

Additional Skill Acquisition Programme (ASAP)

**(An Initiative of Departments of Higher Education and General Education) Government of
Kerala**

3rd Floor, Trans Towers, Vazhuthacaud, Thiruvananthapuram, Kerala

**REQUEST FOR PROPOSAL FOR SELECTION OF AN AGENCY TO SUPPLY AND
INSTALL TOTAL STATION IN SELECTED GOVERNMENT POLYTECHNICS
ACROSS KERALA**

TENDER DOCUMENT

Tender Reference No: ASAP/ASDC-PM2/1710/2018

S/n	Event/ Details	Date / Details
1	Date of Issue of Tender	05.10.2019
2	Bid submission end date	16.10.2019, 06.55 PM
3	Technical Bid Opening date	18.10.2019, 12.30 PM
4	Tender Processing Fee	Rs. 11,564/- including 18% GST
5	EMD	Rs. 65,000/-

Additional Skill Acquisition Programme (ASAP)
(An Initiative of Departments of Higher Education and General Education Government of Kerala
3rd Floor, Trans Towers, Vazhuthacaud, Thiruvananthapuram, Kerala

Section 1 – Invitation for Bids

Dear Sir/Madam

Ref No: ASAP/ASDC-PM2/1710/2018

**Subject: REQUEST FOR PROPOSAL FOR SELECTION OF AN AGENCY TO SUPPLY
AND INSTALL TOTAL STATION IN SELECTED GOVERNMENT
POLYTECHNICS ACROSS KERALA**

1. The Additional Skill Acquisition Programme (ASAP), Department of Higher Education, Government of Kerala, (hereinafter called ASAP) invites proposals from reputed dealers, suppliers, manufacturers having 3 years operational experience in manufacturing, supply or dealing of Equipment to setup fab and robotics labs in government institutions.
 - 1.1 More details on the Services to be provided are specified in the Scope of work, terms and conditions (Section 3).
 - 1.2 Details/documents provided for the submission of Proposal
 - (a) Invitation For Bids – Section 1
 - (b) Instructions to Bidders – Section 2
 - (c) Scope of work, terms and conditions – Section 3
 - (d) Selection Process – Section 4
 - (e) Bidding formats (Technical and Financial) - Section5
 - (f) Annexure 1 – Self-Declaration - Non Blacklisting
 - (g) Annexure 2 – List of polytechnics requiring equipment's
 - (h) Annexure 3 – Technical specification of equipment's

- (i) Annexure 4 – Installation certificate
- (j) Annexure 5 – After sale service details
- (k) Annexure 6 – Service Centre details
- (l) Annexure 7 – Manufacture Authorization form
- (m) Annexure 8 – Technical Compliance statement
- (n) Annexure 9 – Compliance checklist for bidder

- 1.3 The tender documents can be downloaded from the website www.etenders.kerala.gov.in.
- 1.4 Proposals must be direct, concise, and complete. ASAP will evaluate bidder's proposal based on its clarity and the directness of its response to the requirements of the project as outlined in this tender document.
- 1.5 Bidders shall furnish the required information on their technical and financial proposals in the enclosed formats only. Any deviations in format, the tender will be liable for rejection.
- 1.6 **Submission of Bids:** Both technical and financial bids shall be submitted only through <https://etenders.kerala.gov.in> and in accordance to the instructions given in this tender document. Technical bid should be submitted in the format given. The financial bid offering the rates should be exclusive of all taxes has to be submitted in BOQ specific to the tender. The financial bids submitted in any other format will be treated as non-responsive and not be considered for evaluation.
- 1.7 Both bids should be submitted online on or before **16.10.2019, 06.55 PM**
- 1.8 Interested suppliers are requested to clarify their doubts regarding tender and seek information on the assignment. ASAP will discuss and review the queries and provide reply through the ASAP website.
- 1.9 **Opening of Proposal:** Technical proposals will be opened online, by Chief Executive Officer, Additional Skill Acquisition Programme or his authorized representative or by a committee constituted for this purpose, on **18.10.2019, 12.30 PM** . Financial bid will not be opened until technical evaluation has been completed , results approved and notified to all qualified Suppliers eligible for bid opening.

1.10 ASAP will follow the **Least Cost Selection (LCS)** process. One supplier will be selected based on technical and financial evaluation and an agreement will be signed between the selected suppliers and ASAP for supply and installation of Equipment for selected Polytechnic colleges.

1.11 Key Events/Details

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4	Tender Processing Fee	Rs. 11,564/- (Rupees Eleven Thousand Five Hundred Sixty Four Only) including 18% GST
5	EMD	Rs. 65,000/- (Rupees Sixty Five Thousand Only)

Yours faithfully,
Chief Executive Officer
Additional Skill Acquisition Programme
Government of Kerala