



# **INDIAN MARITIME UNIVERSITY**

**(A Central University, Govt. of India)**

**EAST COAST ROAD, UTHANDI**

**CHENNAI CAMPUS - 600 119**

**TENDER FOR PACKAGE - A**

**“SUPPLY OF UNIFORMS TO THE CADETS OF IMU CHENNAI CAMPUS”**

**TENDER No: IMU-CC/PUR/06/UNI-ACC/2020/PA**

**VOLUME - I**

**TECHNICAL BID**

**Last Date of Submission : 1100 HRS on 13.10.2021**

**Date and Time of Opening : At 1130 HRS on 13.10.2021**

**NOTICE INVITING TENDER**

**Tender No: IMU-CC/PUR/06/UNI-ACC/2020/PA**

Indian Maritime University-Chennai Campus, invites, sealed tenders, from the qualified suppliers for Rate contract for one year for the Package - A supply of Uniforms under **Two-cover system**.

<b>Name of the Work</b>	:	<b>Package - A Supply of Uniforms to the Cadets of IMU Chennai Campus.</b>
<b>Estimated Cost</b>	:	<b>Rs. 30,00,000</b>
<b>EMD</b>	:	<b>Nil</b>
<b>Last date for submission</b>	:	<b>13/10/2021 till 1100 HRS</b>
<b>Cost of Tender Document</b>	:	<b>Nil</b>
<b>Place of Submission</b>	:	<b>Tender Box kept in the office of the Deputy Registrar (Admin), IMU-Chennai Campus</b>
<b>Opening of technical bid</b>	:	<b>13/10/2021 at 1130 HRS</b>

*For details visit our website: [www.imu.edu.in](http://www.imu.edu.in)*

Tender documents can be downloaded from the website of IMU - [www.imu.edu.in](http://www.imu.edu.in).

**INDIAN MARITIME UNIVERSITY**  
**(A Central University, Govt. of India)**  
**CHENNAI CAMPUS**

**TENDER ABSTRACT**

1. **NAME OF WORK** : **Package - A Supply of Uniform to the Cadets of IMU-CC**
  
2. **PERIOD OF SALE** : **NA**
  
3. **LAST DATE & TIME OF SUBMISSION** : **13/10/2021 till 1100 HRS**
  
4. **DATE & TIME OF OPENING TECHNICAL BID** : **13/10/2021 at 1130 HRS**
  
5. **COST OF TENDER DOCUMENT FORM** : **Nil**

Tender should be submitted in two covers, Cover - I (Technical Bid) and Cover - II (Financial Bid). Envelopes of Technical Bid and Financial Bid should be individually sealed and then placed in a common outer cover which shall also be sealed and super scribed with the tender reference No. and due date of submission.

## **SECTION-I GENERAL RULES AND DIRECTIONS FOR THE GUIDANCE OF THE TENDERERS**

### **1. INTRODUCTION**

The Indian Maritime University - Chennai Campus, Chennai - 600 119 (hereinafter referred to as the IMU-CC), the 'IMU' a body established by an Act of Parliament (Indian Maritime University Act - 22 of 2008) invites tender for **“Package - A Supply of Uniforms to the Cadets of IMU Chennai Campus”**.

### **1.1 TENDER DOCUMENT**

The Tender document can be downloaded from the IMU website [www.imu.edu.in](http://www.imu.edu.in).

### **1.2 SUBMISSION**

The Tender shall be submitted in the prescribed format, so as to reach the Office of **THE DIRECTOR, INDIAN MARITIME UNIVERSITY, CHENNAI CAMPUS, EAST COAST ROAD, UTHANDI, CHENNAI-600 119 up to 1100 HRS on or before 13/10/2021.**

### **1.3 OPENING DATE**

The Tender will be opened in the presence of authorized members of the bidding firms who choose to attend at **1130 HRS on 13/10/2021** in IMU Chennai Campus Office East Coast Road, Uthandi, Chennai 600119. The members participation shall also be arranged through video conferencing mode, authorized representative who are willing to attend through video conferencing mode should give their willingness through [dradmin.chennai@imu.ac.in](mailto:dradmin.chennai@imu.ac.in) along with authorization letter.

### **1.4 SCOPE OF TENDER**

- a) The required uniform sets are of different measurement. Successful tenderer should make arrangements to take measurement of different sizes of uniforms of male and female students within working hours (9.30 am to 5.30 pm) at their own cost with prior permission and to deliver the stitched uniforms within the time frame stipulated in the tender
- b) Measurements for stitching of uniforms should be completed within 10 working days from the date of issue of work order or the date informed by IMU.
- c) The tenderer shall supply the stitched uniform sets of different sizes strictly as per the cloth and stitching specifications.

- d) The uniforms are to be supplied at Indian Maritime University, Chennai Campus, Uthandi, Chennai - 600119.
- e) The tenderer shall arrange themselves all tools & tackles, machines, labour, transportation and the consumables required for stitching the uniforms.
- f) All the stitched uniforms shall have the tag of student's number and be neatly packed in transparent bag. The contents of the tag should be visible outside so that without opening the bag, the contents can be verified.  
(read /seen).
- g) Stitching requirements:
  - a) The thread, button, canvas & lining used for stitching uniforms should be of very good quality.
  - b) The quality of stitching should be neat and have fine finishing and the stitching should last longer at least for a minimum period of one year.
  - c) Good quality of zip for the trousers shall be used and such zips should last longer at least for a period of one year. If it fails within a period of one year, it shall be replaced and stitched free of cost by the contractor. The Contractor shall also provide good quality of gripper.
  - d) Wrong measurement or exchange of measurements of students resulting in the uniforms becoming unfit to wear, shall attract replacement of new stitched uniform from the contractor 's own cost.
  - e) 2 extra buttons for the shirt, to the button strip of the shirt from inside shall be attached.

## **1.5 ELIGIBILITY CRITERIA**

1. The tenderer shall have minimum three years of experience in supplying of office stitched uniforms / Navy or Army cadets Uniforms in bulk to the Departments/Ministries of the Government of India/ PSUs /Corporate Sectors / Educational Institutions / any other reputed organizations.  
(Mode of Proof: Copy of Purchase Order / Contract showing that the Bidder had in the similar business for the last three years)
2. The tenderer during past 3 years should have executed for each Package:
  - a) Three similar jobs each costing not less than the amount equal to 40% of the estimated cost.

Or

- b) Two similar jobs each costing not less than the amount equal to 50% of the estimated cost.

Or

- c) One similar job costing not less than the amount equal to 80% of the estimated cost.

(Mode of Proof: Self Attested copy of Purchase order / Contract showing that the bidder had been executed similar jobs for the last 3 years)

“Similar Job” means Supply of stitched uniforms to State/Central Government, State/Central Government undertakings or Educational Institutions etc” as referred above in this clause.

3. The tenderer shall not have been blacklisted during the last 3 years by the departments/ministries of the Government of India/PSUs/Corporate Sectors/Educational Institutions/any other reputed organizations.

(Declaration has to be submitted by the bidder)

4. Tenderers are required to submit the samples of each items provided in price bid along with Technical bid.

**Documentary proof for meeting eligibility criteria shall be enclosed with the tender and shall include certificates on timely completion. The signed tender document along with all the attachments should be page numbered serially and bounded. Kindly note that if any of the eligibility criteria is not fulfilled by the tenderer, the same may lead to rejection of bids on technical grounds and price bid for that firm shall not be considered.**

**1.6 EARNEST MONEY DEPOSIT / BID SECURITY:**

"Certificate in-lieu of EMD - Due to COVID-19 pandemic situation. Bidders in lieu of Bid security shall submit a certificate in their letter head: format attached with this tender document.

**1.7 THE SECURITY DEPOSIT:**

Successful bidder shall have to deposit 3% of the contract amount (i.e. the awarded cost of work) towards security deposit by way of Demand Draft in favor of “INDIAN MARITIME UNIVERSITY, CHENNAI CAMPUS” Payable at Chennai, on the day of receipt of work order. The security deposit will be retained by IMU - Chennai

Campus until the completion of contract. This Security deposit will not bear any interest. The statutory requirements of contract execution and submission of security deposit has to be strictly complied with. The work shall be commenced only after the compliance of payment of security deposit and execution of contract.

#### **1.8 DELIVERY PERIOD**

The delivery period for supply of uniforms and accessories shall be within 30 calendar days from the date of measurement taken or within 45 calendar days from issue of work order, whichever is earlier.

#### **1.9 PAYMENT TERMS**

(a) 90% payment will be made on successful supply of materials after certifying by the hostel wardens (regular) and Students representative school wise / year wise.

(b) 10% payment shall be kept as retention money for one year from the date of successful supply of materials. This 10% payment will be released after One year without interest.

#### **1.10 DURATION OF THE CONTRACT PERIOD**

The Contract will be awarded to the successful bidder and its validity period is 1 (one) year from the date of work order issued initially. It may be extended by the Director, IMU-CC (on year to year basis upon mutual consent with same rates, terms & conditions) based on the successful execution of contract on the whole or partial, if satisfactory. Director, IMU - CC. will have the sole discretionary power for the extension of Contract.

#### **1.11 VALIDITY**

The tender shall be valid for a period of **120 Days** from the date of opening of tender.

#### **1.12 CORRIGENDUM/ADDENDUM**

Any corrigendum/addendum if required in the tender document will be displayed only in IMU website

#### **1.13 CLARIFICATION / INFORMATION**

Any clarification / Information can be obtained from the Deputy Registrar (Admin) at IMU Chennai Campus and it will also be available in IMU website.

## SECTION II. INSTRUCTIONS TO TENDERERS

- 2.1 Tender should be submitted in sealed tamper proof cover superscripted with the name of the work. All pages of tender documents, conditions, corrigendum/addendum if any and drawings etc. shall bear the signature of the tenderer at the lower right hand corner. The tender should bear the full signature of the tenderer or if the tenderer is partnership firm, then tender should bear the full signature of all the partners or the signature of the person holding power of attorney on behalf of such tenderer and in case the tenderer is a Pvt. Ltd. or Public Ltd., Co. by any competent / authorized person duly authorized by an official not below the rank of Director or Chief Executive or the Board. Any corrigendum or addendum will also form the part of the tender document and will have to be submitted by the tenderer along with the tender.
- 2.2 The Tenderer must bid all the items in a group. The tenderer shall quote his rate for each item mentioned in the price bid both in figures and in words and also fill up the amount column without any omission. In case, the tenderer has not filled any Column in the price bid then price bid shall not be considered at any cause. The quoted price should be inclusive of all taxes and duties and delivery charges etc. No escalation what so ever will be allowed during the contract period.
- 2.3 In case any clarification is required, the tenderer may obtain it in writing, well in advance, from the Deputy Registrar (Admin) dradmin.chennai@imu.ac.in. In any case the tenderer will be responsible to bind himself to the terms & conditions corrigendum if any, and specifications of the tender once submitted by him.
- 2.4 The Tenderers are required to submit two separate Bids i.e. - Technical and Financial, as per prescribed proforma. The two Bids should be submitted in two separately sealed envelopes superscribed "Package - A Technical Bid for Supply of Uniforms to the cadets of IMU-Chennai campus" and "Financial Bid for Package - A Supply of Uniforms to the cadets of IMU-Chennai campus". Both the above said sealed envelopes should be put in a third envelope sealed and superscribed Package - A Tender for Supply of Uniforms to the cadets of IMU-Chennai campus".
- 2.5 **COVER-1- TECHNICAL BID SHALL INCLUDE**
- a) Photo copy of PAN No.
  - b) Photocopy of GST Registration certificate.
  - c) Duly filled in Tender-Documents including all relevant details and certificates.  
(Except price schedule)



- d) Turnover for last three years duly certified by a Chartered Accountant.
- e) Experience certificate of supplier covering execution to various PSUs, Govt. or other Organizations as per the eligibility criteria.
- f) Samples of each items mentioned in price bid.
- g) EMD Declaration.

## 2.6 COVER-2 - PRICE BID

The Tenderer must bid all the items in a group. The tenderer shall quote his rate for each item mentioned in the price bid both in figures and in words and also fill up the amount column without any omission. In case, the tenderer has not filled any column in the price bid then price bid shall not be considered at any cause.

- 2.7 The two envelopes along with the covering letter, shall then be sealed in an outer envelope. The envelope shall contain the following:

### 2.7.1 OUTER ENVELOPE

- (a) Covering Letter;
- (b) Earnest Money Deposit Declaration;
- (c) Technical Bid Cover -1; and
- (d) Price Bid Cover - 2.

- 2.8 The sealed outer envelope of Tender-bids shall be addressed to:

**THE DIRECTOR, INDIAN MARITIME UNIVERSITY, CHENNAI CAMPUS.  
EAST COAST ROAD, UTHANDI, CHENNAI - 600 119.**

- 2.9 All communication with regard to this tender is to be addressed to the above address only.

- 2.10 The completed tenders should be submitted before **1100 HRS on 13/10/2021** at the above address.

- 2.11 The IMU, in exceptional circumstances, and in its sole discretion reserves the right to extend the tender due date by issuing a corrigendum.

- 2.12 The tenders will be opened in the presence of the authorized representatives of the tenderers who choose to attend the tender opening (Direct or Through Video

Conferencing) at 1130 HRS on 13/10/2021 at INDIAN MARITIME UNIVERSITY, CHENNAI CAMPUS, EAST COAST ROAD, UTHANDI, CHENNAI-600 119.

- 2.13 The offer will remain valid for a period of 120 days from the last date for submission of tender.
- 2.14 IMU reserves the right to cancel or withdraw the tender any time. IMU also reserves the right to reject part /full of any or all tenders without assigning any reasons thereof.
- 2.15 The “TECHNICAL BID” (application to qualify) shall contain all relevant data and information as sought by the University to draw up a list of qualified agencies who can take part in the tender process and whose “FINANCIAL BID (TENDER)” can be opened.
- 2.16 All information called for in the enclosed forms should be furnished/filled against the respective columns in the forms. If information is furnished in separate documents, reference to the same should be given against respective columns. Such separate documents shall be chronologically placed at the end of the prescribed application. If information is ‘nil’ it should also be mentioned as ‘nil’ or ‘no such case’. If any particulars / query is not applicable in case of the Tenderer, it should be stated as ‘not applicable’. However, the Tenderers are cautioned that not giving complete information called for in the Tender forms required, not giving it in clear terms or making change in the prescribed forms or deliberately suppressing the information may result in the Tenderer being summarily disqualified.
- 2.17 The Tenderer should sign in each page of the Tender document.
- 2.18 Overwriting should be avoided. Correction, if any, shall be made by neatly crossing out, initialing, dating and rewriting.
- 2.19 The Tenderer may furnish any additional information which he/she thinks is necessary to establish his/her capabilities to successfully complete the envisaged work. However the Tenderers are also advised not to attach superfluous /

additional information beyond the requirements of the Bid. No information will be entertained after technical bid is submitted, unless it is called for by IMU.

2.20 Documents submitted in connection with the tender will be treated as confidential and will not be returned.

2.21 **FINAL DECISION MAKING AUTHORITY**

The Director IMU Chennai Campus reserves the right to accept or reject any application and to annul the qualification process / tender process and reject all applications at any time without assigning any reason or incurring any liability to the Tenderers.

2.22 **PROVISIONAL QUANTITIES**

The quantity provided against each item provided in the price bid is only probable. They are liable to change and must be considered as advance information only to assist the Bidder. The quantity variation provided in the price bid are likely to vary 25% (+) or (-) for which there will not be any revision of rate in whatsoever manner. In case the quantity varies payment will be made for actual quantity ordered on pro-rata basis.

2.23 **PROVISION FOR QUALITY**

Tenderers are required to submit the samples as per specification mentioned in the tender document of each items provided in price bid along with Technical bid. In case tenderer fails to submit the samples of the quoted items along with offer, the offer is liable for rejection without any further correspondence. Samples must be labeled with the Tenderer's name address and according to Sl. No. of the item and brand should be specifically mentioned. The samples will be examined and accepted by the authorized Uniform Purchase Committee of IMU, Chennai Campus, before price-bid opening. If the committee is not satisfied with the sample provide by the tenderers partially or wholly their price bid cannot be considered for evaluation.

The successful bidder shall supply all the item as per the sample provided along with tender submission. If the quality of the items is not in line with the specification provided in the tender document as well as not in line with the samples provided, the contract is liable to cancel and IMU Chennai Campus reserves all the rights to take legal action against the successful bidder for all the damages caused.

2.24 **SETTLEMENT OF DISPUTES:**

Should any dispute arise between the Bidder and the IMU which cannot be resolved amicably through mutual negotiations, the same shall first be resolved through

Arbitration, failing which in a Court of competent jurisdiction based in Chennai irrespective of the locus of the dispute.

2.25 Conditional tender will be rejected without assigning any reason.

2.26 The contractor shall be primarily liable to all applicable statutory payments to be made under, and for the observance of the regulations without prejudice to the University's right to be indemnified from its contractor.

2.27 **TERMINATION OF CONTRACT:**

The competent authority of IMU accepting the tender may without prejudice to the right against the contractor in any delay or inferior workmanship or otherwise or to any claims for damage in respect of any breaches of contract and without prejudice to any rights or remedies under the provision of this contract or otherwise and whether the date of completion has or has not elapsed by notice in writing, absolutely determines whether the contract can be terminated in any of the following cases :

a) If the contractor has been given by Director or his representative a 7 days' notice to rectify, or replace any defective work and in the opinion of Director or his representative that the contractor will be unable to complete the work and secure completion of the work by the date of completion.

b) If the contractor, being a company pass a resolution or the court shall make order that company shall be wound up or any instructions are received from Income Tax department or any Government Organization.

c) If the contractor commits breach of any of the terms and conditions of the contract then decision of the Director, IMU Chennai Campus is final.

d) If the contractor becomes insolvent, when the contractor has made himself liable for action under any of the cases aforesaid. The Director on behalf of IMU shall take action as under:

i) To terminate or annul the contract and upon such termination or rescission, security deposit of the contractor shall be liable to be forfeited and shall be at disposal of the IMU.

ii) To carry out the balance work through another agency and recover the balance amount arising out of difference between the later rate and former

rate from the original selected tenderer, from any amount payable to him including any bills payable, Security Deposit or any amount payable to him for any other work.

- iii) To take possession, of any tools, plants, materials and stores in or upon the work or site thereof belonging to the contractor and procured by the contractor and intended to be used for execution of work and given due credit while setting account or given requisite notice to remove all such materials failing which action shall be taken to either remove them from the site of work at the contractor's expense or sell them by auction on account of contractor at his risk and cost.
- 2.30 If the contractor violates rules and regulations of the University or damages the University property, a penalty of 0.5% of the work order amount will be recovered from their dues.
  - 2.31 IMU reserves its rights to divide the work among different agencies or not to execute any items in the schedule of work or to call any agency for negotiation without assigning any reason and without giving any reference to anybody and also to divide the work among two, three agencies.
  - 2.32 No work will be sub-let to other agency, if found the said agency will be black listed by intimating to the other organization.
  - 2.33 No mobilization advance will be given to the contractor.

### SECTION-III SPECIFICATION OF MATERIALS AND WORKS

1. The materials to be supplied by the contractor shall be of the quality, pattern and samples submitted by him for approval of the Director or his representative.
2. The materials should be supplied as per the samples submitted during evaluation
3. All materials used shall be new and no material shall be used on the work without the prior approval of the Director or his representative. The decision of the Director or his representative regarding the quality of any materials used on the work will be final and binding on the contractor. He shall remove any material rejected as unfit for use on the work at his own cost as soon as he is ordered to do so, failing which the Director or his representative shall remove such materials and shall deduct the cost incurred by such removal by the IMU from any moneys due to the contractor.
4. All the work shall be carried out as per relevant specifications and to the satisfaction of Director or his representative.
5. The specification of all materials is as follows.

Sl. No.	Specification for cloth IS-15853 or latest	Quantity
1	<p><b><u>Stitched White Terry Cotton Trousers</u></b>                      White Terry Cotton Uniform trousers with zip back pocket, double pleat &amp; 2 side pockets.</p> <p><b>(i) Approximate count on Yarn :</b>                      a. Warp-20tex X 2(30s X 2)                      b. Weft-20tex X 2(30s X 2)</p> <p><b>(ii) Thread per inch :</b>                      a. Warp - 66 (+5%,-2%)                      b. Weft - 48 (+5%,-2%)</p> <p><b>(iii) Blend composition percent (approx) :</b>                      a. Polyester - 67%±3Unit                      b. Viscose - Remainder</p> <p><b>(iv) Width cm : 147 cm or as agreed ± 1 cm</b>  <b>(v) Mass (g/m<sup>2</sup>): 270(+5%,-2.5%)</b></p>	<b>1,636</b>

<p><b>2</b></p>	<p><b><u>Stitched Black Terry Cotton Trouser</u></b>  Black Terry Cotton Uniform trousers with zip back pocket, double pleat &amp; 2 side pockets.  1. Approximate count on Yarn :  a. Warp-20tex X 2(30s X 2)  b. Weft-20tex X 2(30s X 2)  2.Thread per inch :  a. Warp - 66 (+5%,-2%)  b. Weft - 48 (+5%,-2%)  3. Blend composition percent (approx) :  a. Polyester - 67%±3Unit  b. Viscose - Remainder  4. Width cm : 147 cm or as agreed ± 1 cm  5. Mass (g/ m<sup>2</sup>): 270(+5%,-2.5%)</p>	<p><b>1,166</b></p>
<p><b>3</b></p>	<p><b><u>Stitched White Terry Cotton Shirts (Half Sleeves)</u></b>  White Terry Cotton Shirt Half Sleeves with 2 front pockets, 2 Epaulettes. Suitable openings to be provided for Epaulettes. 2 Nos. Loops 1" above centre of the upper edge of the right pocket to be provided to display name plate.  1.Approximate count on Yarn :  a. Warp-20tex X 2(30s X 2)  b. Weft-20tex X 2(30s X 2)  2.Thread per inch :  a. Warp - 66 (+5%,-2%)  b. Weft - 48 (+5%,-2%) 3.Blend composition percent (approx) :  a. Polyester - 67%±3Unit  b. Viscose - Remainder  4.Width cm : 147 cm or as agreed ± 1 cm  Mass (g/ m<sup>2</sup>): 190(+5%,-2.5%)</p>	<p><b>2,214</b></p>

4	<p><b><u>Stitched White Terry Cotton Shirts (full Sleeves)</u></b>  <i>White Terry Cotton Shirt full Sleeves with single front pocket.</i></p> <p>1. Approximate count on Yarn :</p> <p style="padding-left: 40px;">a. Warp-20tex X 2(30s X 2)  b. Weft-20tex X 2(30s X 2)</p> <p>2. Thread per inch :</p> <p style="padding-left: 40px;">a. Warp - 66 (+5%,-2%)  b. Weft - 48 (+5%,-2%)</p> <p>3. Blend composition percent (approx) :</p> <p style="padding-left: 40px;">a. Polyester - 67%±3Unit  b. Viscose - Remainder</p> <p>2. Width cm : 147 cm or as agreed ± 1 cm</p> <p>Mass (g/m<sup>2</sup>): 190(+5%,-2.5%)</p>	<b>1,233</b>
Sl. No.	Specification for cloth IS-15853 or latest	Quantity
5	<p><b><u>Stitched Boiler Suit (Orange)</u></b></p> <p>Colored Boiler Suit with Zip &amp; emblem printed on the pocket &amp; at the back .A strip of white cloth of 1" x 6" (breadth of the pocket) to be stitched ½" clear from the upper edge of the right pocket to write name of the cadet.</p> <p>1. Approximate count on Yarn:  Warp-16  Weft - 12</p> <p>2. Thread per inch :</p> <p style="padding-left: 40px;">Warp - 96 (+5%,-2%)  Weft - 48 (+5%,-2%)</p> <p>3. Blend composition percent (approx) :  Cotton - 100%</p> <p>4. Width cm : 147 cm or as agreed + 1 cm</p> <p>5. Mass (g/m<sup>2</sup>): 260 (+5%, -2.5%)</p>	<b>738</b>



<b>6</b>	<p><b><u>Blue woollen blazer with college insignia</u></b></p> <p>Colour : Blue  IMU logo on left hand pocket(pocket size)  Zari made as per sample  Brass buttons 3 in numbers in front  3 brass button on each sleeves  All button with IMU logo  Material Polyester 75% &amp; Wool 25%  Mass (g/m<sup>2</sup>): 255(+5%,-2.5%)</p>	<b>67</b>
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**Stitching: Specifications for stitching is as follows:**

**For Half sleeve Shirts:**

Pocket on both side without flaps. Suitable openings to be provided for Epaulettes. On shoulder on either side for Epaulettes eyelets to be stitched on machine or with hand for them to last long for regular putting in and putting off Epaulettes. Two number holes / loops, one inch above the centre of the upper edge of the right pocket for name plate.

Hole/loops to be stitched with hand to make them last long since name plates will be put in/ off regularly.

**For Trousers:**

Trousers with 38 mm loops, 8 in numbers, for belt, snug fittings on hips and thighs with 46 cm. flair

Zip of ISI mark and 1 year warranty

**For Half pants:**

2 front buckles (as per sample), no hip pockets

**For Full sleeve shirt (white)**

Single left hand side pocket with no flap

**For Boiler suit Orange color, Full sleeve:**

Boiler suit to have IMU monogram on left pocket. A strip of white cloth of 1 " x 6 " (or breadth of pocket) to be stitched half inch clear from upper edge of the right pocket to write name of the cadet. Name to be printed by the supplier.

**For Blue woollen Blazer with college IMU insignia:**

Single breasted with 3 metal buttons in front, 2 smaller buttons on each sleeve.

**For Tunic:**

With Brass / Chrome plated 5 buttons as per sample.

#### **Section-IV General Terms and Conditions**

1. The Supplier should adhere to the schedule of Measurement taking as per the IMU instructions.
2. The supply should be made within the stipulated time, otherwise action will be taken for alternative arrangement for supplying uniform at the risk and cost of the tenderer.
3. After the supply is completed, any alterations thereof should also be executed by the contractor at IMU Chennai Campus Premises within 3 working days from the date of intimation.
4. The payment will be processed only after the complete execution and certification from the Hostel warden Package wise.
5. Delay in supply will attract penalty at the rate of 0.5% value for every week of the delayed period subject to maximum of 10%. In case of delayed supply of items beyond the stipulated time, the university also reserves the right to blacklist the firm.
6. All the materials should match with the IMU selected quality. The supplied stock will be rejected if the quality does not meet as per the specification and the sample supplied.
7. Delivery: The materials should be delivered at Indian Maritime University Chennai Campus, East Coast Road, Uthandi, Chennai - 600 119.
8. Price: Inclusive of all taxes and charges including delivery at IMU Chennai Campus (Excluding GST - GST to be charged as per the prevailing rate).
9. Delivery period: All the stitched uniforms should be delivered within 30 working days from the date of taking the measurement of the available cadets at the Indian Maritime University Chennai.
10. The successful bidder should complete all the supplies in all respects within 45 working days from the date of receipt of work order.
11. Packing: All the dress materials should be in neatly ironed condition and packed in cardboard boxes set wise separately with name and Reg no. in respect of each student. A person of the firm should be present along with the IMU employee, during distribution of uniform to the students.
12. Invoices should be numbered serially in the sequence as given in the purchase order to ensure clarity and accountability.

13. supply should be complete in all respects. i.e. quantity & quality, for each cadet and for the whole order.
14. Billing dates needs to be the active date of supply of material and goods in IMU Chennai Campus premises. The stamp affixed by stores on receipt of item shall be reference date for all purpose.

## Section-V FORMS

### 1. FORM OF TENDER

To  
THE DIRECTOR  
INDIAN MARITIME UNIVERSITY,  
CHENNAI CAMPUS,  
EAST COAST ROAD,  
UTHANDI,  
CHENNAI 600 119

Sir,

1. Having perused the Scope of tender for **Package - A Supply of uniforms to the cadets of IMU - Chennai Campus for the year 2021-2022**, we, the undersigned submit our offer to IMU and hereby specifically undertake to do the following should our tender-bid be accepted.
2. We hereby undertake to furnish an Initial security deposit in the manner set-forth in the "Instruction to Tenderers" and to commence the work at site within the stipulated days from the date of issue of the work order.
3. We undertake to enter into and execute an agreement with IMU in the prescribed format in accordance with the conditions of Contract within 15 working days from the date of issue of the work order.
4. Unless and until a formal agreement is prepared and executed, our tender-bid together with IMU's written acceptance thereof, shall constitute a binding Contract between us.
5. We shall and hereby undertake to abide by the terms and conditions of this tender for a period of 120 days from the date of opening of the Tender-Bids. We shall if so required, extend the validity of the offer for such period as may be mutually agreed upon.
6. We further agree that in the event of our withdrawing our tender-bid prior to the receipt of the final decision from IMU or in the event of our failing to furnish the Security deposit, in such form as prescribed in this Tender or in the event of our tender-bid being accepted and we fail to execute an agreement in the prescribed format within 15 working days from the date of issue of work order to commence work, then the bidder would be debarred from participating in any of the Indian

Maritime University's tenders for a period of three years. Further, the bidder would have to pay to IMU Chennai Campus, the difference in cost, if any on finalizing Fresh Tender, on Risk and Cost Basis. any further act whatsoever by IMU.

7. Should our tender-bid be accepted, we find ourselves to be wholly and solely responsible for the due performance of the Contract.
8. Should our tender-bid be accepted, we undertake to perform the work of tender for **Package - A Supply of uniforms to the cadets of IMU - Chennai Campus** at the price quoted in the Tender-bid during the stipulated Contractual period from the date of the execution of the Contract and strictly abide by the conditions of the Tender.

Dated at .....day of 2021.

Signature in the capacity of duly authorized to sign the tender-bid for and on behalf of  
.....

**(IN BLOCK CAPITALS)**

**1)**

**(2)**

*Address*

**2. FORM OF POWER OF ATTORNEY**

Dated: .....

***POWER OF ATTORNEY***

**To whomsoever it may concern**

Mr/Ms..... (Name of the person along with father/husband's name, residing at..... (address), acting as ..... (Designation and name of the Firm/Company), and whose specimen signature is attested below, is hereby authorized on behalf of..... (Name of the Firm/Company) to provide information and respond to enquiries, etc. for **Supply of Uniforms (Package - A) to the Cadets of IMU - Chennai Campus**. The said Mr/Ms.....is hereby further authorized to sign and submit relevant documents on behalf of the Firm/Company in respect of the above.

**(Attested Signature of Mr.....)**

**For..... (Name of the Firm/Company)**

**Attested by Notary Public**

**Section - VI TECHNICAL BID**

*(First sheet shall be on the letter head and all pages have to be authenticated at the bottom)*

- (1) Address proof for having office / firm / shop in any part of Indian Territory

Yes/No.

- (2) Whether having the minimum three years of experience in tailoring / stitching work and supplying of office uniforms / Students uniforms / Navy or Army Cadets Uniforms in bulk to the Departments/Ministries of the Government of India/ PSUs /Corporate Sectors / Educational Institutions / any other reputed organizations.

Yes/No.

Available at which page number of Bid Document: .....

- (3) Whether the bidder has carried out and completed similar works to Ministries of the Government of India/ PSUs /Corporate Sectors / Educational Institutions / any other reputed organizations during last 3 years.

Sl. No.	Description of the work	Name of the client	Name, Address & Contact No. of the Client for whom the work was carried out	value of the work	Period of the work	Mode of Proof	Available at which page of the document
1							
2							
3.							

- (4) Annual turnover for the last 3 years i.e. 2017-18, 2018-19 and 2019-20.

(Rs. In Lakhs) Financial Year	Turnover in Rupees	Page number of document
2017-18		
2018-19		
2019-20		

- (5) Whether the Bidder has been debarred or black listed by any Government Department / agency in the past 3 (three) years on account of fraudulent or corrupt practices or inefficient/ineffective performance?

Yes / No

**Declaration**

I/We certify that all the particulars furnished above are true and correct and based on documentary evidence, and that I/we understand that if any of the above particulars is found to be false or misleading, our bid is liable to be summarily rejected at any stage and my/our company is liable to be blacklisted/debarred by IMU for at least 3 years.

**Date:**

**Signature with Seal of Authorized Signatory**

**Place:**



## Certification of work completion – Student’s Uniform

“I/we ..... Hostel warden (Regular) and  
..... (Student’s representative), are personally  
satisfied that the work has been executed as per the specifications (Quality and Quantity)  
laid down in the Uniform Tender and the workmanship is up to the standards specified in  
the tender documents. The payment may be processed.”

Signature of the Hostel Warden

Signature of the Student’s Representative

Due to COVID-19 pandemic situation Bidders in lieu of Bid security shall submit the following certificate in their letter head:

## **Certificate in-lieu of EMD / Bid Security**

I/We ....., hereby state and understand that if I/we withdraw/modify our bid during the period of validity of the tender, the administration would suspend the Bidder from participation in any future tenders of IMU for a period of 6 months.

**Date:**  
**Place:**

**Signature with Seal of Authorized Signatory**



**INDIAN MARITIME UNIVERSITY**  
(A Central University, Govt. of India)  
EAST COAST ROAD, UTHANDI  
CHENNAI CAMPUS - 600 119

**TENDER FOR "PACKAGE - A**

**"SUPPLY OF UNIFORMS TO THE CADETS OF IMU CHENNAI CAMPUS"**

**TENDER No: IMU-CC/PUR/06/UNI-ACC/2020/PA**

**VOLUME - II**

**PRICE BID**

**Last Date of Submission : 1100 HRS on 13.10.2021**

**Date and Time of Opening : will be intimated later if technically qualified**

**Tender for Package - A Supply of Uniform**  
**Tender No: IMU-CC/PUR/06/UNI-ACC/02/2020/PA**

The Tenderer must bid all the items in a package. The tenderer shall quote his rate for each item mentioned in the price bid both in figures and in words and also fill up the amount column without any omission. In case, the tenderer has not filled any column in the price bid then price bid shall not be considered at any cause. The quoted price should be inclusive of all taxes and duties and delivery charges etc., (Excluding GST - GST to be charged as per the prevailing rate). No escalation what so ever will be allowed during the contract period.

**Bill of Quantities -I (BOQ I)**  
**Supply of Uniform**

Sl. No.	Specification for cloth IS-15853 or latest	Quantity (Approx)	Unit Rate Rs. P	Amount Rs. P
1	<p><b><u>Stitched White Terry Cotton Trousers</u></b>  White Terry Cotton Uniform trousers with zip back pocket, double pleat &amp; 2 side pockets.  <b>(i) Approximate count on Yarn:</b>  a. Warp-20tex X 2(30s X 2)  b. Weft-20tex X 2(30s X 2)  <b>(ii) Thread per inch:</b>  a. Warp - 66 (+5%, -2%)  b. Weft - 48 (+5%, -2%)  <b>(vi) Blend composition percent (approx):</b>  a. Polyester - 67%±3Unit  b. Viscose - Remainder  <b>(vii) Width cm: 147 cm or as agreed ± 1 cm</b>  <b>(viii) Mass (g/m<sup>2</sup>): 270(+5%, -2.5%)</b></p>	1,636		
2	<p><b><u>Stitched Black Terry Cotton Trouser</u></b>  Black Terry Cotton Uniform trousers with zip back pocket, double pleat &amp; 2 side pockets.  1. Approximate count on Yarn:  c. Warp-20tex X 2(30s X 2)  d. Weft-20tex X 2(30s X 2)  2. Thread per inch:  c. Warp - 66 (+5%, -2%)  d. Weft - 48 (+5%, -2%)  6. Blend composition percent (approx):  a. Polyester - 67%±3Unit  b. Viscose - Remainder</p>	1,166		

	7. Width cm: 147 cm or as agreed $\pm$ 1 cm 8. Mass (g/ m <sup>2</sup> ): 270(+5%,-2.5%)			
3.	<p><b><u>Stitched White Terry Cotton Shirts (Half Sleeves)</u></b> White Terry Cotton Shirt Half Sleeves with 2 front pockets, 2 Epaulettes. Suitable openings to be provided for Epaulettes. 2 Nos. Loops 1" above Centre of the upper edge of the right pocket to be provided to display name plate.</p> <p>1.Approximate count on Yarn: c. Warp-20tex X 2(30s X 2) d. Weft-20tex X 2(30s X 2)</p> <p>2.Thread per inch: a. Warp - 66 (+5%, -2%) b. Weft - 48 (+5%, -2%)</p> <p>3. Blend composition percent (approx): c. Polyester - 67%<math>\pm</math>3Unit d. Viscose - Remainder</p> <p>4.Width cm: 147 cm or as agreed <math>\pm</math> 1 cm  Mass (g/ m<sup>2</sup>): 190(+5%,-2.5%)</p>	2,214		
4	<p><b><u>Stitched White Terry Cotton Shirts (full Sleeves)</u></b> <i>White Terry Cotton Shirt Full Sleeves with single front pocket.</i></p> <p>1.Approximate count on Yarn: c.Warp-20tex X 2(30s X 2) d. Weft-20tex X 2(30s X 2)</p> <p>2. Thread per inch: c. Warp - 66 (+5%, -2%) d. Weft - 48 (+5%, -2%)</p> <p>3.Blend composition percent (approx): c. Polyester - 67%<math>\pm</math>3Unit d. Viscose - Remainder</p> <p>2. Width cm: 147 cm or as agreed <math>\pm</math> 1 cm  Mass (g/ m<sup>2</sup>): 190(+5%, -2.5%)</p>	1,233		
5	<p><b><u>Stitched Boiler Suit (Orange)</u></b> Colored Boiler Suit with Zip &amp; emblem printed on the pocket &amp; at the back. A strip of white cloth of 1" x 6" (breadth of the pocket) to be stitched 1/2" clear</p>	738		

	<p>from the upper edge of the right pocket to write name of the cadet.</p> <p>6. Approximate count on Yarn:</p> <p>Warp-16 Weft - 12</p> <p>7. Thread per inch: Warp - 96 (+5%, -2%) Weft - 48 (+5%, -2%)</p> <p>8. Blend composition percent (approx): Cotton - 100%</p> <p>9. Width cm: 147 cm or as agreed + 1 cm</p> <p>10. Mass (g/m<sup>2</sup>): 260 (+5%, -2.5%)</p>			
6	<p><b>Blue woolen blazer with college insignia</b></p> <p><b>Colour:</b> Blue</p> <p>IMU logo on left hand pocket (pocket size)</p> <p>Zari made as per sample</p> <p>Brass buttons 3 in numbers in front</p> <p>3 brass button on each sleeves</p> <p>All button with IMU logo</p> <p>Material Polyester 75% &amp; Wool 25%</p> <p>Mass (g/m<sup>2</sup>): 255(+5%,-2.5%)</p>	67		

**Undertaking:**

1. I / we agree that the rates are all inclusive of cost of material, stitching charges, delivery, all taxes & duties (except GST).
2. The Grand total amount is exclusive of GST rates. The bidder must note that GST shall be applicable extra as prevalent under the rules during the month of invoice date to IMU Chennai Campus.
3. I / we agree that in case the items are not supplied within stipulated time, then the replacement cost incurred by IMU in procuring the items from the open market will be recovered from me/us.
4. I / we agree that all items are subject to approval of the IMU.
5. I / we agree that the sample of all items shall be submitted along with the **technical bid**. No separate charge will be paid for the samples supplied.

Signature of the contractor with seal