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**Indian Institute of Skiing and Mountaineering, Gulmarg**  
(A Subordinate office of Ministry of Tourism, Govt. of India)

**Tender No:** IISM-25(IB)2/2020-21

**Dated:** 13.08.2021

**NOTICE INVITING TENDER (NIT)**

**For and on behalf of President of India**, sealed tenders are invited by the Principal, Indian Institute of Skiing & Mountaineering, Gulmarg from authorized retail outlet dealers for supply of **High Speed Diesel (HSD)** during winter's months at "**Indian Institute of Skiing and Mountaineering (IISM), Gulmarg and Srinagar, UT J&K**". **The estimated cost of the tender is Rs.70.00 Lakhs.** Firms willing to participate in the tender may download the tender documents from <http://www.iismgulmarg.in>. The tender will close on 23<sup>rd</sup> August, 2021 (Monday) at 1:00 P.M at IISM Office, House No.183 A, Kursoo Rajbagh, Srinagar-190008 and will be opened on the same day at 3:00 PM at IISM, Srinagar.

Sd/-  
**Principal in-charge**  
**IISM, Gulmarg**



## **About IISM**

Indian Institute of Skiing and Mountaineering (IISM), Gulmarg is the magnificent institute building has about 40 rooms with washrooms, two restaurants, one conference hall, ski Hire Shop equipped with imported equipments, store rooms, gym, plant room with two centrally heating system and 11000 KV transformer with control panels, Generator Room with Two DG Sets of 140 KV and 82 KV Capacity and a Kitchen. Indian Institute of Skiing & Mountaineering conducts various courses here both in summer and winter. The Cable Car and Chair-Lifts are the main attractions of this hill resort. It has the highest cable car in the world which goes to 14000 ft above sea level. A snow festival is organized around Christmas every year during which different activities of sports and culture are conducted on the fresh snow.

The Institute had been attracting a large number of trainees as well as tourists not only from within the country but throughout the world.

## **Adventure Courses**

Adventure Training is very important aspect of our education to develop those traits of personality in our youth which are not possible in the protected environments of schools & colleges. The Institute conducts various adventure courses in different fields as follows:-

1. Snow Skiing.
2. Water Skiing.
3. Para-gladding/Para Motors.
4. Parasailing.
5. Hot Ballooning,
6. White Water Rafting/Canoeing.
7. Mountaineering etc.

These courses and activities not only train our youth but also entertain the tourists who come to Gulmarg and makes Kashmir as exciting adventure destination in the world.

## **A. INVITATION OF TENDER**

Indian Institute of Skiing and Mountaineering (IISM), Gulmarg is inviting a tender for providing manpower service on outsourcing basis at Gulmarg and Srinagar for a period of **11 (eleven) months w. e. f. August, 2021 to July, 2022**. Interested manpower supply Agencies fulfilling all terms and conditions may participate and submit the tender documents.

**1. Date & Time for submission of Tender : up to 23<sup>rd</sup> August, 2021 till 1:00 P.M.**

**2. Date & Time for opening of Tender : 23<sup>rd</sup> August, 2021 at 3:00 P.M.**

- **Place of Opening of Tender Bids – IISM Office, House No.183 A, Kursoo Rajbagh, Srinagar- 190008.**
- Incomplete tender/ tenders received after the date/time notified above shall be out rightly rejected.

## **B. FEE FOR TENDER DOCUMENTS**

The fee for tender documents will be **Rs 1,000/-** (Rupees One Thousand Only). This fee shall be paid in the form of Demand Draft drawn in any Nationalized/Scheduled, Commercial Bank, in favour of **“Pay & Accounts Officer, Ministry of Tourism”** payable at **Srinagar, UT Jammu & Kashmir**. This fee is **Non-Refundable** and shall be submitted along with the Technical Bid of the Tender Document.



**C. ESTIMATED COST**

The total estimated cost of the Tender is **Rs. 70.00 Lakhs**.

**D. EARNEST MONEY DEPOSIT**

An Earnest Money Deposit (EMD) should be submitted in the Technical bid of the tender, without which the tender shall be invalid. The amount of EMD will be **Rs.70,000/-** (Rupees Sixty Thousand Only) payable in the form of Demand Draft drawn in any Nationalized/Scheduled, Commercial Bank, in favour of **“Principal IISM”** payable at **Srinagar, UT Jammu & Kashmir**.

In case of unsuccessful bidder, the EMD will be refunded to them against written application without any interest accrued thereon at the earliest and after the acceptance of the contract by the successful bidder.

In case of successful bidder, after acceptance of the work order, the EMD shall be refunded on receipt of the Performance Bank Guarantee (PBG) of amount equivalent to EMD from any nationalized/scheduled commercial bank, drawn in favour of **“Principal IISM”** enforceable at **Srinagar, UT Jammu & Kashmir** shall be deposited in IISM for safeguarding the interest in all respects.

The PBG shall remain valid for the period of the contract (**i.e., 11 months**) with additional **30 days** for claim lodgment. The PBG will be forfeited in case of non-fulfillment of any of the Terms & Conditions of the contract and for compensating any loss suffered.

**E. GENERAL TERMS AND CONDITIONS**

Only those bidders who fulfill the following terms and conditions may submit their bids:-

- a. Firms willing to bid for the above mentioned supply must have minimum experience of three years for supplying POL to central Government organizations in snow bound areas like Gulmarg.
- b. The Service Provider Company/Firm/Agency must have gross turnover of **Rs.70.00 lakhs** during the last three financial years duly certified by the Chartered Accountants(CA).
- c. Quotation with overwriting, alternations will not be considered. **Only typed/printed quotations** will be accepted. The bidder should number each page and sign in each page of the tender documents along with the Official Seal/Stamp.
- d. The rates should be quoted FOR delivery at IISM Gulmarg. For uniformity rates can be quoted as on the date of quotation 9<sup>th</sup> August, 2021. No insurance or any other charges/taxes shall be paid on the quoted rates.
- e. Tender should mention the delivery guarantee within two days on receipt of orders irrespective of the any obstruction failing which a penalty of 2% per day of indented value will be imposed and supply will be purchased from the local market for which instant payment will be made by the bidder.
- f. The decantation directly from tank lorry to our storage tanks is not possible and the tanker does not reach to storage tanks after snowfall as such the same is to be done by the bidder through motor from a long distance.



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- g.** The payment will be released on submission of bills after satisfactory delivery. No advance payment will be made. No interest or other charges will be paid on payments if any, delayed sometimes due to administrative reasons. Recovery of TDS/ GST etc. as admissible under rules will be effected.
  - h.** On failure of quality and quantity test the vehicle will be detained at the cost of the vendor till it is black listed by the company concerned.
  - i.** The successful bidder will have to deposit security amount of Rs.1.5 Lakhs pledged to the Principal, IISM in shape of Call deposit/ fixed deposit in favour of Principal-IISM, Gulmarg.
  - j.** The Institute reserves the right to accept/ reject any or all the tenders without assigning any reason whatsoever.
  - k.** The tender should reach to the Office of Principal, IISM, House No. 183 A, Kursoo Rajbagh, Srinagar on or before 9<sup>th</sup> August, 2021 at 1.00 pm. No tender will be accepted after the cut of date & time.
  - l.** The Competent Authority of IISM, Gulmarg reserves the right to reject all or any tender without assigning any reason thereof.



**F. MANDATORY DOCUMENTS TO BE SUBMITTED**

The bidders are required to submit the following self-certified copy of documents along with the **Technical Bid**. The documents are:-

- a. Certificate of Registration of firm.
- b. Proof of office address (telephone bill, electricity bill etc.)
- c. Trade license
- d. **An undertaking by the Agency for Acceptance & Compliance of all terms & conditions mentioned in this tender.**
- e. Details of Bank Account of the firm. A cancelled cheque of the account of the firm to be enclosed.
- f. PAN Card.
- g. Service Tax /GST Registration Number
- h. Annual Turnover Certificate of last 03 financial years duly certified by the Chartered Accountants.
- i. Income Tax Return and Audited Balance Sheet of the last 03 financial years.
- j. Non-relation certificate with the employees of IISM, Gulmarg on the letterhead of the firm.
- k. Not blacklisted certificate in the form of affidavit.

**G. TYPE OF BIDS TO BE SUBMITTED**

The bidders are required to submit **Two Types** of sealed bids along with necessary and supportive documents. They are:-

1. The **first sealed bid** should be superscripted with “**TECHNICAL BID**” and should contain the following along with their list:-
  - a. Tender documents fee as mentioned at point no. **B**
  - b. Earnest Money Deposit (EMD) as mentioned at point no. **D**
  - c. Mandatory Documents as mentioned at point no. **F**

The format of ‘Technical Bid’ to be submitted on the letterhead of the bidder is given as at **ANNEXURES-I**.

2. The **second sealed bid** should be superscripted with “**FINANCIAL BID**” and should contain an only the signed “**Service Charge Percentage Sheet**”. The format of Financial Bid to be submitted on the letterhead of the bidder is given as at **ANNEXURES-II**.

The **Technical** and **Financial bids** should be placed in a Big Sealed Envelope which should be superscripted with “**Tender for supply of HSD providing at IISM Srinagar**” and should be addressed to **The Principal, Indian Institute of Skiing and Mountaineering (IISM) Srinagar, House No 183, Kursoo, Raj Bagh, Srinagar, J & K Pin: 190008 Tel / Fax: 0194 - 2312749**.



## **H. BID OPENING AND EVALUATION**

All the bids will be opened and evaluated as per standard procedure & time, date and place as mentioned above by a committee constituted by the Competent Authority of IISM, Gulmarg in the presence of the participating bidders, if any. Only one authorized representative from each bidder will be allowed to attend the bid opening and evaluation process on submission of the Authorization Letter. In case the date fixed for opening of bids is subsequently declared as holiday by the government or the office remains closed on that day for any other reason, the bids will be opened on next working day. The time and venue will remain unaltered. The committee will open and evaluate the 'Technical Bids' of the bidders.

The 'Financial Bids' of only those bidders who qualify in the 'Technical Bids' shall be opened. In case of a tie in the Financial Bid the lowest bidder will be selected on the basis of the following conditions in sequence:-

- a. Numbers of years of experience to supply POL to Govt. organizations.
- b. Annual turnover during the last financial year.

The Competent Authority of IISM, Gulmarg reserves the right to disqualify any or all the bids without assigning any reasons thereof.

## **I. SIGNING OF CONTRACT**

The selected bidder(s) shall be required to enter into a contract with IISM, Gulmarg within 7 (seven) days of the award of the contract or within such extended time period as may be specified. The contract will be for a period of 11 (eleven) months which will be in force **w. e. f. August, 2021**. The contract may be extended for further periods depending upon the requirement and performance of the Agency/Service Provider and same will be purely on discretion of the competent authority of IISM Srinagar.

## **J. PENALTY FOR NON-PERFORMANCE OF THE CONTRACT**

There will be a levy of an appropriate penalty upon the Agency/Service Provider for non-performance of the contract and violation of any terms & conditions of the contract. The extent and amount of penalty will be decided by the competent authority of IISM, Gulmarg which will be binding upon the bidder.

## **K. PAYMENT TERMS**

The Agency/Service Provider will raise invoice in triplicate in respect of a particular month in the subsequent month and it should be addressed to **The Principal, Indian Institute of Skiing and Mountaineering (IISM) Srinagar, House No 183, Kursoo, Raj Bagh, Srinagar, J & K Pin: 190008 Tel / Fax: 0194 - 2312749 IISM.**

The payment will normally be released within 10 (ten) days from the date of receipt of invoice after necessary deduction at source. Based on duly certified attendance sheets by IISM, Gulmarg the Agency/Service Provider will first release salary of their deployed staff and then raise the invoice for payment.

## **L. AMENDMENTS & WITHDRAWAL OF TENDER DOCUMENTS**

The competent authority of IISM, Gulmarg reserves all the rights for the amendment & withdrawal of the tender documents. The amendment & withdrawal of the tender documents may be done by issuing corrigendum/addendum. Any corrigendum/addendum issued in this regard will be intimated through proper notice.

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**ANNEXURE-I (FORMAT OF TECHNICAL BID)**  
***(To be submitted on letterhead of the firm)***

To:

The Principal,  
Indian Institute of Skiing and Mountaineering (IISM) Srinagar,  
House No 183, Kursoo, Raj Bagh, Srinagar, J & K Pin: 190008

**Sub: Submission of Technical Bid for providing Manpower Services on Outsourcing Basis.**

**Ref: Your Tender No. IISM-25(IB)2/ 2020-21/01 dated: .23.08.2021.**

Sir,

With response to your tender mentioned above, the Technical Bid of our firm to provide manpower Services on outsourcing basis at **IISM, Gulmarg and Gulmarg** are submitted herewith along with the following mandatory documents as mentioned in the tender documents.

SL NO.	DOCUMENTS NEED TO BE SUBMITTED	WHETHER ATTACHED (Tick YES/NO)		Ref. Page No.	RELEVANT DETAILS	REMARKS
		YES	NO			
01	Tender Document fee	YES	NO		DD No: Date: Bank Name: Amount: Rs 1,000/- In Favour of: Pay & Accounts Officer, Ministry of Tourism Payable at: Srinagar, J&K	
02	Earnest Money Deposit (EMD)	YES	NO		DD No: Date: Bank Name: Amount: Rs.70,000/- In Favour of: IISM, Srinagar-Main A/C Payable at: Srinagar, J&K	
03	Satisfactory completion Certificate of 3 (three) similar work done.	YES	NO			
04	Certificate of Registration firm	YES	NO			
05	Proof of office address (telephone bill, electricity bill etc.)	YES	NO			



SL NO.	DOCUMENTS NEED TO BE SUBMITTED	WHETHER ATTACHED (Tick YES/NO)		Ref. Page No.	RELEVANT DETAILS	REMARKS
		YES	NO			
06	Details of Bank Account of the firm. A cancelled cheque of the account of the firm to be enclosed.	YES	NO			
07	PAN Card	YES	NO			
08	Service Tax /GST Number	YES	NO			
09	Annual turnover certificate of last 03 financial year duly certified by the Chartered Accountants	YES	NO			
10	Income Tax Return and Audited Balance Sheet of the last 03 financial year	YES	NO			
11	Non-relation certificate with the employees of IISM, Gulmarg on the letterhead of the firm	YES	NO			
12	Not blacklisted certificate in the form of affidavit.	YES	NO			
13	An undertaking by the Agency for Acceptance & Compliance of all terms & conditions mentioned in this tender.	YES	NO			

Thanking you,  
 Yours faithfully,

Name and Signature of authorized signatory

Date:-

(Seal of the firm)





**ANNEXURE-II (FORMAT OF FINANCIAL BID)**  
***(To be submitted on letterhead of the firm)***

**To:**

**The Principal,**  
Indian Institute of Skiing and Mountaineering (IISM) Srinagar,  
House No 183, Kursoo, Raj Bagh, Srinagar, J & K Pin: 190008

**Sub:** Submission of Financial Bid for providing HSD.

**Ref:** Your tender no. IISM-25(IB)2/ 2020-21/01 dated: 23.08.2021.

**Sir,**

With response to your tender mentioned above, our firm will be pleased to provide HSD at **IISM, Gulmarg and Gulmarg**. Our quote is as under.

SL NO.	Name of Item to be provided	Rate offered as on date of tender (indefinite expression)	Discount offered P/L
01	High Speed Diesel		

Thanking you,  
Yours faithfully,

Name and Signature of authorized

signatory Date:-

(Seal of the firm)