NOTICE

INVITING TENDERS FOR SETTING UP OF
"CYLINDRICAL AQUARIUM IN THE PROPOSED SIGNATURE STALL OF MPEDA"

The Marine Products Export Development Authority (MPEDA), Ministry of Commerce and Industry, Govt. of India invites tenders for submission of design, setting up and maintenance of Cylindrical Aquarium in the Signature Stall proposed to be set up by MPEDA in its Headquarters at Panampilly Nagar, Kochi, Kerala.

The concept of signature stall is to inform, educate, and entertain the visitors by showcasing marine products sector of India in a nutshell involving its production and processing sectors, value addition, so as to serve as a platform for export promotion of value added and high value products. The signature stall will have display of live ornamental and food fish available in India as a part.

The sealed tenders along with an Earnest Money Deposit of Rs 1 lakh (Rupees One Lakh) in the form of Demand Draft or Multicity Cheque (payable at par) in favour of Secretary, MPEDA, Kochi, shall reach the following address not later than 5pm on 27 November 2017.

Joint Director (Aquaculture)
The Marine Products Export Development Authority
MPEDA House, Panampilly Avenue,
Kochi — 682 036, Kerala

Eligibility Criteria
1. The bidder should have ‘sufficient knowledge, experience, reference material and expertise in designing, setting up and maintenance of aquascape with all the required state-of-the-art infrastructure facilities’.

2. The bidder shall do the work in an aesthetic and appealing manner in line with the existing dimensions of space available in the designated area.

3. The bidder should have a dedicated team capable to ensure that the manpower in hand is capable of executing the works as described in (1) above.
4. The bidder should have at least 5 years of experience in executing the works as described in (1) above.

5. The bidder should have an annual turnover of at least Rs. 25 lakh (Rupees Twenty Five Lakh) average for last three years.

**Scope of Work**

The project space envisaged for Aquascape is a part of the Signature Stall with a total built up space of approx. 2800 sq.ft.

Subject to overall supervision and control by MPEDA, the scope of services to be provided will include:

1. Design, setting up and maintenance of ONE cylindrical aquarium for displaying exotic fresh water ornamental fishes with a desired dimension* of 3’D x 10’H. The engineering lay out of the assigned areas of work is given in Annexure C.

2. Design, setting up and maintenance of aquarium tanks for displaying exotic and indigenous fresh water / marine ornamental and food fishes in various dimensions and varied numbers.

3. Make of the materials/ equipment - All the material and equipment used such as the acrylic (Scratch Proof), filter, base material, glass, aeration / carbon dioxide / water pumps, silicon tubes, air stones, foam fractionators, oxygen injectors, lighting etc. shall be of German or Japanese make.

4. Operational parameters to be maintained – the measures adopted by the bidder to minimize the operational cost as well as eco-friendly, energy saving practices (recirculation, rainwater harvesting, solar / wind power generation, natural lighting, automation, duty standby of all the equipment to reduce the wear tear etc.) may be specified in the bid.

5. Annual Maintenance Contract - The bidder shall be responsible for the complete operation and maintenance of aquarium for a period of three years from the date of commissioning. The indicative lists of works covered under AMC are as follows:
(a) AMC is applicable to all the components of the cylindrical aquarium.

(b) The AMC will be executed from the date of completion of the defect liability period of 1 year onwards.

(c) All the Aquarium systems should be attended round the clock to check the functions of the system in perfect satisfaction of MPEDA.

(d) AMC should cover all the materials and equipment of the systems such as filtration facilities, water quality management, aerators/carbon dioxide/water pumps, silicon filter, air stones, foam fractionators, oxygen injectors, lighting etc.

(e) Apart from the system components, the AMC should include the replacement of both edible and ornamental fishes, plants etc. following quarantine in case of mortality/disease.

(f) Proper maintenance/replacement of all marine/fresh water aquatic vegetation.

(g) It also includes attending to emergency calls at any time.

6. In rendering the required services as per the scope of work, the bidder will be required:

   (a) To be subject to MPEDA's overall supervision and control.

   (b) To provide all such services as may be reasonably required by MPEDA for the design, setting up and maintenance of the aquarium.

\* (W=Width; L= Length; H = Height; D- Diameter)

**Payment Terms**

MPEDA will pay 30% advance payment of the approved project cost while accepting the final design, drawings and lay out of the aquarium. Another installment of 40% on putting up the base structures such as aquaria, recirculation facility etc, 20% on commissioning to the entire satisfaction of MPEDA and the remaining 10% payment will be done after the defect liability period of 1 year.
**Timeline of the project**

<table>
<thead>
<tr>
<th>Months</th>
<th>One</th>
<th>Two</th>
<th>Three</th>
<th>Four</th>
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<tbody>
<tr>
<td>Project finalisation</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Installation of basic structures</td>
<td>x</td>
<td>x</td>
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<tr>
<td>Commissioning</td>
<td></td>
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**GENERAL INSTRUCTION TO BIDDERS AND SPECIAL CONDITIONS**

I. Sealed Tenders shall be submitted in two SEPARATE envelopes consisting of the following:

   **A. Envelope 1:** Part - I - Technical Bid accepting terms and conditions of the tender furnishing details as per Annexure A.

   An Earnest Money Deposit (EMD) of Rs 1 lakh (Rupees One lakh only), by way of Demand Draft or Multicity Cheque (payable at par) drawn on any Bank in favour of Secretary, MPEDA, Kochi shall be enclosed in a sealed cover and attached to the technical bid.

   **B. Envelope 2:** Part- II - Financial Bid as per Annexure B.

   Both covers should be properly sealed and clearly super-scribed as:

   "Part-1 Technical Bid - Tender for setting up of Cylindrical Aquarium in the signature stall of MPEDA"

   and

   “Part- II Financial Bid- Tender for setting up of Cylindrical Aquarium in the signature stall of MPEDA”
Tenders should be addressed to Joint Director (Aquaculture), The Marine Products Export Development Authority, MPEDA House, Panampilly Avenue, Kochi — 682 036, Kerala, with respective cover details, so as to reach not later than 5 pm on 27 November 2017.

1. Bids that are not submitted in two separate covers shall be summarily rejected.

2. No Tender will be entertained after 5 pm on 27 November 2017 under any circumstances, whatsoever.

3. (a) Part - I: Technical Bid will be opened on 28 November 2017 at 11.15 am.

   (b) The bidders will be required to make an audio visual presentation (Power Point or any appropriate format) of maximum 15 minutes duration about the concept and designs proposed.

   (c) Bidders who score a minimum of 80% marks in the Technical bid and presentation will only be qualified for opening of their financial bids.

4. Part – II : Financial Bid of the technically qualified bidders will be opened on the same day or later, which shall be advised separately to the bidders.

5. Technical Bid will be evaluated by the committee identified by MPEDA.

6. The bidder must substantiate all claims made in the Technical Bid by submitting the copies of the following documents as enclosures to the technical bid:

   (a) Copy of Annual Reports / Audited Balance Sheet, and IT Return for the last 3 years ie; Financial Years 2016-17, 2015-16 and 2014-15

   (b) Statement of Experience (including name of clients(s), nature of project and number of years) in executing aquarium related work.

   (c) PAN, TAN, ST No. & Service Tax No., GST / VAT No. (whichever is applicable)

   (d) Profile of Management Team, Organization Structure, Employee Strength
8. The Tender shall remain valid for an acceptance period of 45 days from the date of opening the financial bid and the bidder shall not cancel or withdraw the tender during this period, failing which the EMD submitted will be forfeited.

9. (a) Each page of the Tender document shall be signed by the person or persons submitting the tender as a token of his/their having acquainted himself/themselves with the Eligibility criteria, Scope of work, General Conditions of the Tender, General Specifications, and Special Conditions etc., as laid down. **Any tender with any of the documents not so signed will be rejected.**

   (b) The tender submitted on behalf of a firm shall be signed by the person who has the necessary authority on behalf of the firm to enter into the proposed contract. Otherwise the tender may be rejected by MPEDA.

10. MPEDA reserves the right to reject / fail any applications without assigning any reasons thereof. Mere submission of an offer to MPEDA does not entitle an applicant to any benefits / rights / preference. Canvassing in any form is prohibited and will lead to disqualification.

11. The bidder shall keep confidential all the information relating to work or to any other aspect of MPEDA’s business that comes into his possession as a result of or in connection with this work.

12. The EMD deposited by the successful bidder shall be kept in possession by MPEDA as a security deposit for a period of minimum 3 years or till the completion of AMC, whichever is later.

**II. BIDDER TO INFORM HIMSELF FULLY:**

(e) Photographs/ Videos of projects undertaken
1. MPEDA shall be the sole owner of the installations after successful commissioning and the contractor or anybody representing him shall not have any claim whatsoever on the works after commissioning.

2. The contractor shall indemnify MPEDA against any loss/claim whatsoever in respect of the workers employed by the contractor for construction and also for AMC.

3. Any statutory payments/remittances like EPF contribution in respect of the workers shall be the sole responsibility of the contractor.

4. If the bidder shall have any doubt as to the meaning of any portion of the general conditions, or the special conditions or the size and scope of the work or the specifications and drawings or any other matter concerning the contract he shall in good time, before submitting his tender, put forth the particulars thereof and submit them to MPEDA in writing in order that such doubts may be clarified authoritatively in writing before tendering. Once a tender is submitted the matter will be decided according to tender conditions in the absence of such authentic pre-clarification.

5. The bidder may also visit the site at MPEDA Head Office to know about the requirements in person on any working day during office hours.

In case of any clarification, you may please contact the following official on any working day during office hours:-

Joint Director (Aquaculture)  
The Marine Products Export Development Authority  
MPEDA House, Panampilly Avenue,  
Kochi — 682 036, Kerala  
Tel. No.: 0484-2317762  
Email : anilkumarp@mpeda.gov.in

I/We hereby declare that I/We have read and understood the above instructions for the guidance of bidders.
Authorised Signatory’s Name:

Date:

Place:

Seal:
## TECHNICAL BID

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<tr>
<th>SI. No.</th>
<th>Description</th>
<th>Details</th>
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<tbody>
<tr>
<td>1.</td>
<td>Name of the bidder</td>
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<td>2.</td>
<td>Address — Office</td>
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<td></td>
<td>(With Name of the contact person and telephone &amp; fax numbers and email address)</td>
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<td>3.</td>
<td>Local sales tax Registration No., PAN, TAN, and VAT No. or GST no.</td>
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<td>4.</td>
<td>EMD details (DD/Multicity cheque No., Bank’s branch etc)</td>
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<td>5.</td>
<td>Banker and their address, A/c No. with RTGS/NEFT details.</td>
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<td>6.</td>
<td>Constitution of the company</td>
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<td>7.</td>
<td>Whether you have minimum 5 years of experience in designing, setting up and maintenance of aquarium systems?</td>
<td>Yes / No</td>
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<td>If Yes, specify the years of experience.</td>
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<td>8.</td>
<td>Whether you have done any similar projects for any other government organizations/institutions in the past.</td>
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<td>If yes, give details with client credentials</td>
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Checklist for documents enclosed:

(2) Copies of satisfactory work completion certificates from the clients (at least three).

(3) Statement of Experience (including name of clients(s), nature of project and number of years) in executing the project similar to the scope of work mentioned above.

(4) PAN, TAN, ST No. & Service Tax No., GST/VAT No. (whichever is applicable).

(5) Profile of Management Team, Organization Structure, Employee Strength.

(6) Photographs of office/facility.

(7) The Signatory of the tender should be duly authorized by the concerned firm to sign these kinds of tender documents on behalf of the firm. Authority given by the firm to the signatory of the tender document to be attached.

(8) Proof of 5 years of experience in designing, setting up and maintenance of aquarium systems.

(9) Acceptance of all the terms and conditions stipulated in the tender document by signing on each page of the document.

I / We confirm that the information provided above is correct to the best of my knowledge and any concealment of facts will read to my disqualification at any stage by the Authority.

Authorized Signatory's Name:

Date :

Place:
## FINANCIAL BID

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<thead>
<tr>
<th>Sl. No.</th>
<th>Cost per installation (Rs)</th>
<th>Taxes (Rs)</th>
<th>Total (Rs)</th>
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<tbody>
<tr>
<td>1. Designing and setting up of :</td>
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<tr>
<td><strong>Cylindrical Aquarium system</strong> (may quote per unit volume)</td>
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<td>2. Annual Maintenance of aquarium systems for a period of 3 years.</td>
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**Note:**

Bidder must submit all inclusive quotation indicating the cost of completing the job, mentioned under ‘Scope of Work’.

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