

Composite Regional Centre for Skill Development, Rehabilitation & Empowerment of Persons with Disabilities

(Under the Administrative Control of NIEPID, Secunderabad)
Department of Persons with Disabilities (Divyangjan)
Ministry of Social Justice & Empowerment
B-Block, Devaraj Urs Layout,
Davangere - 577 006
Tele: 08192-233464

Ref.:CRC-DVG/S&P/E&I/12

Dt. 08/05/2019

NOTICE INVITING TENDER

E-tenders are invited for supply of psychological assessment tools from Manufacturers/Authorised Dealers. The quotations are to be submitted on or before 29/05/2019 by 1500 hrs. as per the terms and conditions prescribed. For further details please log on to website: www.eprocure.gov.in.

TENDER SCHEDULE

| Ser. | Description | Schedule |
|-------------|---|--|
| 1. | Name of the work | Supply of Psychological assessment tools |
| 2. | Estimated value of the tender | Rs.6.00 Lakhs |
| 3. | Earnest money deposit (EMD) | Rs.12,000.00 |
| 4. | Cost of tender document | Nil |
| 5. | Last date & time for submission of tender | 28/05/2019 by 1500 hrs. |
| 6. | Tender opening date & time (only Technical bid) | 29/05/2019 by 1530 hrs. |

Director

Tenders are invited for Supply of "Psychological Assessment Tools" as per details and specifications shown in **Annexure- 02**

TERMS & CONDITIONS

(A) ELIGIBILITY CRITERIA:

The tenderers must fulfill the following eligibility criteria failing which their offer will be summarily rejected: -

1. The tenderer must possess required valid licenses, Registration etc. issued by the Competent Authority as per law.
2. If the tenderer is the authorized dealer/sole distributor of tools, the Certificate to this effect should be attached (not applicable for the manufacturer of the product).
3. The tenderer must have completed satisfactorily during the last 03 Financial Years (2015-16, 2016-17 and 2017-18) and the Current Financial Year combined and three supply orders of Rs.6 Lakhs or more issued by any Govt./Autonomous/PSU Organisation (Central or State) for supplying the same or similar item.
[N.B.: (i) the supply in progress irrespective of any value against any supply order not satisfactorily completed/executed shall not be considered; (ii) Supply in any private organization shall not be considered.]
4. The tenderer must have the annual turnover of at least Rs.12,00,000.00 (Rupees Twelve Lakhs only) or more during each of the last 03 Financial Years (2015-16, 2016-17 and 2017-18).
5. The tenderer must deposit Earnest Money of Rs.12,000/- (Rupees Twelve thousand only). The Earnest Money Deposit is required to be transferred through NEFT/RTGS to "Composite Regional Centre, Davangere, A/c No. 105501621000001, IFSC Code – VIJB0001055, Vijaya Bank, Davangere Branch on or before opening of the tender. The details of UTR Nos. are to be uploaded alongwith the tender document as proof of the payment through NEFT/RTGS.
6. The tenderer must have its own Bank Account, PAN, TAN, GSTIN No.

7. The tenderer must submit the following documents (self-attested) along with the tender (scanned and uploaded with the tender document):

- (a) Documentary proof of the registration/license etc. issued by the Competent Authority.
- (b) Satisfactory completion certificate issued by the concerned Govt./Autonomous/PSU Organization (Central or State) under the signature of the appropriate authority as regards Sl.No.3 above. The certificate must contain: -
 - (i) Full name (with description) of items supplied
 - (ii) Supply order No.
 - (iii) Supply order date
 - (iv) Quantity supplied
 - (v) Value of the complete supplies made
 - (vi) Commencement of date of supply
 - (vii) Completion of date of supply
 - (viii) Whether the supply was made satisfactorily or not.
- (c) Copy of income tax return and annual accounts of the last 03 Financial Years.
- (d) Photocopies of bank account, PAN, GSTIN, TAN Nos. etc.
- (e) The details of UTR No. are to be uploaded along with the tender document as proof of the payment through NEFT/RTGS Earnest Money of Rs.12,000/- (Rupees Twelve thousand only) along with their tender.
- (f) Certificate of dealership/distributorship as applicable.

(B) OTHER TERMS & CONDITIONS:

1.0. Submission of Bids: The tenderer shall upload separately two bids:**Technical Bid** and **Financial Bid**.

1.1 Technical Bid: The technical bid should be submitted on the letterhead of the tenderer addressed to the Director, Composite Regional Centre, Davangere containing the information detailed at **Annexure-01 & 02**.

1.2 Financial Bid:The financial bid should be submitted on the letterhead of the tenderer addressed to the Director, Composite Regional Centre, Davangere strictly in the format at **Annexure-03**.

1.3 Mode of Submission. (i) "Technical Bid" & "Financial Bid"**must be uploaded** separately clearly marked as **"Technical Bid" & "Financial Bid" in eprocurement**.

(iii) Tenders/bids submitted through post/fax will not be considered at all.

1.4 Bid Opening. Technical bids shall be opened first. Subsequently, Financial bids of only those tenderers whose technical bids have been found suitable in accordance with the extant procedure, tender terms and conditions shall be opened.

2.0 **Tender Documents Availability & Cost:** Tender should be submitted online through www.eprocure.gov.in. Select eprocure and in the tenders by organization select National Institute for the Mentally Handicapped and download the tender. The tender will also be available at www.niepid.nic.in under E-Procure Tenders.

3.0 **Validity of Bids:** Tender/Bids must be valid for 120 days from the tender opening date.

4.0 **Tendered Quantity and Variation:** The required quantity of tools is mentioned in the **Annexure-02** and may vary as per the requirement of the Centre.

5.0 **Delivery Period.** The successful tenderer must be able to supply the goods within 30 days from the date of issue of Supply Order. Delayed supply will attract the levy of penalty/liquidated damages.

6.0 **Penalty:** If the suppliers fails to deliver and place any or all the tools or perform the service by the specified date, penalty at the rate of 1% per week of the total order value subject to the maximum of 5% of total order value will be deducted.

7.0 **Payment.** 'Advance Payment' is not allowed in any case. 100% payment will be released after completion of the supply, successful installation and commissioning of goods.

8.0. **Performance Security Deposit.** The successful tenderer shall deposit within 07 days of issue of supply order @5% of the total value of the supply order as Performance Security Deposit with the Centre in the form of Bank Guarantee with validity upto 01 year in the format as mentioned at **Annexure-04**. The performance security deposit shall remain with the Centre and will be returned after 60 days from the satisfactory supply of the goods.

9.0 **Tender Opening:** Tender shall be accepted till 1500 hrs. on __/04/2019. The tenders shall be opened as per following schedule: -

| Bid | Date | Time | Place | Remarks |
|---------------|---|-----------|---|--------------------------------------|
| Technical bid | 29/05/2019 | 1530 hrs. | NIEPID, Manovikas Nagar, Secunderabad-500 009 | Bidders may also witness the opening |
| Financial bid | To be advised to the successful tenderers of Technical Bids | | | |

Financial bids of only those tenderers whose technical bids will be found suitable in accordance with the extant procedure, tender terms and conditions shall be opened.

10.0 **Settlement of Disputes.** In the event of any dispute or difference(s) between the Composite Regional Centre, Davangere and the vendor(s) arising out of non-supply of material or supplies not found according to the 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, Composite Regional Centre, Davangere who may decide the matter himself or may appoint arbitrator(s) under the Arbitration and Conciliation Act, 1996. The decision of the arbitrator shall be final and binding on both the parties. All disputes shall be subject to Jurisdiction of courts at Davangere, Karnataka only.

11.0 **Return of EMD to unsuccessful tenderers.** The unsuccessful tenderers shall be returned of their EMD demand draft within 30 days from issue of Supply Order in favour of successful tenderer. However, the EMD of the successful tenderer shall be retained by the Centre till the Performance Security Deposit of the full amount is deposited by the supplier in the form of Bank Guarantee.

12.0 **Condition of goods.** The supplier must supply the goods in good condition without any defect whatsoever to the satisfaction of the Centre. Any deviation in the material and the specifications from the accepted terms is liable to be rejected and the suppliers need to supply all the goods in the specified form to the satisfaction / specifications specified in the Letter of Award and demonstrate at their own cost.

13.0 **Submission of tender bids by the tenderer.** The tenderers are to be submitted online only upto 1500 hrs. of 29/05/2019.

14.0 The bids sent through Post,Courier or Fax shall not be considered.

15.0 National Institute for the Empowerment of Persons with Intellectual Disabilities, Secunderabad reserves the rights to accept/reject any offer in full or in part without assigning any reason thereof.

Sd/-
Director

TECHNICAL BID PARTICULARS

1. Name of the Tenderer :
2. Full Address of the tenderer :
3. Contact details of tenderer :
(a) Telephone No.
(b) Mobile No.,
(c) Fax No.,
(d) E-mail id
4. Details of Earnest Money Deposit (Rs.12,000/-) :
(UTR No. to be mentioned)
5. List of Documents enclosed:

| Sl.No. | Name of the document | Information to be filled in this column | | Whether photocopies of the documents enclosed (pl. tick) |
|--------|---|---|-----|--|
| 1. | License/Registration (Number) | | | Yes / No |
| 2. | Dealership/Distributorship Certificate (Number) | | | Yes / No |
| 3. | Supply order completion certificate (Name of the organization, value, supply completion date) | | | Yes / No |
| 4. | Income Tax Return (Annual Income during last 03 Financial Years) | 2015-16 | Rs. | Yes / No |
| | | 2016-17 | Rs. | |
| | | 2017-18 | Rs. | |
| 5. | Audited Balance Sheet & Profit and Loss Account Annual turnover during last 03 Financial Years | 2015-16 | Rs. | Yes / No |
| | | 2016-17 | Rs. | |
| | | 2017-18 | Rs. | |
| 6. | Bank Account (Bank Name, Branch & Account No.) | | | Yes / No |
| 7. | PAN (Number) | | | Yes / No |
| 8. | GSTIN (Number) | | | Yes / No |
| 9. | TAN (Number) | | | Yes / No |
| 10. | Submit 03 work orders of the value of 6 lakhs and above from Govt/Autonomous/ PSU organization if any for the preceding 2 years | | | |

7. Detailed specifications of the goods proposed to be supplied by the tenderer (The tenderer must submit the same in the enclosed format only at Annexure-02)

8. Validity period of the Bid:

9. Additional information, if any proposed to be furnished by the tenderer.

Certificate: Certified that we accept all the terms and conditions of the tender documents.

Date :
Place :

Signature of Authorised person
Full name :
Designation:
Seal:

LIST OF PSYCHOLOGICAL ASSESSMENT TOOLS

| Sl. No. | Name of the tool | Quantity |
|----------------|--|-----------------|
| 1. | Developmental Screening Test (Bharath Raj) (DST) | 01 |
| 2. | Gessell's Developmental Schedule (GDST) | 01 |
| 3. | Gessell's Drawing Test (GDT) | 01 |
| 4. | Seguin Form Board (SFB) | 01 |
| 5. | Vineland Social Maturity Scale (VSMS) | 01 |
| 6. | Binet Kamath Test of Intelligence (BKT) | 01 |
| 7. | Draw - A - Person's Test | 01 |
| 8. | Bhatia Battery Performance Test of Intelligence | 01 |
| 9. | Malin's Intelligence Scale for Indian Children (MISIC) | 01 |
| 10. | WAIS/Indian Adaptation (Prabha Ramalingaswami) | 01 |
| 11. | Raven's Coloured Progressive Matrices (CPM) | 01 |
| 12. | Raven's Standard Progressive Matrices (SPM) | 01 |
| 13. | Rorschach Ink Blot Test | 01 |
| 14. | Multi Phasic Questionnaire (MPQ) | 01 |
| 15. | Brief Psychiatric Rating Scale (BPRS) | 01 |
| 16. | Beck's Depression Inventory (BDI-II) | 01 |
| 17. | Children's Apperception Test – Uma Choudhari | 01 |
| 18. | PGI Memory Scale (PGI MS) | 01 |
| 19. | Childhood Autism Rating Scale (CARS) | 01 |
| 20. | Diagnostic Tool for Learning Disability (DTLD) | 01 |
| 21. | Beck Anxiety Inventory (BAI) | 01 |
| 22. | Wechsler Memory Scale 3 rd Edition Indian (WMS) | 01 |
| 23. | Occupational Stress Index (OSI) | 01 |
| 24. | Multi-Dimensional Personality Assessment (Adult Form) | 01 |
| 25. | Multi-Dimensional Personality Assessment (Teenage Form) | 01 |
| 26. | Multi-Dimensional Personality Assessment (Children Form) | 01 |
| 27. | PASSI Test of creativity | 01 |
| 28. | Marital Adjustment Inventory by H M Singh | 01 |
| 29. | Bender Gestalt Visuo-Motor Test (BGT-II) | 01 |
| 30. | Stroop Neuro-Psychological Screening Test | 01 |
| 31. | Neo – 5 Personality Inventory (NEO FFI) | 01 |
| 32. | Vocational Preference Inventory (VPI) | 01 |
| 33. | Developmental Assessment Scale for Indian Infants (DASII) | 01 |
| 34. | Childhood Behaviour Check-List (CBCL) | 01 |
| 35. | Rosenwig Picture Frustration Test for children Indian Adaptation | 01 |
| 36. | 16 Personality Factor Test | 01 |
| 37. | Sentence Completion Test | 01 |
| 38. | Luria Nebraska Neuro-Psychological Battery for Adults | 01 |

FINANCIAL BID

| Sl No | Name | Unit | Qty. | Total Unit Rate (TUR) inclusive of basic cost, freight, taxes, duties etc. | Total Amount (Quantity x TUR) (Rs.) |
|-------|--|------|------|--|-------------------------------------|
| 1. | Developmental Screening Test (Bharath Raj) (DST) | No. | 01 | | |
| 2. | Gessell's Developmental Schedule (GDST) | No. | 01 | | |
| 3. | Gessell's Drawing Test (GDT) | No. | 01 | | |
| 4. | Seguin Form Board (SFB) | No. | 01 | | |
| 5. | Vineland Social Maturity Scale (VSMS) | No. | 01 | | |
| 6. | Binet Kamath Test of Intelligence (BKT) | No. | 01 | | |
| 7. | Draw - A - Person's Test | No. | 01 | | |
| 8. | Bhatia Battery Performance Test of Intelligence | No. | 01 | | |
| 9. | Malin's Intelligence Scale for Indian Children (MISIC) | No. | 01 | | |
| 10. | WAIS/Indian Adaptation (Prabha Ramalingaswami) | No. | 01 | | |
| 11. | Raven's Coloured Progressive Matrices (CPM) | No. | 01 | | |
| 12. | Raven's Standard Progressive Matrices (SPM) | No. | 01 | | |
| 13. | Rorschach Ink Blot Test | No. | 01 | | |
| 14. | Multi Phasic Questionnaire (MPQ) | No. | 01 | | |
| 15. | Brief Psychiatric Rating Scale (BPRS) | No. | 01 | | |
| 16. | Beck's Depression Inventory (BDI-II) | No. | 01 | | |
| 17. | Children's Apperception Test – Uma Choudhari | No. | 01 | | |
| 18. | PGI Memory Scale (PGI MS) | No. | 01 | | |
| 19. | Childhood Autism Rating Scale (CARS) | No. | 01 | | |
| 20. | Diagnostic Tool for Learning Disability (DTLD) | No. | 01 | | |
| 21. | Beck Anxiety Inventory (BAI) | No. | 01 | | |
| 22. | Wechsler Memory Scale 3 rd Edition Indian (WMS) | No. | 01 | | |

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|-----|--|-----|----|--|--|
| 23. | Occupational Stress Index (OSI) | No. | 01 | | |
| 24. | Multi-Dimensional Personality Assessment (Adult Form) | No. | 01 | | |
| 25. | Multi-Dimensional Personality Assessment (Teenage Form) | No. | 01 | | |
| 26. | Multi-Dimensional Personality Assessment (Children Form) | No. | 01 | | |
| 27. | PASSI Test of creativity | No. | 01 | | |
| 28. | Marital Adjustment Inventory by H M Singh | No. | 01 | | |
| 29. | Bender Gestalt Visuo-Motor Test (BGT-II) | No. | 01 | | |
| 30. | Stroop Neuro-Psychological Screening Test | No. | 01 | | |
| 31. | Neo – 5 Personality Inventory (NEO FFI) | No. | 01 | | |
| 32. | Vocational Preference Inventory (VPI) | No. | 01 | | |
| 33. | Developmental Assessment Scale for Indian Infants (DASII) | No. | 01 | | |
| 34. | Childhood Behaviour Check-List (CBCL) | No. | 01 | | |
| 35. | Rosenwig Picture Frustration Test for children Indian Adaptation | No. | 01 | | |
| 36. | 16 Personality Factor Test | No. | 01 | | |
| 37. | Sentence Completion Test | No. | 01 | | |
| 38. | Luria Nebraska Neuro-Psychological Battery for Adults | No. | 01 | | |

Validity period of the bid:.....

Delivery Period:

N.B.: Offer with Special condition having additional financial implication for the CRC, Davangere shall not be entertained.

Certificate: Certified that we accept all the terms and conditions of the tender documents.

Date :
Place :

Signature of authorised person
Full name :
Designation:
Seal:

Form of Performance Guarantee / Bank Guarantee Bond

(to be submitted in the non-judicial stamp paper of Rs.100/- to be purchased in the name of the issuing bank)

In consideration of the Composite Regional Centre, Davangere (hereinafter called "CRC, Davangere") having offered to accept the terms and conditions of the proposed agreement between CRC, Davangere and having its registered office at (hereinafter called "the said Supplier") for the Supply of Nos. of tools of Make (hereinafter called "the said agreement") vide CRC, Davangere Supply Order No. dated having agreed to production of an irrevocable Bank Guarantee for **Rs..... (Rupees only)** as a security/guarantee from the Supplier for compliance of his obligations in accordance with the terms and conditions in the said agreement.

1. We, _____ (hereinafter referred to as "the Bank") hereby undertake to pay to CRC, Davangere an amount not exceeding Rs..... (Rupees only) on demand by the CRC, Davangere.

2. We, _____ (indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demure, merely on a demand from CRC, Davangere stating that the amount claimed as required to meet the recoveries due or likely to be due from the said Supplier. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding **Rs...../- (Rupees only)**.

3. We, the said bank further undertakes to pay CRC, Davangere any money so demanded notwithstanding any dispute or disputes raised by the supplier in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there-under and the Supplier shall have no claim against us for making such payment.

4. We, _____ (indicate the name of the Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of CRC, Davangere under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Director on behalf of the CRC, Davangere certified that the terms and conditions of the said agreement have been fully and properly carried out by the said Supplier and accordingly discharges this guarantee.

5. We, _____ (indicate the name of the Bank) further agree with CRC, Davangere that CRC, Davangere shall have the fullest liberty without our consent and without affecting in any manner our obligation hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Supplier from time to time or to postpone for any time or from time to time any of the powers exercisable by CRC, Davangere against the said Supplier and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Supplier or for any forbearance, act of omission on the part of CRC, Davangere or any indulgence by CRC, Davangere to the said Supplier or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Supplier.

7. We, _____ (indicate the name of the Bank) lastly undertake not to revoke this guarantee except with the previous consent of CRC, Davangere in writing.

8. This guarantee shall be valid up to unless extended on demand by CRC, Davangere. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs..... (Rupeesonly) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged.

9. Dated the _____ day of _____ for _____(indicate the name of the Bank).