



AAVANTIKA GAS LIMITED
(A JOINT VENTURE COMPANY OF GAIL & HPCL)

CITY GAS DISTRIBUTION PROJECT IN INDORE,
UJJAIN, PITHAMPUR & GWALIOR

REQUEST FOR QUOTATION
FOR

Supply and Installation of Furniture at AGL Office Mother Station
Pithampur.

RFQ No.: AGL/MKTG/Pithampur/Furniture /2023-24

OPEN DOMESTIC COMPETITIVE BIDDING

ISSUE DATE: 19.07.2023

Schedule of RFQ submission at AGL Head Office and other details:

Important Dates

Pre-Bid Clarification Duration	20/07/2023 to 26/07/2023
Last Date & Time of Submission of RFQ	31/07/2023 up to 15.00 Hrs
Date & Time of Opening of Quotation	31/07/2023 up to 15.30 Hrs

RFQ (Pages 1 to 5) along with Annexure-1 (SOR):

Prepared By :

Reviewed By :

Verified By :

1. INTRODUCTION:

Aavantika Gas Limited (AGL) is a Joint venture of GAIL (INDIA) Ltd. & HPCL for implementation of City Gas Distribution (CGD) projects in Indore, Ujjain, Pithampur & Gwalior cities of Madhya Pradesh. Natural Gas is distributed in the form of PNG (Piped Natural Gas) and CNG (Compressed Natural Gas) for domestic, commercial, industrial and automotive sectors.

2. SCOPE OF WORK:

Procurement of Chair and Table :

Revolving Chair: 09 Nos

Procurement of office chair

- A. Vendor need to supply and install office chair at Mother station Pithampur.
- B. Transportation and carried handling charges shall be in the vendor scope.

Technical Specification

- A. Product: Revolving chair with lumber support
- B. Specification: Moulded black frame, lumber support, polypropylene arm, Seat PU mould, Power brand hydraulic 4” Nylon castor, Nylon base 25”
- C. Make : Neeti Industries/ Alankaram/Methrodex/ Zuari/Godrej/Niti Industries / Tempus Furniture.

Chair With Headrest: 01 Nos

Procurement of office chair

- A. Vendor need to supply and install office chair at Mother station Pithampur.
- B. Transportation and carried handling charges shall be in the vendor scope.

Technical Specification

- A. Product: Chair with headrest
- B. Specification – Nylon Castor, Gas Pump, Wynchro MACHENISM, Moulded Back, PU Mould in Seat, ADJ Arm, (OIC - Chair)
- C. Make : Neeti Industries/ Alankaram/Methrodex/ Zuari/Godrej/Niti Industries / Tempus Furniture.

Office Table : 05 Nos

Procurement of Office Table With Cabinet

- A. Vendor need to supply and install the Office table and cabinet to the AGL Pithampur office.
- B. Transportation and carried handling charges shall be in the vendor scope.

Technical Specification

- A. Size: 5’x3’ feet
- B. Type: With three drawer cabinet
- C. Specification : 18mm PLB with 2 mm beeding, smooth finish
- D. Facility: Port provision for Internet and power connection
- E. Make : Neeti Industries/ Alankaram/Methrodex/Zuari/Godrage / godrej//Niti Industries / Tempus Furniture.

3. EVALUATION AND COMPARISON OF BIDS:

- Evaluation shall be done on overall lowest basis at least cost to the Purchaser.
- If the quoted amount of two or more L-1 ranked bidders are same, then bidder whose turnover as per last filed ITR is more will be considered for award.
- Bidders quoting for part Scope of Work shall not be considered and are liable for rejection.

4. SUBMISSION OF QUOTATION:

PLEASE SUBMIT YOUR MOST COMPETITIVE QUOTATION IN SEALED ENVELOPE COMPLETE WITH ABOVE DETAILS IN SCHEDULES OF RATES(SOR) ATTACHED AS ANNEXURE-1 LATEST BY **31.07.2023 UPTO 15:00 HRS**

Quotation shall be submitted as under:

ENVELOPE - 1: UN-PRICED and Priced QUOTATION: (Super - scribing Un Priced-Quotation).

- a. Covering Letter with Bidder's Offer Number (Reference Number).
- b. Sealed and Signed copy of RFQ.
- c. Copy of bidder's GST registration certificate & PAN Card.
- d. PRICED QUOTATION
 - i. **Original copy of SOR (Annexure-1) with QUOTED prices.**
 - ii. **Bidder should not modify the format.**

All the above are to be enclosed in a Sealed Master Envelope super scripted as – "QUOTATION – NOT TO BE OPENED" Name of the Work and Due Date and shall be submitted to –

Contracts and Procurement Department
Aavantika Gas Limited
202 – B, 2nd Floor, NRK Business Park,
Vijay Nagar Square, A.B. Road,
Indore (M.P), Pin – 452010
Contact No. 0731-4222520

6. COMPLETION PERIOD:

Completion Period for Supply, Installation, Testing and Commissioning of Material shall be 15 days from the date of issue of work order.

7. WARRANTY PERIOD:-

Items supplied by Vendor will be under manufacturer standard warranty period. The vendor shall replace/repair the Material and its associated accessories supplied by them during warranty period. The Vendor warrants that the items supplied are meeting the specified requirement and will replace/rectify/repair any defective supplied item as per the instructions from Owner (AGL). As per standard technical specification, STANDARD on-site warranty will be provided by Vendor to AGL.

7. PAYMENT TERMS:

Payment shall be made strictly as per below schedule: -

1. 100% (GST Compliant Invoice) Invoice value with taxes and duties will be paid within 15 days, after successful Delivery, Installation and Commissioning of SOR Item and on submission of invoice, (in duplicate) complete in all respect.

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2. Payment will be made Only after Successful Delivery, Installation and Commissioning of Material at AGL Office at Mother Station Pithampur matching with the above-mentioned Technical Specification.
3. Payment of Invoices will be certified by EIC (Engineer-in-charge).
4. Payment will be made by way of normal banking channels.

8. APPLICABILITY OF LAW & JURISDICTION:

The RFQ shall be governed and interpreted in accordance with the applicable laws of India and Courts at Indore (Madhya Pradesh) shall be exclusive Jurisdiction.

9. PRICE REDUCTION SCHEDULE (PRS):

In case, the vendor fails to complete the work/services within stipulated period then unless such failure is due to force majeure, there will be reduction in contract price @ ½% for each week of delay or part thereof subject to maximum of 5% of Work Order Value (Excluding Taxes and Duties).

In case of delay, the invoices shall be submitted after deducting the price, as above, due to delay. However, PRS shall not be applicable, in case the delay is for the reasons beyond Contractor's control, to be established by OIC (Officer-in-charge).

10. SCHEDULE OF RATE : (Please refer Annexure-1)

11. OTHER TERMS & CONDITIONS:

- a) The offer should remain valid for 2 months from the bid due date / extended due date of tender.
- b) The prices once quoted shall not be changed whether resulting or arising out of any subsequent technical / commercial clarifications sought regarding the bid and even if any deviation or exclusion may be specifically stated in the bid.
- c) Bidder is advised to quote strictly as per scope & terms and conditions of bid document and not to stipulate any deviation / exceptions.
- d) Purchaser reserves the right to accept or reject any or all bids received at its absolute discretion without assigning any reason, whatsoever.
- e) Bids complete in all respects should reach on or before the BID DUE DATE AND TIME. Fax / Telegraphic/ E-Mail bids shall be rejected.
- f) The bid shall be liable for rejection in case of change of the proposed manufacturer after submission of bid.
- g) In absence of requisite documents requested by AGL in this Tender, AGL reserves the right to reject the bid without making any reference, what so ever, to the bidder.
- h) The bidder is advised to visit and examine the site of works and its surroundings and obtain for himself on his own responsibility, all information that may be necessary for preparing of the bid and entering into contract. The cost of visiting the site shall be at bidder's own expenses.
- i) At any time prior to the bid due date, Purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the Bid documents, by issuing corrigendum.
- j) Any corrigendum thus issued shall be part of the Bid documents and shall be notified in writing by email to all prospective bidders, who have received the Bid documents. Prospective bidders shall promptly acknowledge receipt of each corrigendum by email to the Purchaser.
- k) The Purchaser may, at its discretion, extend the bid due date in order to allow prospective bidders, a reasonable time to furnish their most competitive bid taking into account the amendments issued.
- l) The bid shall remain valid for 2 months from the bid due date. Purchaser may reject a bid which is valid for a shorter period being non-responsive.

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- m) Any bid received by the Purchaser after the deadline for submission of bid will be declared "Late" and rejected and may be returned unopened to the bidder at the sole discretion of the Purchaser.
- n) The Purchaser will open all bids in the presence of Bidders' representatives who choose to attend, at the time, on the date and place (as specified in IFB). The Bidders' representatives, who are present, shall sign a register evidencing their attendance, if so required by the Purchaser.
- o) During evaluation of the bids, the Purchaser may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.
- p) The Bidder whose bid is found substantially responsive shall be invited to attend the opening of price bid. Such bidders may be required to attend the price bid opening at a short notice. The place, date and time of price bid opening will be informed to all such Bidders. The Bidders' representatives who are present shall sign a register evidencing their attendance.
- q) ARITHMETIC CORRECTIONS
- I. The bids will be checked for any arithmetical errors as follows if any, will be rectified on the following basis:
 - II. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected;
 - III. If there is a discrepancy between words and figures, the amount in words will prevail;
 - IV. If the bidder does not accept the correction of errors, its bid will be rejected and the bid security will be forfeited.
- r) Quotation received after the due date and time, are liable to be rejected. Quotations through Email / Telex / Fax / Photocopied are not acceptable.
- s) Bidders must abide to follow all statutory norms and regulations & labor laws and comply with all as applicable.
- t) Guaranty / Warranty certificate for all supplied items to be provided by the bidder.
- u) After verification of the received final product, if any item found faulty or defective than the same will have to be replaced by the bidder without any additional cost implications.
- v) Please send your queries regarding RFQ on cp@aglonline.net

Please submit your most competitive **Quotation in Sealed Envelope** complete with above details in Schedule of Rates (SOR) attached as Annexure-1 latest by **31.07.2023 upto 15:00 Hrs.**