

INDIAN MARITIME UNIVERSITY
KOLKATA CAMPUS

Tender no :

IMU-KC/AR/FPFF/6

Dated : 17.09.2018

Sub: Request for quotations from Maritime Training Institutes(MTIs) for Mandatory practical fire fighting training to cadets and students of Indian Maritime University, Kolkata Campus at the approved fire mock-up facility and involving fire fighting/safety equipments for conducting Fire Prevention & Fire Fighting (FPFF) course

IMU- Kolkata Campus invites eligible Maritime Training Institutes to quote for providing the below mentioned training to its 250 students:

Mandatory practical fire fighting training at the approved fire mock-up facility and involving fire fighting/safety equipments
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A) Eligibility Criteria

The tender is invited in SINGLE BID SYSTEM and is open to all MTIs who fulfil the following eligibility criteria:

- (i) The MTI should have mandatory approval from the Directorate General of Shipping (DGS) for conducting FPFF Course.
Documentary proof to be attached.
- (ii) The MTI has to have the mock-up facility in Kolkata.
- (iv) The MTI should have the Mock Up for conducting the practical drill for (FPFF) course pertaining to STCW (Standards of Training, Certification and Watchkeeping for Seafarers) as approved by DGS. **Outsourcing to other external MTIs is strictly prohibited.**

B) Terms & conditions

The bids are invited in the 'Single Bid System', i.e. comprising Technical Bid and Financial Bid.

- i) Both the technical and price bid should be enclosed in separate envelopes which should be marked 'RFQ for practical firefighting training to students of IMU-KC for conducting **Fire Prevention & Fire Fighting (FPFF) Course**'.
- ii) The bidder shall have to pay the Earnest Money Deposit (EMD) of Rs. 10,000.00 in the form of Demand Draft drawn in favour of 'Indian Maritime University, Kolkata Campus' on any nationalised bank, payable at Kolkata, along with the bid.
- iii) Tender form can be downloaded from www.merical.ac.in.
- iv) Rates should be quoted both in words and numbers. GST is required to be shown separately.
- v) Submission of multiple bids by a single bidder will lead to rejection of the bids and IMU-KC may black list such bidders from future participation.
- vi) **Last date of submission of quotation is 24.09.2018 on or before 1200 Hrs. Tender will be opened at 1230 hrs on same date.**

- vii) 250 Cadets will undergo the training, in batches of 20 – 24 cadets each. Hence, approx. 11 batches will be sent & each batch will undergo one day practical training.
- viii) The course will start within 3 weeks of the tie-up being formalised. If there is any delay in commencement, then penalty will be charged at 1 % of total cost, per week or part of a week subject to maximum of 10% of total cost.
- ix) The tenders are to be submitted in a sealed envelope, clearly super-scribing '**Tender for Tie-up with Indian Maritime University, Kolkata Campus, for conducting Fire Prevention & Fire Fighting Course**'. It should be addressed to 'The Director, Indian Maritime University-Kolkata Campus' and should be sent to the address: The Director, Indian Maritime University-Kolkata Campus, P - 19, Taratala Road, Kolkata - 700 088 by post, before due date & time. The bids can also be submitted in person, in the tender box kept at the Deputy Registrar's office (Room No. 130), by the aforementioned date and time.
- x) IMU-KC takes no responsibility for tenders received in torn, opened or mutilated condition. Such tenders may not be accepted at all and are liable for rejection. The envelope should not be sealed with stapler pins. The bidders not following the prescribed format as per tender are liable for rejection under sole discretion of IMU-KC. Bids sent through any other mode such as e-mails will not be entertained.
- xi) Payment will be made through Bank Transfer after successful completion of the supply.
- xii) IMU-KC reserves the right to cancel the bidding process at any time without assigning any reason.

Director

Technical Bid

Table - I

Sl.	Eligibility Criteria details	Bidders Confirmation
A	Whether holding approval certificate/licence from Directorate General of Shipping (DGS)? Documentary proof to be attached.	
B	Whether having the mock-up facility in Kolkata? Proof of address to be attached.	
C	Whether signed & submitted the Annexures III, IV, V & VI?	

Table – 2

Sl	Particulars	Bidders Confirmation / Details	Details of Proof enclosed
A	Whether the Bidder has attached EMD as stated in tender from Nationalized or scheduled bank [YES/NO]		Original DD No. _____ enclosed with technical bid

Authorized Signatory with Seal/Stamp (bidder)

Annexure-II**Price Bid**

Sl. No.	Name of Item	No. of Cadets	Fee Per Cadet Training in Rs.	GST Rs.	Total Fee Rs.
1.	Fire Prevention and Fire Fighting (FPFF) course	250			
Grand Total: Rs.					

Authorized Signatory with Seal/Stamp (bidder)

PRICE BID FORM

(to be submitted in Service Providers' Letter Head)

To,
The Director,
Indian Maritime University - Kolkata Campus,
P-19, Taratala Road,
Kolkata – 700088.

Date:

Sir,

Response to RFQ for practical firefighting training to students of IMU-KC for conducting Fire Prevention & Fire Fighting (FPFF) Course

We are interested in getting our Institute selected in your organization as a Partner Institute vide our response to the **RFQ**.

We have read and understood the details as given in the tender information regarding the Eligibility Criteria and Terms and Conditions for the selection of bidder for the tender '**Request for quotations from Maritime Training Institutes(MTIs) for Mandatory practical fire fighting training to cadets and students of Indian Maritime University, Kolkata Campus at the approved fire mock-up facility and involving fire fighting/safety equipments for conducting Fire Prevention & Fire Fighting Course (FPFF) course**' and the same are acceptable to us. We have been given all the required information from IMU-KC. We certify that we are eligible as per laid Terms.

We understand that the Cost comparative statement will be prepared for the said service and L1 will be evaluated and decided on the basis of our eligibility on the points under the Eligibility Criteria and the most competitive and the **lowest rate** quoted by participating and eligible bidders.

In case of any ambiguity between arithmetic calculations, the rates will be considered correct and the amount will be derived on the basis of the rates quoted and the quantity originally mentioned in the Tender.

The deployment/ commissioning of services will be done as per Eligibility Criteria specification and Terms and Conditions laid down by IMU-KC in their RFQ notice/intimation.

The final decision however on selection of the Service Provider will be at the discretion of the tendering authority in IMU-KC.

Authorized Signatory with Seal/Stamp (bidder)

TO WHOMSOEVER IT MAY CONCERN

(to be submitted in Service Providers' Letter Head)

To,
The Director,
Indian Maritime University – Kolkata Campus,
P-19, Taratala Road,
Kolkata – 700088.

Date:

Subject: Signing Authority Letter

Dear Sir,

This is with reference to the tender for 'Request for quotations from Maritime Training Institutes(MTIs) for Mandatory practical fire fighting training to cadets and students of Indian Maritime University, Kolkata Campus at the approved fire mock-up facility and involving fire fighting/safety equipments for conducting Fire Prevention & Fire Fighting Course (FPFF) course.

We hereby authorize (Name of the bidder's official with designation) to sign the said bid on the behalf of (Name of the Bidder Company).

For (Name of the Bidder Institute)

Authorized Signatory
(Seal & Stamp)

TO WHOMSOEVER IT MAY CONCERN

(to be submitted in Service Providers' Letter Head)

To,
The Director,
Indian Maritime University – Kolkata Campus,
P-19, Taratala Road,
Kolkata – 700088.

Date:

Subject: Letter of Acceptance of the Terms & Conditions

Dear Sir,

This is with reference to the tender for “Request for quotations from Maritime Training Institutes(MTIs) for Mandatory practical fire fighting training to cadets and students of Indian Maritime University, Kolkata Campus at the approved fire mock-up facility and involving fire fighting/safety equipments for conducting Fire Prevention & Fire Fighting Course (FPFF) course.

We are agreeable to all the terms and condition mentioned in the tender.

For (Name of the Bidder Institute)

Authorized Signatory
(Seal & Stamp)

TO WHOMSOEVER IT MAY CONCERN

(to be submitted in Service Providers' Letter Head)

To,
The Director,
Indian Maritime University – Kolkata Campus,
P-19, Taratala Road,
Kolkata – 700088.

Date:

Subject: Letter declaring mock-up facility located in Kolkata.

Dear Sir,

This is with reference to the tender for “Request for quotations from Maritime Training Institutes(MTIs) for Mandatory practical fire fighting training to cadets and students of Indian Maritime University, Kolkata Campus at the approved fire mock-up facility and involving fire fighting/safety equipments for conducting Fire Prevention & Fire Fighting Course (FPFF) course.

We hereby declare that we have the mock-up facility located at Kolkata, at the address:

_____ ,
where we have been operating since _____ (Date in dd/mm/yyyy/).

For (Name of the Bidder Institute)

Authorized Signatory
(Seal & Stamp)