

**KITTING OF CADETS ATTENDING ALL INDIA VAYU SAINIK CAMP (AIVSC) – 2022 :**  
**CALL FOR QUOTATION UNDER TWO BID SYSTEM**

Dear Bidders,

1 Sealed tenders are invited by NCC Group Headquarters, Madras 'B' on behalf of NCC Directorate (TN, P & AN) hereinafter referred as "Govt / Purchaser" from Vendor / Bidder / Supplier / Contractor hereinafter referred to as "Bidder / Tenderer" for purchase of uniform and Accoutrement items for NCC Cadets selected to represent NCC Directorate (TN, P & AN) at AIVSC, Jodhpur in Sep / Oct 2022. The details of items required along with quantity are attached as Appendix 'A'.

2. **Scope of Tender:**

- (i) Obtain measurement of cadets and contingent staff at Chennai for stitching of Uniform and Blazer before 10 Sep 2022.
- (ii) Supply of items less uniforms and blazer on or before 15 Sep 2022.
- (iii) Stitching and refitting of uniform and blazers per Appendix 'A' and delivery at Chennai on or before 20 Sep 2022.
- (iv) Positioning of minimum of two tailors at Chennai for a min period of 10 days for refitting of uniform and blazer from the period intimated by the Group HQ, Madras 'B' / Kitting Officer.

3. **Timeline:** Besides quality, timely delivery of items as Appendix "A" is of paramount importance and hence the Bidder is clearly notified that suitable penalty charges would be levied because of late delivery. The detail of penalty clause is dealt separately at "Terms and Conditions" at Appendix "B".

4. **Eligible Bidder:** Eligible Bidder will be the one who satisfies the following conditions:-

- (a) Not black listed or under process of being black listed by an of NCC Group Headquarters / Directorate across India.
- (b) Has at least three years of experience kiting NCC cadets for NSC/VSC/RDC. Proof to be provided along with the bids.
- (c) **Regular Tax-Payer:** Income-Tax verification certificate in the prescribed form from the Income-Tax Offices of the Circle Ward of District where he is assessed or assessable to income-tax.
- (d) GST registered vendor.

5. **Two-Bid System**

(a) Under the two-bid system, all Bidders are requested to quote for Technical bid and Commercial bid separately in two different envelopes. The two envelopes will be super scribed in BOLD and in RED colour as "Quotation for AIVSC-2022-Technical-Bid" and "Quotation for AIVSC-2022-Commerical Bid". Both the envelopes along with the covering letter and other necessary documents will put in a single sealed envelope and deposited at Group Headquarters, Madras 'B' either by Post or by hand before the expiry of due date and time.

(b) The format of technical bid is attached as Appendix "C", while quoting in the technical bid, compliance for brand name explicitly specified in the tender only be given and any attempt to include any other brand not asked for would result in summary rejection of tender. Technical bid WILL NOT contain any reference to cost.

(c) The format for commercial bid is given at Appendix 'D'. Rates of items to be quoted both in figures and words in **English language only**. Wherever discrepancy is noticed between the two rates, the amount in words will be considered as final. Any erasure, cutting and overwriting will be duly authenticated by the person responsible for tender and with business stamp. The commercial bid will include GST as applicable.

6. **Tender Details:** Tender document is available for download for free of cost from website [www.tn.tender.gov.in](http://www.tn.tender.gov.in). If application is collected personally from Administrative Officer, NCC Group Headquarters, Madras 'B' or required by post the cost of application is Rs.250/- payable through Demand Draft.

(a) **Address for Submission of Tender:** Tender will be submitted at the following address through post or by hand:-

**NCC Group Headquarters, Madras 'B'**

**No.161, Periyar EVR High Road**

**Kilpauk, Chennai – 600 010**

**Contact No.28360571**

**Email Id: nccgphqmadrasb@gmail.com**

(b) **Last Date:** Last Date of Receipt of Tender at above mentioned address is 10 Aug 2022, 1030hrs. Tender can be submitted by post or can be dropped in person on or before due date. Late receipt of tender even due to postal delay will not be accepted.

(c) **Tender Box:** One Tender box being placed at Group Headquarters, Madras 'B' premises from 18 / 19 Jul 2022 for receiving tenders. The tender box would be available for submission of bids between 1030hrs to 1645hrs on all working days. On 10 Aug 2022, tender box would be available only from 0900hrs to 1000hrs.

7. **Date of Opening of Technical and Commercial Bid:** Tenders will be opened on 10 Aug 2022, 1100hrs at office location of NCC Group HQ, Madras 'B', Tamil Nadu. **All Bidders/ representative are requested to be present on 10 Aug 2022 latest by 1100hrs along with all the samples proposed to be supplied as list attached as Appendix 'A'.** Representatives are required to bring Identity Card and Authority Letter from the owners / Company, without which they will not be permitted to participate in the bid. Technical Bids without samples will be rejected.

8. **Initially Technical Bids will be opened and samples will be checked. Only those vendors who have qualified in the Technical Bid, their Commercial Bids will be opened.**
9. The Board of Officers constituted for opening of tender and for deciding the award of tender reserves the right of rejecting any tender without assigning any reason what so ever and the decision in the matter will be final. The lowest tender may not necessarily be accepted.
10. **Price Negotiation Committee (PNC)** PNC will be held at NCC Directorate (TN, P & AN), Fort St George, Chennai – 09 on 11 Aug 2022. The approved / selected bidder should be present on the day at NCC Directorate, Chennai for finalization of tender and award of contract. No representation in this regard will be accepted.
11. **Financials:**
- (a) **Tender Value** As per market survey undertaken and previous years tendered cost, the indicative approx value of the tender is around Rs.03 lakhs (Rupees Three lakhs only).
- (b) **EMD:** The Tenderer shall be required to provide an Earnest Money Deposit (EMD) Rs.6000/- (Rupees Six thousand only), which is 2% of the project cost of Rs.03 lakhs while submitting the bid. EMD which shall be in the form of Demand Draft or Banker's Cheque drawn in favour of NCC Group Headquarters, Madras 'B' payable at Chennai. Earnest Money Deposit shall be forfeited if the tenders withdraw his tender after submission of bid but before opening of tender or following the opening of tender, withdraws its tenders before expiry of the period of effectiveness of the tender.
- (c) Bids without the EMD will be summarily rejected. **Claim for exemption from submission of EMD will not be entertained for whatsoever reason it may be.**
- (d) The EMD of tenderers who have not been selected will be released not later than 60 days after the expiration of the tender validity period.
- (e) EMD of the selected / approved vendor shall be discharged when the tenderer furnishes the required Performance Security.
- (f) **Performance Security Deposit** The Performance Security Deposit at the rate of 5% of the project value is to be paid by means of Demand Draft / Banker's Cheque drawn in favour of NCC Group Headquarters, Madras 'B' payable at Chennai, will be submitted on award of the contract. **No other mode of payment is being accepted.**
12. The terms and conditions for the supply/purchase of said stores are given in Appendix 'B' attached.

13. **Checklist for Submission of Bids:**

- (a) Forwarding letter in company letter head giving details of TAN/PAN & GST number.
- (b) The EMD at the rate of 2% will be paid (**No Exemption**) by DD in favour of NCC Group Headquarters, Madras 'B'.
- (c) Technical bid in sealed envelope as per format in Appendix 'C'
- (d) Commercial bid in sealed envelope as per format in Appendix 'D'
- (e) Income-Tax verification certificate in the prescribed form from the Income-Tax Offices of the Circle Ward or District, where he is assessed or assessable to Income-Tax.
- (f) Photocopy of PAN Card.
- (g) Agreement between Bidder and Purchaser as per format given in Appendix 'E'.
- (h) On the day of Opening of Tender, on 10 Aug 2022, Authorization letter for representative with photo affixed.

14. **Summary of Timelines:**

S. No.	Event	Date
(a)	Last date for submission of tender at NCC Group Headquarters, Madras 'B', Chennai	10 Aug 2022 1030hrs
(b)	Opening of Bids at NCC Group Headquarters, Madras 'B', Chennai	10 Aug 2022 1100hrs
(c)	PNC at NCC Dte (TN, P & AN), Chennai	11 Aug 2022 1100hrs
(d)	Last day of Delivery of Items at Chennai	15 Sep 2022

15. **Contact person for clarification of Tender details:**

Administrative Officer / Kitting Officer  
NCC Group Headquarters, Madras 'B'  
No.161, Periyar EVR High Road  
Kilpauk, Chennai – 600 010  
Contact No.28360571  
Email Id: nccgphqmadrasb@gmail.com

16. Please ensure your best rates for quality items.

Sdxxxxxxxx  
(MP Celestine)  
Colonel  
Director  
for DDG

**Appendix 'A'****ITEMS REQUIRED FOR AIVSC-2022 (BOYS – 24 AND GIRLS - 14 )**

Sl.No.	Items	A/U	Qty Reqd
1	Stitched Uniform – Light Blue for Air	Set	43
2	DMS Boot (Air Force without Ankle)	Pair	43
3	Socks – Cotton – Black Colour	Pair	86
4	NCC Scarf with Vertical Woven Zari	Each	41
5	NCC Kamarband with Woven Zari	Each	41
6	NCC Arms Title (Air Wing)	Pair	41
7	NCC Shoulder Pad (Air Wing) with Button & Eagle	Pair	41
8	NCC Black Leather Belt with Metal Buckle – Air Force	Each	43
9	NCC Hackles Red – SD/SW	Each	41
10	NCC Badges for Cap (Beret)	Each	41
11	Beret dark Green	Each	41
12	Name Plate (Tab) Plastic with Name Engraved (Bilingual)	Each	43
13	Blazer – Colour – Blue Safire for Boys	Set	28
14	Pant (Colour – Steel Grey) for Boys	Set	28
15	Shirt (Colour – TC White) for Boys	Each	28
16	NCC Logo Monogram Computer Knitted	Each	28
17	Tie (NCC Colour)	Each	28
18	NCC Tie Pin	Each	28
19	Oxford Pattern Black Shoes for Boys	Pair	28
20	Blazer Maroon for Girls	Set	16
21	Silk Saree (Blue Bangalore Silk)	Each	16
22	Silk Blouse with Inner Lining Cloth	Each	16
23	Petticoat	Each	16
24	Saree Pin with Monogram	Each	16
25	Belly Shoe (Black Colour) for Girls	Pair	16
26	Track Suit with NCC Logo Branded Superior with Caps	Set	43
27	T-Shirt Suit Branded Superior Quality (with Monogram)	Each	43
28	Sports Shoes	Pair	43
29	Socks – Cotton - White	Pair	86
30	Chest Number (White)	Pair	38
31	White Anklet Spat	Pair	41
32	Cap (Directorate Name Embossed)	Each	43
33	Coffee Mug with NCC Logo	Each	43
34	Rucksack	Each	41
35	Socks – Nylon – Black Colour	Pair	86
36	Hair Net Black	Each	16
37	NCC Logo Monogram Computer Knitted	Each	16
38	Rank Badges	Pair	43
39	Towel Hand	Each	43
40	Kit House Wife	Each	43
41	Toilet Kit Bag	each	43

**TERMS AND CONDITIONS**

1. **Eligible Bidder:** Eligible bidder will be the one who satisfies the following condition:-
  - (a) Not a black listed or under process of being black listed by any of NCC Gp HQ / Dte across India.
  - (b) Has at least three years of experience kitting NCC Cadets for NSC/VSC / RDC. Proof to be provided along with the bids.
  - (c) **Regular Tax Payer:** Income-Tax verification certificate in the prescribed form from the Income-Tax Offices of the Circle Ward or District where he is assessed or assessable to Income-Tax.
  - (d) GST Registered Vendor
2. High Standard of workmanship, quality of material and timely supply are the prime requisite of the supply.
3. The tenderer shall submit his bid in two parts namely Technical and Commercial bid in two separately sealed envelopes. Taxes incl GST etc as applicable will be included separately in the commercial bid.
4. Each bid must be accompanied with **samples of all materials asked in the Appx 'A'** in a sealed cardboard box duly pasted with his firm's seal/letter head on top of box.
5. All items, which are not supplied as per samples, order are liable to be rejected at the discretion of Board of Officers. Accepted samples during the opening of Tender will be retained for quality checking by the NCC Gp HQ, Madras 'B', till completion of the camp. It is the vendor's responsibility to collect the samples from NCC Gp HQ, Madras 'B'.
6. No increase in price because of any statutory increase in or fresh imposition of custom duty, excise duty, GST or duty levied in respect of stores will be accepted once the bid is submitted.
7. The tender rates will be valid up to 31.12.2022 for all quantities as mentioned in Appx 'A'.
8. The decision to accept fully or in part or reject a tender in full or part finally rest with the Tender opening Board of Officers.
9. On award of the contract, the acknowledgement of supply order should be furnished within seven days of receipt of the supply order. Non-acceptance of supply order will result in non-refund of security deposit at the rate of 5%.
10. The delivery of all items must be completed by 15 Sep 2022 at NCC Group Headquarters, Madras 'B'. The supplier has to ensure fitting of all clothing items at camp site. **No separate transport charge will be paid.**

11. The Board of Officers detailed by NCC Group Headquarters, Madras 'B' will carry out inspection of stores being supplied by the bidder as well as monitor the quality of stitching being carried out.
12. The Kitting Officer, NCC Group HQ, Madras 'B', has the authority to change the quantity of items demanded as per requirement at a later date. Since the quality of the kitting items is prime important, even if, the bidder is selected as L1 Vendor as per rate, contract will be given to L2 and L3 Vendor, if their quality of products / kitting items are of high standard. The kitting Officer is empowered to change the Vendor based on the quality of kitting items in partial or complete items.
13. **Liquidated Damages:**
  - (a) **For late delivery of items – Part or full later than 20 Sep 2022** but earlier than 15 Sep 2022. 5% of the contracted value for each full day. The amount will be deducted from the amount due to the Bidder.
  - (b) **For late delivery of items – Part or full from 20 Sep 2022:** The items will be brought at market price at Chennai and the amount will be deducted from amount due to the Bidder. The Bidder is liable to pay extra amount more than the contracted amount in view of the risk purchase.
14. **Arbitration Clauses:**
  - (a) All disputes arising between the partners as to the interpretation, operation or effect of any clause in this tender document or any other difference arising between the Bidder and the NCC Gp HQ, Madras 'B' which cannot be mutually resolved, shall be referred to the arbitration of Group Commander (Arbitrator 1), NCC Gp HQ, Madras 'B'. Failing him, DDG, NC Dte, TN,P&AN, Chennai will be the final arbitrator and whose decision shall be binding on both the parties.
  - (b) All disputes will be resolved at Chennai / TN State only.
15. **Warranty and Guarantee:**

The stores supplied under this order / tender shall be deemed warranted by this contractor against defective material, workmanship, finish and performance for the period for at least three months from the date of receipt of the stores. In case stores supplied are found defective, same shall be replaced immediately as per approved samples by the bidder at his risk and cost.
16. All stores will be supplied to the camp site at Chennai or the place to be intimated by NCC Gp HQ, Madras 'B' by the contractor under his own arrangement. No extra transportation cost will be given or item will be collected from any other station.
17. The process of the final payment of bills may take from one of two months on completion of camp.

18. Specification of items wherever not mentioned must be obtained from the Kitting Officer / Adm Officer, NCC Group Headquarters, Madras 'B'. prior to quoting the rates:

**Kitting Officer / Adm Officer  
NCC Group Headquarters, Madras 'B'  
No.161, Periyar EVR High Road  
Kilpauk, Chennai – 600 010**

19. Any notice to the bidder shall be deemed sufficient, if given or left in writing at his usual or last known place, abode or business or through SMS.
20. In the event of any breach on the part of the bidder, the contract shall be terminated by Group Commander, NCC Gp HQ, Madras 'B' without compensation to the contractor upon giving seven days notice to the contractor.
21. The Contract or any part share of interest in it is not to be transferred or assigned by the Contractor directly or indirectly to any persons or persons whomsoever without the written consent of the Group Commander, NCC Gp HQ, Madras 'B'
22. GST as applicable and Income Tax@2% will be deducted at source under Sec 194C of IT Act. Bidders are requested to furnish GST No. on the Tender Form.
23. The Price Negotiation Committee will be held at NCC Group HQ, Madras 'B' / NCC Directorate (TN, P & AN), Chennai on 11 Aug 2022. The details will be communicated for same on the day of opening of Tenders.

Sdxxxxxxx  
(MP Celestine)  
Colonel  
Director  
for DDG



**Appendix 'C'****FORMAT FOR TECHNICAL BID**  
**KITTING OF CADETS – AIVSC 2022; TECHNICAL BID**

We undertake to supply best quality items as per brand and quality given under:-

Sl.No.	Items	A/U	Complied	Remarks
1	Stitched Uniform – Light Blue for Air	Set	Yes/No	
2	DMS Boot (Air Force without Ankle)	Pair	Yes/No	
3	Socks – Cotton – Black Colour	Pair	Yes/No	
4	NCC Scarf with Vertical Woven Zari	Each	Yes/No	
5	NCC Kammarband with Woven Zari	Each	Yes/No	
6	NCC Arms Title (Air Wing)	Pair	Yes/No	
7	NCC Shoulder Pad (Air Wing) with Button & Eagle	Pair	Yes/No	
8	NCC Black Leather Belt with Metal Buckle – Air Force	Each	Yes/No	
9	NCC Hackles Red – SD/SW	Each	Yes/No	
10	NCC Badges for Cap (Beret)	Each	Yes/No	
11	Beret dark Green	Each	Yes/No	
12	Name Plate (Tab) Plastic with Name Engraved (Bilingual)	Each	Yes/No	
13	Blazer – Colour – Blue Safire for Boys	Set	Yes/No	
14	Pant (Colour – Steel Grey) for Boys	Set	Yes/No	
15	Shirt (Colour – TC White) for Boys	Each	Yes/No	
16	NCC Logo Monogram Computer Knitted	Each	Yes/No	
17	Tie (NCC Colour)	Each	Yes/No	
18	NCC Tie Pin	Each	Yes/No	
19	Oxford Pattern Black Shoes for Boys	Pair	Yes/No	
20	Blazer Maroon for Girls	Set	Yes/No	
21	Silk Saree (Blue Bangalore Silk)	Each	Yes/No	
22	Silk Blouse with Inner Lining Cloth	Each	Yes/No	
23	Petticoat	Each	Yes/No	
24	Saree Pin with Monogram	Each	Yes/No	
25	Belly Shoe (Black Colour) for Girls	Pair	Yes/No	
26	Track Suit with NCC Logo Branded Superior with Caps	Set	Yes/No	
27	T-Shirt Suit Branded Superior Quality (with Monogram)	Each	Yes/No	
28	Sports Shoes	Pair	Yes/No	
29	Socks – Cotton - White	Pair	Yes/No	
30	Chest Number (White)	Pair	Yes/No	
31	White Anklet Spat	Pair	Yes/No	

Sl.No.	Items	A/U	Complied	Remarks
32	Cap (Directorate Name Embossed)	Each	Yes/No	
33	Coffee Mug with NCC Logo	Each	Yes/No	
34	Rucksack	Each	Yes/No	
35	Socks – Nylon – Black Colour	Pair	Yes/No	
36	Hair Net Black	Each	Yes/No	
37	NCC Logo Monogram Computer Knitted	Each	Yes/No	
38	Rank Badges	Pair	Yes/No	
39	Towel Hand	Each	Yes/No	
40	Kit House Wife	Each	Yes/No	
41	Toilet Kit Bag	Each	Yes/No	

(Signature)  
Name of authorized Person  
Designation

Place:

Date:

With Company Seal

Note: to be submitted separately in sealed envelope

**Appendix 'D'**

**FORMAT FOR COMMERCIAL BID**  
**KITTING OF CADETS – AIVSC 2022; COMMERCIAL BID**

We undertake to supply best quality items as per brand indicated and rates quoted under:-

Sl. No.	Items	A/U	Qty Reqd	Rate/ Piece	Amount	Amount in words
1	Stitched Uniform – Light Blue for Air	Set	43			
2	DMS Boot (Air Force without Ankle)	Pair	43			
3	Socks – Cotton – Black Colour	Pair	86			
4	NCC Scarf with Vertical Woven Zari	Each	41			
5	NCC Kammarband with Woven Zari	Each	41			
6	NCC Arms Title (Air Wing)	Pair	41			
7	NCC Shoulder Pad (Air Wing) with Button & Eagle	Pair	41			
8	NCC Black Leather Belt with Metal Buckle – Air Force	Each	43			
9	NCC Hackles Red – SD/SW	Each	41			
10	NCC Badges for Cap (Beret)	Each	41			
11	Beret dark Green	Each	41			
12	Name Plate (Tab) Plastic with Name Engraved (Bilingual)	Each	43			
13	Blazer – Colour – Blue Safire for Boys	Set	28			
14	Pant (Colour – Steel Grey) for Boys	Set	28			
15	Shirt (Colour – TC White) for Boys	Each	28			
16	NCC Logo Monogram Computer Knitted	Each	28			
17	Tie (NCC Colour)	Each	28			
18	NCC Tie Pin	Each	28			
19	Oxford Pattern Black Shoes for Boys	Pair	28			
20	Blazer Maroon for Girls	Set	16			
21	Silk Saree (Blue Bangalore Silk)	Each	16			
22	Silk Blouse with Inner Lining Cloth	Each	16			
23	Petticoat	Each	16			
24	Saree Pin with Monogram	Each	16			
25	Belly Shoe (Black Colour) for Girls	Pair	16			
26	Track Suit with NCC Logo Branded Superior with Caps	Set	43			
27	T-Shirt Suit Branded Superior Quality (with Monogram)	Each	43			
28	Sports Shoes	Pair	43			
29	Socks – Cotton - White	Pair	86			
30	Chest Number (White)	Pair	38			

Sl. No.	Items	A/U	Qty Reqd	Rate/ Piece	Amount	Amount in words
31	White Anklet Spat	Pair	41			
32	Cap (Directorate Name Embossed)	Each	43			
33	Coffee Mug with NCC Logo	Each	43			
34	Rucksack	Each	41			
35	Socks – Nylon – Black Colour	Pair	86			
36	Hair Net Black	Each	16			
37	NCC Logo Monogram Computer Knitted	Each	16			
38	Rank Badges	Pair	43			
39	Towel Hand	Each	43			
40	Kit House Wife	Each	43			
41	Toilet Kit Bag	Each	43			

**Total**  
**GST**  
**Grand Total (incl of all cost)**

(Signature)  
Name of authorized person  
Designation

Place:  
Date:

With Company Seal

**Note:** To be submitted separately in sealed envelope. Each page to be authenticated.

**AGREEMENT OF TERMS AND CONDITIONS**  
**(IN LETTER HEAD OF BIDDER)**

To,  
The Group Commander  
NCC Gp HQ, Madras 'B'

Dear Sir,

1. Reference to \_\_\_\_\_ Tender Notice \_\_\_\_\_ dated \_\_\_\_\_
2. I \_\_\_\_\_ of \_\_\_\_\_  
hereby contract and agree in to the conditions mentioned in the above mentioned tender document.
3. I have fully read and understood the contents of "Terms of Conditions" at Appendix 'B' to the tender document and I agree to it.
4. I accept Group Commander, NCC Gp HQ, Madras 'B' as the sole arbitrator and DDG, NCC Dte, TN, P & AN as the final arbitrator for any disputes regarding interpretation, operation or effect of any clause in this tender document or any other difference arising between the Bidder and the Board of Officers, which cannot be mutually resolved.

Thanking you,

Yours faithfully,

**Signature**

(Name of Authorized person to  
enter into contract)

Designation

Date:

Place:

**Note:** With Company Seal