



SMART CITIES MISSION

Ministry of Housing and Urban Affairs, Government of India

SMART CITY THIRUVANANTHAPURAM LIMITED

File No: SCTL/TECH/2/20-IT

Date: 15/05/2020

Short Tender Invitation No. 02

(for supply, installation and maintenance of the vending machine (Mask/Hand Gloves/Hand sanitizer bottles) for SCTL.)

In view of Covid – 19 pandemic outbreak and need for remedial measures, a short tender is hereby invited by the undersigned on behalf of the Chief Executive Officer, Smart City Thiruvananthapuram Ltd for **Supply, Installation and Maintenance of the vending machine (Mask/Hand Gloves/Hand sanitizer bottles) at 5 Locations in Thiruvananthapuram City** as per terms & conditions mentioned below. The filled quotations along with all required document must reach in the office of the undersigned on or before **22/05/2020, 12.00pm**. The Envelope containing the Short tender would please be sealed and super scribed as under: -

“Supply, Installation and Maintenance of the vending machine (Mask/Hand Gloves/Hand sanitizer bottles) at 5 Locations in Thiruvananthapuram City against enquiry no. SCTL/TECH/2/20-IT” due on 22/05/2020, 12.00pm”

1. Terms & Conditions:

- A. Envelope should be super-scribed “Supply, Installation and Maintenance of the vending machine (Mask/Hand Gloves/Hand sanitizer bottles) at 5 Locations in Thiruvananthapuram City against enquiry no. SCTL/TECH/2/20-IT” due on **22/05/2020, 12.00pm**. *Short Tender need to be submitted by speed post/registered post in sealed cover to the office of SCTL Thiruvananthapuram.*

The bids received after this deadline shall not be entertained under any circumstances whatsoever.

In case of postal delay this Institute will not be responsible.

- B. Short Tender must be in the prescribed Performa and forwarding letter on the letter head of the firm duly signed by the Proprietor/ Partner/ Director or their authorized dealer.
- C. Rates must be quoted with respect to the prevailing domestic taxes. The rates must be quoted in figures as well as in words.
- D. In general, no overwriting or cutting is permitted in the rate. If found, the quotation shall be summarily rejected. However, except rate all cuttings and over writings must be signed by the authorized person of the firm.
- E. The rates quoted must be valid for **60 days** minimum from the date of submission of the quotation and silence of any tendered on this issue shall be treated as agreed with this condition.



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- F. RTGS/NEFT details need to be furnished by the supplier with the Short Tender on the letter head of supplier/firm/agency.
- G. Short Tender qualified by such vague and indefinite expressions such as “subject to prior confirmation”, “subject to immediate acceptance” etc. will be treated as vague offers and rejected accordingly. Any conditional quotation shall be rejected summarily.
- H. **Delivery and installation**– Within **5 working days** of vendor selection without any additional cost for installation.
- I. **Guarantee/Warranty Terms:** The equipment’s/Instruments/Materials supplied by result of this Short Tender/supply order shall be of the best quality and workmanship and new in all respects and shall be strictly in accordance with or having better specifications and particulars contained /mentioned against each item in this document/ supply order. The seller guarantees that the said good equipment’s / Instruments would continue to conform to the description and quality aforesaid for a period of 12 months from the date of delivery/installation of the said equipment’s/Instruments/materials to the buyer.
- J. **Payment Terms:** 100% after supply, installation and commissioning of vending machine at 5 location along with submission of following documents by vendors to SCTL –
- Contingent Bill in triplicate along with supporting vouchers.
 - Store Receipt Certificate issued by stores.
 - Installation/Inspection Report issued by the concerned department if applicable.
- K. **Disputes:** -In the event of any dispute or disagreement arising between SCTL with regards to the interpretation of “Terms & Conditions” of this inquiry, the same shall be referred to the Chief Executive Officer, SCTL, Thiruvananthapuram whose decision will be final and binding upon the contractor.
- L. SCTL reserves the right to increase or decrease amount of work. Decision of Quantity of Equipment and instruments in the SCTL, Thiruvananthapuram will be final in this regard.
- M. SCTL, Thiruvananthapuram reserves the right to reject any Short Tender or part or the whole of inviting Short Tender process without assigning any reason. Decision of the SCTL, Thiruvananthapuram will be final in this regard.
- N. For any Queries, you may write to
Manager – IT Smart Solutions - Mr. Anoop Krishnan G V
at manager.it@smartcitytvm.in




Chief Executive Officer
Smart City Thiruvananthapuram Ltd
P. G. KIRAN IAS
Chief Executive Officer
Smart City Thiruvananthapuram Limited
Government of Kerala

Encl: Annexure 1 (Format of Price Bid)
Annexure 2 (General Requirement & Scope of Work)



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ANNEXURE: 1

PRICE BID FORM

To,
The Chief Executive Officer
4th Floor Felicity Square Building,
Opp to AG Office, Statue Jn
Thiruvananthapuram - 695001

Date:

Dear Sir,

1. I/We submitted the quotation for Enquiry No." SCTL/TECH/2/20-IT" due on 22/05/2020 at 12:00 pm for "Supply, Installation and Maintenance of the vending machine (Mask/Hand Gloves/Hand sanitizer bottles)" at SCTL, Thiruvananthapuram.
2. I/We thoroughly examined and understood terms & conditions of contract given in the enquiry document.
3. I/We hereby offer to supply at the following rates. I/We undertake that I/We are not entitled to claim any enhancement of rates on any account during the validity of rate.

Sl. No.	Product with Description	Unit	Quantity required	Price per unit	Taxes (incl all taxes)	Price per Unit (incl Tax)	Total Amount (incl Tax)	Total Amount (In Words)
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)
1	Vending Machine (Mask/Hand Gloves/Hand sanitizer bottles) with 1 Year On-Site Warranty	Nos	5					
2	Installation Cost at 5 locations	Location	5					

(Signature of Authorized Person) Name:- _____ Name of Firm/Company/Agency	Place: - _____ Date: - _____
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(Designation)

Contact Details



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ANNEXURE: 2

General Requirement

1. Vending Machine should be able to provide the following functionalities:
 - a. Hand Gloves Vending
 - b. Sanitizer Vending
 - c. Mask Vending
2. Additional Functionality:
 - a. Capacity: minimum 150 Mask/Hand Gloves/Hand sanitizer bottles 100 ML (minimum)
 - b. Machine should be vandal proof
 - c. GSM based machine to know status of vending machine from a remote desktop/laptop/mobile.
 - d. It should support different payment options– UPI, PayTM and Coin and the selected vendor can receive the payment on purchase of above item.
 - e. It should have provision for Admin access to check all logs, Status and sales amount. Multi coin Acceptor.
 - f. Machine should be Indoor Type and shall compatible with general power supply sockets.

Scope of Work

Selected vendor should be responsible for the supply, installation and maintenance of the vending machine at 5 locations in Thiruvananthapuram City with 1 Year On-Site Warranty and refills of the necessary item for minimum of 3 months (extendable till 6 months)

Locations will be intimated once after the award or work.