













10.3 After opening of the bid no new condition will be acceptable.

## 11. SUBMISSION OF TENDER.

11.1 The Tender should be submitted in two parts in separate envelopes.

11.2 Envelope A shall contain :

I. Covering letter	Annexure-I
II. Tender form	Annexure-II
III. Anti-Collusion Certificate	Annexure-III
IV. Power of Attorney for signing/ submission of Tender	Annexure-IV
V. Schedule of Payment.	Annexure-V

11.3 Envelope B shall contain:

11.3.1 Financial Bid as per the format set out in – Annexure-VI.

11.4 The Tenderer shall seal the envelope marked as **ENVELOPE 'A'** as '**TENDER FORM**'. The second envelope shall be marked as **ENVELOPE 'B'** as '**FINANCIAL OFFER**'. The envelope A and B will be kept in a cover envelope.

11.5 The cover envelope shall indicate the name and address of the Tenderer superimposed with the words – TENDER FOR THE PURCHASE OF MP STATE BELL 407, VT-MPU.

11.6 The envelope A and B should be sealed in a manner that the contents are invisible to the naked eye and it could be only opened after tearing from either side.

11.7 After opening envelope A, the Aviation Department may ask Tenderers to furnish additional information or give clarification that may be required. If some information provided is found incomplete, the department may ask to furnish supplementary information under intimation to all the participants.

## 12 EVALUATION OF THE FINANCIAL BID:

12.1 The Aviation Department shall evaluate the information provided in various annexure transcribed and placed in envelope A. The financial offer i.e. envelope B of only those Tenderer(s) would be opened after ascertaining that the EMD amount is appropriate.

12.2 The decision of the Aviation Department in this respect shall be final and binding.

- 12.3 The amount for the FINANCIAL Bid must be written, legibly, both in words and figures. In case of difference between the two, the higher figure will be considered.
- 12.4 In the event that two or more Tenderers quote the same amount, the Directorate of Aviation may:
- I. Invite fresh Bids from the Tenderers
  - OR**
  - II. Take any such measure as may be deemed fit in its sole discretion, including annulment of the tendering process.
- 12.5 The Financial Bid of all the Tenderers who fulfill the condition mentioned in para 12.1 and of the tender evaluation may be opened in the presence of the Tender's representative who choose to attend. The Tenderer's representatives who are present shall be required to sign and record their attendance.

**13. PAYMENT SCHEDULE:**

- 13.1 Rs. Three Crores within two (02) weeks of the issue of LOA (Letter of Acceptance of the Bid) issued by the Director Aviation.
- 13.2 Balance within 120 days of the LOA.
- 13.3 EMD shall be returned to the tenderer on depositing the entire bid amount.

**14. CORRESPONDENCE:**

- 14.1 All correspondence in relation to enquiries can be submitted to the following officer in writing by e-mail/fax/post/courier:
- |                     |   |
|---------------------|---|
| Name of the officer | - Shri Arun Kochar.   |
| Designation         | - Director of Aviation.                                       |
| Address             | - Directorate of Aviation<br>Raja Bhoj airport, Bhopal-462030 |
| Tel/cell            | - 91-755-2557088/2641271, +91 94250 11879.                    |

**15. NOTIFICATION :**

- 15.1 Notwithstanding anything contained in the Tender document, The Directorate of Aviation reserves the right to accept or reject any tender and/or to annul the Tendering process and reject all Tenders, at any time without any liability or any obligation for such acceptance/rejection or annulment, without assigning any reason, thereof.
- 15.2 The Directorate of Aviation reserves the right to invite fresh Financial Bid with or without amendment of the Tender document at any stage, without liability or any obligation for such invitation, without assigning any reason, thereof.
- 15.3 The decision of the Director, Directorate of Aviation shall be final and binding on all participating Tenderers.
- 15.4 The decision on the Bid Evaluation Report will be intimated by The Director of Aviation to the successful Tenderer.

**COVERING LETTER**  
(On the firm's letter Head)

To,

The Director of Aviation.  
Directorate of Aviation.  
Government of Madhya Pradesh.  
Raja Bhoj Airport.

Bhopal-46030  
INDIA.

**Ref. Purchase of M.P. State Bell 407 Helicopter, VT-MPU.**

Sir,

Having reviewed and fully understood all the requirements of the tender documents and information provided, the undersigned hereby submits the tender for purchase of M.P. State Bell 407 Helicopter, VT-MPU.

I/we am/are enclosing our tender including other required information of the Tender document and the Financial Bid for your evaluation.

Date this .....Day  
of..... 2010.

Name of the Tenderer: .....

.....  
Signature of the authorized representative.

**TENDER FORM**

(To be submitted and signed by the Authorized person)

1. Name and address of the tenderer .....  
(Company/their representative) .....
2. (a) Telephone No. of the office .....
- (b) Cell No. ....
- (c) Fax No. ....
- (d) E-mail Address .....
3. Pan Card No. issued by the Income Tax .....  
Department.
4. Name, nature and number of the .....  
Bank account Tenderer
5. All such documents which are required to be filed under terms and  
condition are submitted herein.
6. We the undersigned declare that the statement made herein and the  
information provided in enclosed form is true and correct with all respect.
7. We hereby confirm that we have read and understood all the detailed  
terms and condition of this tender as required.
8. This form is submitted with the understanding that,
  - a. At the time of submission of the tenders, all the information shall be  
subject to the verification.
  - b. The Director, Director of Aviation has reserved the right to reject or  
accept any or all the tenders or tender process.
  - c. The Director, Director of Aviation shall not be responsible for any of  
the above mentioned action and shall not be bound to give any  
information in this regard.

Date:

Place:

Name and signature of the Tenderer

Name and signature of the Authorized person

**Note: Only Company or their authorized representative can participate in the tender**

**ANTI-COLLUSION CERTIFICATE**

WE hereby certify and confirm that in the preparation and submission of the Tender, we have not acted in concert or in collusion with any other Tenderer or other person(s) and also not done an act, deed or thing which is or could be regarded as anti-competitive.

We further confirm that we have not offered nor will offer any illegal gratification in cash or kind to any person or agency in connection with the instant Tender.

Dated this .....Day of ....., 20.....

.....  
Name of the Tenderer.

.....  
Signature of the Authorized person.

.....  
Name of the Authorized person.

**POWER OF ATTORNEY FOR SIGNING/ SUBMISSION OF TENDER**

**POWER OF ATTORNEY**  
(On Non judicial Stamp Paper of Rs. 100/-)

Know all men by these presents, we .....( name and address of the registered office) do hereby constitute, appoint and authorize Mr./Ms..... (Name and residential address) holding the position of ..... As our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our Tender for purchase of M.P. State Bell 407 Helicopter, VT-MPU including signing and submission of all documents and providing information/responses to Directorate of Aviation , representing us in all matters before Director of Aviation and generally dealing with Directorate of Aviation in all matters in connection with our Tender of the purchase of the said helicopter

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and always be deemed to have been done by us.

For.....  
(Signature)  
(Name ,Title and Address.)

Accepted

..... (Signature)  
(Name, Title and Address of the Attorney.)

**SCHEDULE OF PAYMENT**

To,

The Director of Aviation.  
Directorate of Aviation.  
Government of Madhya Pradesh.  
Raja Bhoj Airport.

Bhopal-46030  
INDIA.

Dear Sir,

I agree to abide by the payment schedule as mentioned in Para 13 of the tender.

In the event of default in the payment schedule as prescribed, the Director of Aviation shall be free to invoke the provision of 8.1.2 of the tender.

Date.      Name      of the Authorized person.

Signature.

**FINANCIAL BID**

To,

The Director of Aviation.  
Directorate of Aviation.  
Government of Madhya Pradesh.  
Raja Bhoj Airport.

Bhopal-46030  
INDIA.

Dear Sir;

I am submitting my financial bid as under:

Financial Bid

Particulars of Helicopter	Amount	
	In figures	In words
M.P. State Bell 407 Helicopter, VT-MPU		

I have gone through the terms and conditions and guide lines as mentioned in the tender document and I shall abide by them.

Date

Name of the Authorized person.

Signature.