
INVITATION
FOR
REQUEST FOR PROPOSAL (RFP)
FOR

**Purchase of 700 chairs for convention centre coming up in AMTZ
campus, Visakhapatnam**

Andhra Pradesh MedTech Zone (AMTZ), Visakhapatnam

Section – I

Instructions to the Bidders

Andhra Pradesh MedTech Zone (AMTZ herein after referred as “Authority”) invite applications for the purpose of Purchase of chairs for the Convention Centre being built in the AMTZ campus, near Vizag Steel Plant, Visakhapatnam from established Private / Public sector units in furniture business.

1. The information to be furnished for Request For Proposal (RFP) is given in Annexure–A. Interested parties can submit the RFP along with Annexure-A duly filled in with all relevant supporting documents as mentioned in the RFP document.
2. A Pre-bid meeting of all the Bidders may be convened, if required at AMTZ with a purpose of, to clarify the requirements as envisaged by the Authority and to address the queries, if any.
3. The RFP’s submitted should be sealed properly and marked “RFP for Chairs for Convention Centre INAC” so as to reach the following address on or before 31st October 2018 till 11:00 hrs.

To:

The Vice-President (Administration)
Andhra Pradesh MedTech Zone (AMTZ)
AMTZ Administrative Office Building
AMTZ Campus, Adjacent to Pragati Maidan
Vizag Steel Plant, Visakhapatnam-530032
Andhra Pradesh, India
Phone: +91 8885092122, Email: info@amtz.in

The RFP bids shall be opened on 31st October 2018 at 03:00 PM.

AMTZ may at its discretion, extend this deadline for the submission of RFP by amending the RFP documents in which case all rights and obligations of AMTZ and bidders previously subject to the deadline will thereafter be subjected to deadline as extended.

4. To assist in the examination, evaluation and comparison of RFP, AMTZ at their discretion can ask the bidder for the clarification of its RFP. The request for clarification and the response shall be in writing. However, post submission of RFP, no clarification at the initiative of the bidder shall be entertained.
5. Bidders if they choose, may prior to submitting their Request for Proposal (RFP), visit AMTZ, with prior appointment.

6. Bidders may be called for making a presentation before the committee, if felt needed.
7. Authority may visit bidder's facilities for assessment.
8. At any time before the submission of RFP, the Authority may carry out amendment(s) to this RFP document and/or the schedule. The amendment will be made available on our website (<https://amtz.in/>) and will be binding on the bidder. The Authority may at its discretion extend the bid schedule for the submission of proposals.

Floating of RFP	:	16 th October 2018
Pre-bid Meeting	:	24 th October 2018 at 11:00 AM
RFP Submission	:	31 st October 2018 at 11:00 AM
Technical Bid Opening	:	31 st October 2018 at 03:00 PM
Financial Bid Opening	:	31 st October 2018 at 05:00 PM
TENDER APPLICATION FEE	:	Rs. 10,000/- (Ten Thousand Only)*

*Payable by Demand Draft drawn in favour of AMTZ Ltd., payable at Visakhapatnam or by online payment to AMTZ account along with the bid documents.

9. The Authority reserves the right to accept or reject any application without assigning any reason thereof.
10. Bids that are incomplete in any respect or those that are not consistent with the requirements as specified in this document or those that do not adhere to formats, wherever specified may be considered non-responsive and may be liable for rejection and no further correspondences will be entertained with such bidders.
11. Canvassing in any form would disqualify the applicant.
12. For any clarifications on the Request for Proposal, the following may be contacted through email/-/Letter

The Vice-President (Administration)
Andhra Pradesh MedTech Zone (AMTZ)
AMTZ Administrative Office Building
AMTZ Campus, Adjacent to Pragati Maidan, Vizag Steel Plant
Visakhapatnam-530032, Andhra Pradesh, India
Phone: +91 8885092122,
Email: info@amtz.in

Section II

Description of the company AMTZ

Andhra Pradesh MedTech Zone (AMTZ)

Andhra Pradesh MedTech Zone (popularly known as AMTZ) is an enterprise under the Government of Andhra Pradesh, a 270 Acre zone, dedicated for Medical Device Manufacturing. The objective behind this 'One-Stop- Solution' is not only to reduce the cost of manufacturing up to 40% or to just simplify the end-to- end operations but also to reduce the import dependency, which is presently around 75%. AMTZ envisions to put India on the global map of high end medical equipment production and make health care products affordable and accessible not only for India but for world at large.

The creation of such a zone is based on the fact that medical devices manufacturing requires certain high investment facilities which are too capital intensive for individual manufactures to invest upon. The zone with in-house high investment scientific facilities would help manufacturers reduce the cost of manufacturing by more than 40%-50%. Currently, due to lack of such centrally located sharable facilities, either manufacturers do not undertake production of technologies requiring them or send their products abroad for process up-gradation and value addition. While the zone would have all such facilities in-house to reduce manufacturing process costs, it would be in an area which is well connected with Railways, Roadways, Waterways and Airways with near presence of Industrial Corridors, and Port to reduce logistical costs.

The required infrastructure for industry facilitation is being developed by AMTZ. While the manufacturing units shall be leased out, Common manufacturing facilities shall be created on Build and Operate Model. AMTZ visualizes establishing state of the art civil and electrical infrastructure for industry to walk in and establish the interiors of their units/assemblies in least amount of time possible.

Common Scientific Facilities (CSF):

AMTZ is developing the Zone, consisting of capital intensive Common Scientific Facilities (CSF) for required for facilitating the manufacture of electronic, electrical, electromedical, radiological and biomaterial medical devices.

Section III

Scope and specifications

A brief description of the requirements / specifications of chairs being proposed to be procured is given below:

AMTZ, a Government enterprise has embarked on establishing a world class convention center with a seating capacity for more than 1200 persons. The convention centre is at advanced stage of construction and AMTZ propose to purchase chairs of indicated specifications to meet its furniture requirements. The purpose of this RFP is to invite proposals for chairs suited for such large convention centres.

As part of procurement of permanent infrastructure, AMTZ proposes to buy 700 chairs with the below specifications.

The delivery is expected to be made on or before November 25, 2018.

Specifications:

1. Category I

MS CHAIR WITH ARM REST

Type: Stackable

Seat Size: 17" X 17"

Backrest Size: 16" X 16"

Height :18" to Seat Level

Plywood:12mm thick support needed

Pipe Specifications:

MS Pipe: 25mm Dia/25mmX25mm

Thickness: 18g

Armrest: Soft Rubber

Powder Coated

Foam Specs

Seat: 2" PU Foam

Back rest:1" PU Foam

2. Category II

MS Conference Chair

Pipe Size: 18mm-25mm Dia

Colour: Powder Coating

Foam:

Seat: 40mm to 50mm Thickness

Backrest:15-25mmThickness

Cloth: Approximate weight -370gms

Armrest Support needed

Stackability purpose to be served (*chairs need to be stacked one on top of another easily when not in use*)

Request for Proposal

Andhra Pradesh MedTech Zone (AMTZ herein after referred as “Authority invite applications for the purpose of Purchase of 700 chairs of indicated specifications from reputed private/public sector units (An Indian registered legal entity or a Foreign entity registered in India) with relevant experience in the field furniture. The Bidders are required to submit their ‘Request for Proposal’ in the format given in Annexure-A.

5.1 The Bidder will be shortlisted based on the information furnished in Annexure-A and assessment of the manufacturing facilities, sales & marketing, service & maintenance network, financial capability and general company profile by the assessment committee constituted.

5.2 Request for proposal should clearly spell out the following extent of interest:

Bidders ability/ experience to supply requiresite number of chairs along with After Sales Service and Maintenance.

5.3 The submission of the RFP shall include all such documents that are specified herein to prove the authenticity of their offer and any claim made therein. The burden of proving such claims shall lie with the bidder.

5.4 All cost and expenses associated with submission of RFP shall be borne by the Bidder while submitting the RFP. AMTZ shall have no liability in any manner in this regard or if it decides to terminate the process of short listing for any reason whatsoever.

5.5 Selection of Bids

The selection of Eligible Bidder shall be made on the basis of evaluation of parameters of eligibility **indicated in these documents and the lowest bidder shall be considered for selection, on the basis of the information provided in the financial bid statement of Annexure B**

The following details should be submitted along with RFP

(The information is to be furnished on the company's letter head duly signed on each page)

A	COMPANY PROFILE
1.	Name of the Organisation: Website:
2	Name of the contract person: Name: Address: Telephone: Fax: E-mail:
3	Year of Incorporation
4	Type of Organization (Public Limited/Private Limited/LLP/Partnership Firm/ Proprietary Firm/ Society/ Any other)
5.	Address of the registered Office:

Annexures

Annexure A – Bid Form

(To be submitted on the organisation's letterhead under the signature of the authorized person)

To,
The Vice President (Administration),
Andhra Pradesh MedTech Zone,
AMTZ Administrative Building,
Near Steel Plant, Visakhapatnam

Reference No.:

File No.

Subject: “Tender for

Dear Sir,

We hereby submit our tender for collaborating with the

We hereby agree to all the terms and conditions, stipulated by the in this connection including delivery, penalty etc. quotations for each group are being submitted under separate covers and sheets and shall be considered on their face value.

We have noted that overwritten entries shall be deleted unless duly struck out & re-written and initiated. Tenders are duly signed (No thumb impression should be affixed).

We undertake to sign the contract/agreement within 30 (thirty days) from the issue of the letter of acceptance and start the work as per instruction immediately, failing which our / my name may be removed from the list of service providers/suppliers at the

We agree that until a formal contract is prepared and executed, this bid together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.

We understand that you are not bound to accept the bid you may receive.

We have gone through all terms & conditions of the tender documents before submitting the same and accept the same.

Yours faithfully.

Signature of the Authorised Signatory of Bidder

Full Address

(with seal of organisation)

Annexure B – Financial Bid

[On the Letter head of Bidder and should be separately sealed as per instruction]

Reference No.:

Date:

To,

The Vice President (Administration),
Andhra Pradesh MedTech Zone,
AMTZ Administrative Building,
Near Steel Plant, Visakhapatnam

Sir,

I/ We hereby submit the following for supplying the products listed in the RFP:–

Particulars	Amount in INR for 700 chairs	Amount in INR for one chair (pro-rata basis of column 2)
Category I MS CHAIR WITH ARM REST: Total price of 700 chairs as per specifications indicated in this RFP *		
Category II : MS Conference Chair Total price of 700 chairs as per specifications indicated in this RFP		

NB:

- 1. the shortlisted bidders selected based on checklist provided for submission of documents, shall be considered for final selection as per price quoted above*
- 2. * bidders in Category I to provide consolidated price for all 700 chairs*

3. # * bidders in Category II to provide consolidated price for all 700 chairs
4. The competent authority reserves the right to select any of categories or both the categories in Category I and Category II and the decision of the competent authority shall be final in this regard.
5. For both categories, bidders are required to attach product wise list indicating individual prices for each of the product, with minimum number for chairs that would be supplied at the quote price if the authority decided to procure less than 700 also. This would enable the selection of eligible bidder in case of exercising option 4 above.
6. The lowest price quoted by a bidder of all the bids received shall qualify for selection , subject to qualifying the RFP conditions and the commitment to supply chairs within specified timeframe, taking into consideration the credibility of the supplier, service to be provided, quality of the products, contract validity, credit limit extended etc.

Annexure C – Letter for Self-Declaration

(On the letterhead of the Organization)

To,

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.....
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Dear Sir,

In response to the reference No. _____ Dt. _____ of Ref.

I/We hereby declare that our organisation _____ is having unblemished past record and was not declare ineligible for corrupt & fraudulent practice either indefinitely or for a particular period of time by any Govt./PSU/Private Organization.

Thanking you

Signature and Seal of the Bidder

Name:

Date:

Representative Signature _____

Annexure D – Power of Attorney

POWER OF ATTORNEY FOR SIGNING OF BID

Know all men by these presents, We, _____(name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorise Mr. _____/ Ms _____(Name), son/daughter/wife of _____and presently residing at _____, who is {presently employed with us/ the Lead Member of our Consortium and holding the position of _____,} as our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our bid for the " **Bid for.....**" including but not limited to signing and submission of all applications, bids and other documents and writings, participate in bidders' meetings and other conferences and providing information /responses to the Authority, representing us in all matters before the Authority, signing and execution of all contracts including the Concession Agreement and undertakings consequent to acceptance of our bid, and generally dealing with the Authority in all matters in connection with or relating to or arising out of our bid for the Project(s) and/or upon award thereof to us and/or till the entering into of the Concession Agreement with the Authority or any entity representing the Authority.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, _____, THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS _____ DAY OF _____, 20**.

For

.....

(Signature)

Witnesses:

(Name, Title and Address)

- 1.
- 2.

{Notarised}

Accepted

.....

(Signature)

(Name, Title and Address of the Attorney)

Notes:

- *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.*
- *Also, wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.*
- *Power of Attorney should be executed on a non judicial stamp paper of appropriate value as relevant to the place of execution (if required under applicable laws).*
- *For a Power of Attorney executed and issued overseas, the document will also have to be legalized by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney is being issued.*