAS Nagar.
5. The financial bid will be opened only of those bidders whose Technical bid shall be accepted and after satisfactory inspection of sample by Technical Committee.
6. If even after approval, information/facts submitted by the tenderer are found to be misleading or incorrect etc., Department reserves the right to reject the tender for the current / future use.
7. During opening of tender, the tenderer or his representative can attend the meeting.
8. In case of doubt in material supplied by the firm/tenderer, the expenditure on testing of material will be borne by the tenderer.

  
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9. Rates should be quoted FOR destination for any location in the state of Punjab including Village Panchayats, Block Panchayats, Sports Clubs.
10. The price quoted should be on inclusive all taxes + delivery charges.
11. All payment will be made electronically through, PFMS/NEFT/RTGS and therefore the firm is requested to submitted the bank detail while raising the bills (Name of the firm, Name of the bank, Account number, Name of branch and code & IFSC code) or enclose the blank cheque/Cancelled cheque. Payment will be paid after successful supply of T-Shirts and satisfactorily inspection reports from Inspection Committee. Payment will not be paid in different parts.
12. The successful tenderers whose offers are accepted shall be required to supply the t-shirts generally within 7 days from the date of issue of supply order.
13. **Penalty Clause:-** Director Sports Punjab shall impose penalties on the defaulting suppliers as per detail given below:-

Sr.No.	Sane	Penalty
1	Late supply	If the supply is delay by more than 7 days then the order can be cancelled and the samples, earnest money, Performance Bank Guarantee of the firm can be forfeited.
2	Supply of Substandard or defective t-shirts.	<p>i.) Any defective t-shirt will have to be replaced under the guarantee clauses.</p> <p>ii.) Any defective t-shirt found substandard or not supplied as per sample will be confiscated and no payment shall be made for the same. In addition the performance bank guarantee will also be confiscated and no further order will be placed to the supplier. Such firm will also be blacklisted to participate in the future tenders floated by the Department for a period of 3 years.</p> <p>iii.) The L-1 must furnish/provide/deliver the hard copy of bank guarantee within 3 days after placement of order.</p>

Inspection of t-shirts will be carried out at the premises of the firm and at the point of delivery concerned or at any other place as decided by the Department.

14. The firm whose tenders are accepted by the Departmental Purchase Committee will be required to submit Performance Bank Guarantee equal to 5% of the total amount of the order till expiry of the defect liability period. The Earnest Money will be adjusted against this amount.
15. In case any firm fails to abide by any terms & conditions of the tender or contract its performance bank guarantee will be liable to be forfeited and shall bear the loss as per conditions.

  
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16. The quotations (Financial Bid) being submitted on behalf of a firm must be signed on its behalf by a person holding a power of attorney authorizing him to do so or in the case of a company the quotations should be executed in the manner laid down in the said company (articles of association). The signatures on the quotation should deem to be of the authorized signatory. (Attach Power of Attorney/Authorization Certificate).
17. EMD of the unsuccessful bidder will be refunded after finalization of the tender and EMD of successful bidder after the expiry of contract period.
18. The Bid security of the Successful Bidder will be adjusted against the Performance Bank Guarantee when the bidder has signed the agreement and furnish the required Performance Security.
19. Department will not be responsible for any loss, damage, wear and tear or injury at the time of inspection and selection of the samples, moreover cost of arrangement of samples would be borne by the supplier.
20. The approved samples shall be sealed and signed immediately after their acceptance by the Departmental Purchase Committee.
21. The successful tenderer will be required to submit the bill in triplicate on receipt of order.
22. The t-shirts to be supplied must be as per specifications fixed by the department though the department will approve any t-shirt which is as per specifications.
23. In case of any dispute, decision of Administrative Secretary, Department of Sports and Youth Affairs will be final. In case of any dispute regarding terms & conditions, interpretation made by Administrative Secretary, Department of Sports and Youth Affairs (Appellant Authority) shall be final.
24. Bids shall remain valid for a period not less than 90 days after deadline date for bid submission. A bid for a shorter period shall be rejected by the Departmental purchase committee.
25. Each t-shirt supplied shall bear the symbol of Government of Punjab, logo of Khedan Watan Punjab Dian and name of the State either itched, embroidered, printed or engraved as annexed at annexure "A".
26. Quantity mentioned in the list is purely tentative, it can be increased or decreased by 25%.
27. The estimated cost of the tender is only indicative. The cost of the tender may be increased or decreased as per requirement.
28. This tender being issued in accordance with Punjab Transparency in Public Procurement Act-2022.
29. The cost price for one T-Shirt of various sizes i.e. S, M, L, XL, XXL of given specification is Rs. 300. Price quoted more than/less than Rs. 300/- can also be considered.
30. Acceptance of Tender:- It will not be binding on the Department to accept the lowest bid. The Department can accept/reject any bid without assigning any reason whatsoever.
31. After accepting the Terms and conditions issued by the department, the supplier will upload his documents by stamping and signing on each page.

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**Specifications of T-Shirt**

T-Shirt should be made from high quality polyster with lycra. Sweat absorbent with full sublimation, super soft, Rib collar and durable. 180-200 GSM, good stitching and bear the symbol of Government of Punjab, logo of KhedanWatan Punjab Dian and name of the State either itched, embroidered, printed or engraved.

Colour : Royal Blue

Design : As described in below sample.

**Front Side**

**Backside**



*[Handwritten signature]*  
17/11/2

**Deputy Director Sports Punjab**