

GOVERNMENT OF MEGHALAYA
DIRECTORATE OF SPORTS AND YOUTH AFFAIRS J.N SPORTS COMPLEX
POLO GROUND, SHILLONG

No.DSYA/SPORTS.24/2022/34

Dated : Shillong, the 19th December, 2022

SHORT TENDER NOTICE

The Directorate of Sports & Youth Affairs Government of Meghalaya is hereby invites tender in sealed envelope for supply of sports items in the discipline of Archery.

Name of Work	Tender Value	Earnest Money (Refundable)	Cost of Tender Document (Non-Refundable)
Supply of Archery Equipment	Rs.7,36,560/-	7,500/-	500/-

1. The Cost of Bid Document should be submitted in the form of Demand Draft in favour of The Director, Sports & Youth Affairs Meghalaya, Shillong,
2. The Earnest Money Deposit in the form of BG/DD for an amount of INR should be submitted in favour of The Director, Sports & Youth Affairs Meghalaya, Shillong.
3. Both Cost of Bid Document & EMD should be submitted physically to the Director Sports & Youth Affairs Shillong, along with the Proposal.
4. **Tender Document will be available online from 21-12-2023 (tentative) in the Department website www.meghsports.gov.in.**
5. **Receipt / Submission** :Last day for submission of bids offline on 10-01-2023 at the address mentioned below :
The Directorate of Sports & Youth Affairs, Meghalaya
J.N. Sports Complex, Polo Ground, Shillong-793001


(Sd/-
Shri S. Awasthi, IAS)
Director
Sports and Youth Affairs
Meghalaya, Shillong.

Memo No.DSYA/SPORTS.24/2022/34

Dated : Shillong, 19th December, 2022

Copy to:-

1. The Under Secretary, Sports & Youth Affairs Deptt. for kind information.
2. The Director of Information & Public Relation, Meghalaya, Shillong to publish in the local dailies of the state viz 2 English, 2 Khasi and 1 Garo for wide publicity on the **21-12-2022**.
3. ~~The State Informatics Officer, National Informatics Centre to kindly upload the Short Tender Notice on the Sports Website i.e www.meghsports.gov.in~~


Director
Sports and Youth Affairs
Meghalaya, Shillong.

Instructions to Bidders

1. The bids should be quoted separately and put in different sealed envelopes marked as “**Technical Bid**” and “**Financial Bid**” which are to be put in separate envelopes and should be properly sealed along with super-scribed as “**TENDER FOR SPORTS ITEMS**”
2. All tender documents should be submitted directly to the office of the Directorate, Sports & Youth Affairs, Meghalaya .
3. Quotation received after the closing date/time will not be considered.
4. The quantity shown against the item is tentative and may vary as per dynamic requirement of the office.
5. In the event of any dispute or difference(s) between the office and the Vendor(s) arising out of non-supply of material or supplies not found according to specifications or any other cause whatsoever relating to the supply or purchase order before or after the supply has been executed, shall be referred to “The Director, Sports & Youth Affairs who may decide the matter and which shall be final and binding.
6. All tenders in which any of the prescribed conditions is not fulfilled or any condition is put forth by the tenderer shall be summarily rejected.
7. The quoted price will remain valid for 3 month and no alteration/change in rate is allowed after issue of Work Order/Purchase Order.
8. The Bidders must submit the copies of (a) Firm Registration Certificate in case of non-scheduled tribe and obtain, (b) Trade License by the Khasi Hills Autonomous District valid for FY 2022-23 and (c) GST Registration along with bid.
9. Quotations may either be on (a) letter head or (b) format but duly stamped by the authorized signatory along with a forwarding letter on letter head. Otherwise the bid shall stand rejected.
10. Payment shall be made only after the receiving of materials against the Purchase Order with satisfactory level ensuring all the specification and the quality of the material/items ordered.
11. Contact Nos. and E-mail IDs of Authorized persons of the firm must be given.
12. Directorate can cancel fully or partially the item based on their requirement or can increase or decrease the quantity. Bidder cannot claim any cost from the office.
13. The bidder should not have been blacklisted by any central/state government bodies. Declaration of the same to be enclosed along with tender document.
14. The price quoted should include transportation charges. Please quote Taxes separately in the format as per existing rates.
15. The payment shall be released within 15 days of satisfactory delivery of the materials to the satisfaction of the office.
16. Delivery period for all the items will be within 7 working days. The authority reserves the right to extend the delivery period on request with valid reason else following penalty clause shall be applicable.

17. Penalty Clause:

- a) 1% of the bill amount for delay in supplying of materials up to 15 days.
- b) 2% of the bill amount for delay in supplying of materials up to one month.
- c) 5% of the bill amount for delay in supplying of materials more than one month.

18. The Technical and Financial bids should be addressed to:

The Director, Sports & Youth Affairs, Meghalaya, Shillong
Directorate of Sports & Youth Affairs
J.N. Sports Complex, Polo Ground, Shillong-793001, Meghalaya

19. **The Technical Bid will be opened on 11-01-2023.** The bidders or their authorized representative may also be present during the opening of the Technical Bid, if they desire so, at their own expenses. (Given at Annexure-A)

20. **Financial/Price Bids (Given at Annexure-B) of only those bidders will be opened whose technical Bids (Given at Annexure-A) are found suitable by the committee appointed for the purpose.** In exceptional situation, the committee may negotiate price with the qualified bidder quoting the lowest price before awarding the contract.

21. **Pre – Qualification Criteria:**

- a) The bidder must be a registered/authorized firm with GST registration clearly mentioning the scope of items authorized to supply from the registration authority.'
- b) Trade License issued by the Khasi Hills Autonomous District should be valid for the financial year 2022-23.

22. **Prices:**

The Prices quoted should be inclusive of all taxes or duties, packing, forwarding, freight, insurance, delivery at destination site (Directorate of Sports and Youth Affairs, J.N. Stadium Polo, Shillong). The rates shall be firm and final. Nothing extra shall be paid on any account. Taxes shall be applicable/deducted as per Central/state rule.

23. **Delivery:**

The materials should be delivered within the period as specified in the purchase order unless otherwise prescribed. Any deviation in the material/item and the specifications from the accepted terms may liable to be rejected and the bidders need to supply all the goods in the specified form to the satisfaction/specifications specified in the order.

24. Technical Specification

The technical specification for the material to be supplied is given below along with approx. quantity. The quantity can be increased or decreased.

Sl. No.	Particulars	Brand	Quantity
1.	Compound Invicta 50-60#,DL-24.5-27 Hoyt USA Cam1	Hoyt USA	2 nos.
2.	Sight Axcel Carbon	Axcel	2 nos.
3.	Sight Scope.29mm	Beiter	2 nos.
4.	Arrow rest trophitakar SS Pro USA	Trophy	2 nos.
5.	Long bar Doinker 32" E-lite estreemo	Doinker	2 nos.
6.	Arrow x-10 with point 600 no. USA	Easton/Dozen	2 nos.
7.	Religer Just B coz USA	Carter	2 nos.
8.	Side Quiver	Fivics/Easton	2 nos.
9.	Peep Sight Normal	Avalon	2 nos.
10.	Arrow Liner	Beiter	2 nos.
11.	Tungsten Point	Easton	2 nos.
12.	Vance Flex	Easton	2 nos.
13.	Pin insert	Easton	2 nos.
14.	Nock 'L'	Easton	2 nos.
15.	Compound Bow Box	SRS	2 nos.
16.	Telescope wd stand	Celestron/Aval	2 nos.
17.	Arrow puller	Avalon	2 nos.
18.	Bow Scale	Cartel	2 nos.
19.	D-Lupr thread	BCY/meter	2 nos.
20.	Allen key	Gorrilla	2 nos.
21.	Compound serving thread	BCY 3D	2 nos.
22.	Serving Zig	Avalon	2 nos.
23.	Portable Bow Press	Imported	2 nos.
24.	Singal B bar	Doinker	2 nos.
25.	Short bar 10"	Doinker	2 nos.
26.	Relige pouch	Fivics/SRS	2 nos.
27.	Bow weight	S.S. Steel	2 nos.

BID PROPOSAL SHEET
(ON THE LETTER HEAD OF THE BIDDER)

To,

The Director,
Sports & Youth Affairs, Meghalaya,
Shillong, 793001

Subject: **SUPPLY OF ARCHERY EQUIPMENTS**

Dear Sir/Madam,

We, the undersigned Tenderers, having read and examined in detail the specifications as specified in this document in respect of "**SUPPLY OF ARCHERY EQUIPMENTS**" at Directorate of Sports and Youth Affairs, Meghalaya, Shillong do hereby propose to supply the required products and services.

1. Bid Pricing: We further declare that the prices stated in our proposal are in accordance with your Terms & Conditions in the bidding document. We further understand that the quantities as specified in this Tender may increase or decrease at the time of Award of Purchase Order as per the requirements of Directorate.

2. Qualifying Data: We confirm that we satisfy the qualifying criteria and have attached the requisite documents as documentary proofs. In case you require any further information/documentary proof in this regard during evaluation of our bid, we agree to furnish the same in time to your satisfaction.

3. Payment Terms: We hereby declare that in case the contract is awarded to us, we agree with payment terms specified in the tender documents.

4. Certificate and Declaration:

a) I/We certify that no addition/modification/alteration has been made in the Original Tender Document. If at any stage addition/modification/alteration is noticed in the Original Document, I/We will abide by the terms and conditions contained in the original tender document, failing which Directorate of Sports & Youth Affairs reserves the right to reject the tender and/or cancel the contract

b) It has been certified that all information provided in tender form is true and correct to the best of my knowledge and belief. We hereby declare that our proposal is made in good faith, without collusion or fraud. No forged/tampered document(s) are produced with tender form for gaining unlawful advantage. We understand that Directorate of Sports & Youth Affairs is authorized to make enquiry to establish the facts claimed and obtained confidential reports from clients.

c) In case it is established that any information provided by us is false/misleading or in the circumstances where it is found that we have made any wrong claims. Further Directorate of Sports & Youth Affairs is also authorized to blacklist our firm/company/agency and debar us in participating in any tender/bid in future.

d) I/We assure the Directorate of Sports & Youth Affairs, Meghalaya that neither I/We, nor any of my/our workers, will do any act which is improper/illegal during the execution in case the tender is awarded to us.

e) I/We assure the Directorate of Sports & Youth Affairs, Meghalaya that I/We will NOT be outsourcing any work specified in the tender document, to any other firm.

f) Neither I/We, nor anybody on my/our behalf will indulge in any corrupt activities /practices in my/our dealing with the office.

g) Our Firm/Company/Agency is not been blacklisted or banned by any Govt. Department, PSU, University, Autonomous Institute or any other Govt. Organization.

h) I/We certify that, I have understood all the terms & conditions as indicated in enquiry of the tender document, and hereby accept all the same completely.

i) I/We, further certify that I/We, possess all the statutory/non-statutory registrations, permissions, approvals, etc., from the Competent Authority for providing the requisite services,

j) We understand that you are not bound to accept the lowest or any bid you may receive.

k) I/We hereby declare that this tender on acceptance communicated by you shall constitute a valid and binding contract between us.

Date:

[Signature and Seal of the Firm/Company/Agency]

**Part A: Technical Bid
(ON THE LETTER HEAD OF THE BIDDER)**

(i) Format for Profile of the bidder

1	Name and Registered address of the Firm/Company/Agency	
2	Name of the Authorized Person and Contact Number	
3	Number of years of experience in this field*	
4	Registration Number of the Firm/Company/Agency*	
5	Valid GSTIN Number	
6	PAN number of the Firm/Company or Proprietor*	
7	Trade Licence issued by the Khasi Hills Autonomous District No. (Valid for the F.Y 2022-23)	

***All fields are mandatory to fill with the copy of duly signed and the above points together constitute eligibility criteria.**

**Part B: Financial/Price Bid
(ON THE LETTER HEAD OF THE BIDDER)**

Sl no	Item name	Brand name	Qty	Unit price (Rs)	Total Unit Price (Rs)	GST (%)	Total Cost (including GST) (Rs)
1.	Compound Invicta 50-60#,DL-24.5-27 Hoyt USA Cam1	Hoyt USA	2 nos				
2.	Sight Axcel Carbon	Axcel	2 nos				
3.	Sight Scope.29mm	Beiter	2 nos				
4.	Arrow rest trophitakar SS Pro USA	Trophy	2 nos				
5.	Long bar Doinker 32" E-lite estreemo	Doinker	2 nos				
6.	Arrow x-10 with point 600 no. USA	Easton/ Dozen	2 nos				
7.	Religer Just B coz USA	Carter	2 nos				
8.	Side Quiver	Fivics/ Easton	2 nos				
9.	Peep Sight Normal	Avalon	2 nos				
10.	Arrow Liner	Beiter	2 nos				
11.	Tungsten Point	Easton	2 nos				
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13.	Pin insert	Easton	2 nos				
14.	Nock 'L'	Easton	2 nos				
15.	Compound Bow Box	SRS	2 nos				
16.	Telescope wd stand	Celestron/ Aval	2 nos				
17.	Arrow puller	Avalon	2 nos				
18.	Bow Scale	Cartel	2 nos				

19.	D-Lupr thread	BCY/ meter	2 nos				
20.	Allen key	Gorrilla	2 nos				
21.	Compound serving thread	BCY 3D	2 nos				
22.	Serving Zig	Avalon	2 nos				
23.	Portable Bow Press	Imported	2 nos				
24.	Singal B bar	Doinker	2 nos				
25.	Short bar 10"	Doinker	2 nos				
26.	Relige pouch	Fivics/ SRS	2 nos				
27.	Bow weight	S.S. Steel	2 nos				
		Total	54 nos.				

We agree to supply the above goods/items in accordance with the technical specifications for a total contract price of Rs. _____ (Rupees _____) within the period specified in the Invitation for tender

Date:

[Signature and Seal of the Firm/Company/Agency]