

	CHHATTISGARH MINERAL DEVELOPEMENT CORPORATION LIMITED (A Govt. of Chhattisgarh Undertaking)	
	REGD.OFFICE: SONAKHAN BHAWAN, RING ROAD NO.1, VIL.PURAINA, P.O. RAVIGRAM, RAIPUR (C.G.)492006 FAX-0771- 4001074, PHONE-0771-4283557	
Tender no:		Dated:

TENDER DOCUMENT
FOR
PREPARATION OF COMPENDIUM
FOR
National Conclave on Mines and Minerals
HELD AT RAIPUR
ON 04TH AND 05TH JULY 2016



Cost of Tender Document : Rs.5,000 (Rupees five Thousand Only)
(Non Refundable) Per Tender Form

Note: - Tenderer has to attach Demand draft of Rs. 5,000/- in favor of CMDC payable at any Nationalized/Scheduled Bank at Raipur. (Non refundable) towards the cost of tender document if it is downloaded from the website.

TENDER NOTICE

The First National Conclave on Mines and Minerals was held on 4th and 5th July 2016 at Raipur. The conclave strove to provide a platform to showcase Government of India's policy initiatives in the mining sector and provided a potent platform for taking advantage of the country's sustainable development in the field of mining by deliberating upon issues, challenges and opportunities in this sector.

The Conclave had a good representation from various industries, state governments and Mines and Steel Departments of the Government of India with more than 750 delegates in attendance. The Conclave was a joint effort of the Ministry of Mines, FIMI and the Government of Chhattisgarh.

Chhattisgarh Mineral Development Corporations Limited (CMDC) was one of the organizers and sponsors for the conclave. CMDC as nominated agency of Department of Mineral Resources, Government of Chhattisgarh intends to appoint an agency for preparation of compendium for National Conclave on Mines and Minerals held at Raipur on 04th and 05th July 2016.

The details are as below:

Tender Notice No.	
Cost of Tender Documents	Rs. 5,000/- (Rs. Five Thousand) (Non-Refundable)
EMD Amount	Rs. 10,000/- (Rs. Ten Thousand) (Refundable)
Date and Time for sale of Tender Document	From 16.08.2016 to 05.09.2016 on any working day at working hours.
Last Date and Time of Submission of Tender Document	05.09.2016, 3 PM at CMDC's Head office at Sonakhan Bhawan, Ring Road no.1, Village -Purena, P.O. Ravigram, Raipur (C.G.)492006
Date, Time and place of opening of Part-I of the Tender	05.09.2016, 4PM at CMDC's Head office at Sonakhan Bhawan, Ring Road no.1, Village -Purena, P.O. Ravigram, Raipur (C.G.) 492006
Validity of Offer	Tender shall remain valid up to three months from the date of opening of Price offer (i.e. Part II of Tender)
Objective of Tender	Preparation of compendium for National Mineral Conclave 2016 held at Raipur on 04th and 05th July 2016

For any clarification you may be contacted at 0771-4283557 or by email - cmdcraipur@gmail.com

For and on behalf of CMDC Ltd.

Managing Director

DISCLAIMER

1. This document is not an agreement or an offer by CMDC to Tenderer or any third party. The purpose of this document is to provide interested parties with information to facilitate the formulation of their Proposal for Qualification and Price Bid.
2. This document does not purport to contain all the information each Tenderer may require. The Document may not be appropriate for all persons, and it is not possible for CMDC to consider the needs of each party who uses or reads this Document.
3. Neither CMDC nor its employees or its consultants make any representation or warranty as to the accuracy, reliability or completeness of the information in this document.
4. Neither CMDC nor its employees or consultants shall have any liability to any Tenderer or any other person under the law of contract, tort, the principles of restitution or unjust enrichment or otherwise for any loss, expense or damage which may arise from or be incurred or suffered in connection with this Document, or any matter deemed to form part of this document, the award of the work, or the information and any other information supplied by or on behalf of CMDC or its employees, any consultants or otherwise arising in any way from the selection process .
5. The Document and the information contained herein are strictly confidential and privileged and are for the exclusive use of the party to whom it is issued. This Document must not be copied or distributed by the recipient to third parties (other than, to the extent required by the applicable law or in confidence to the recipient's professional advisors, provided that such advisors are bound by confidentiality restrictions at least as strict as those contained in this document). In the event that after the issue of the document the recipient does not continue with its involvement in the tendering process for any reason whatsoever, this document and the information contained herein must be kept confidential by such party and its professional advisors at all times.
6. CMDC reserves the right to change, modify, add, alter the Document or cancel the tendering process without assigning any reasons thereof, at any stage during the tendering process. All parties to whom this Document has been issued shall be informed any such change.
7. The Tenderer shall not make any public announcements with respect to this tendering process or this document. Any public announcements to be made with respect to this tendering process or his Document shall be made exclusively by CMDC. It is clarified that provisions of clauses 6, and 7 shall not apply to information relating to this document already available in the public domain prior to the issue of this document.
8. The Tenderer shall bear all costs associated with the preparation and submission of the Technical and Financial Proposals. CMDC and their consultants shall not, under any circumstances, be responsible or liable for any such costs.

TERMS AND CONDITIONS OF TENDER

A. Objective and Scope of Work

1. The Managing Director, Chhattisgarh Mineral Development Corporation Ltd. (CMDC), is desirous of coming out with a *compendium* of the FIRST NATIONAL CONCLAVE ON MINES AND MINERAL covering:-
 - A paper on policy outcomes in the light of the various National Policies unveiled at the event.
 - The outcome paper on Industry Round Table held on 4th July together with the one- on - one interaction held with Hon'ble Minister of Central Ministries and THE Chief Minister of Chhattisgarh with the Industry Leaders.
 - A concise compilation of minutes of the States Representatives Presentation on the Next Round of Auctions and updates.
 - Compilation of outcomes on all the Technical Sessions held in the Conclave.
 - A Souvenir Book Compilation based on photographs and the video coverage of the event.
2. The Scope of work shall also include review of all the proceedings, videos, audios and media coverage of the event. The video-which has been covered - duration of the event is around 18 Hours.
3. CMDC shall hand over to all the literature in its possession including photographs and video necessary for designing and preparation of the Event Souvenir Book (compendium).
4. The Scope of work does not include printing and binding of hard copies of the report.

B. Deliverable and Timelines

The Consultant is required to provide final compendium in PDF version within one month of issuance of LOA.

C. Qualification Criteria

The tenderer should meet the following pre-qualifying criteria (PQR):-

1. The tenderer should have successfully designed, prepared and published at least one Global Thought Publication in last one year.
2. The tenderer should have successfully designed, prepared and published at least one Indian national level Thought Publication in last one year.
3. The tenderer should have an annual Turnover and Net worth of more than Rs. 100 Crore (One Hundred Crore) for the last Financial Year.

D. Procedure for Tender Submission:

1. The Managing Director, CMDC Raipur invites sealed tenders in TWO PARTS system, for Preparation of *compendium* for National Conclave on Mines and Minerals held at Raipur on 04th and 05th July 2016.
2. Tender shall be submitted in two Envelopes i.e. First Part or the Qualification Proposal in Envelope-1 & Second Part or the Price Bid in Envelope-2.

Envelope-1: First Part of the bid must contain only the following documents in the Envelope-1 with subscribed as FIRST PART:

- i. Annexure-1
- ii. Supporting documents for the Qualification Criteria requirements.
- iii. One blank copy of the tender document duly signed by the tenderer or its authorized representative as a token of acceptance of the terms and conditions of the tender.

Envelope-2: Second Part of the bid must contain only the Price bid as per format prescribed in Annexure -2.

3. All the above 2 envelopes shall be put in another cover along with covering letter superscripting the job for which the tender is submitted with tender no. along with name and address of the tenderer and should bear the address "Managing Director" Chhattisgarh Mineral Development Corporation Ltd., Sonakhan Bhawan, Ring Road no.1, Village -Puraina, P.O. Ravigram, Raipur (C.G.) 492006 as per schedule mentioned in notice details.

E. Evaluation of Proposal

1. The Managing Director reserves the right to accept or reject any or all offer(s) without assigning any reason thereof.
2. Proposals of the Tenderers which do not meet qualification Criteria shall be rejected.
3. Qualified Tenderer who quotes the lowest Service Fee as per the Price Bid shall be given preference for award of work.
4. The Managing Director may also select single Bidder for the award of work in case less than three bidders submits the bid.

F. Security Deposit

1. The successful tenderer shall submit the security deposit of 10% only of the total contract value before signing of contract in the form of Demand Draft in favour of CMDC Ltd., Payable at Raipur and the same shall remain at the disposal of the corporation as security till the satisfactory execution and completion of the work in accordance with provisions of contract.

2. Security deposit will be returned to the contractor, three months after successful completion of work. Security deposit will be extended by contractor, if completion of work delayed for any reason whatsoever.
3. Without prejudice to its right of indemnity for all statutory and financial liabilities, the corporation reserves the right to forfeit in full or in part of the Security Deposit, in the event of non performance/non compliance with any provisions of the Contract, by the Contractor, other than Force Majeure reasons.

G. Failure of Tenderer

1. If the tenderer fails to complete the works, and as a result, the order is cancelled, the amount due to him, on account of work executed by him, if payable, shall be paid to him, only after due recoveries, as per the provision of contract, and only after alternative arrangement to complete the work have been made, The tenderer shall be liable to pay any loss by way of extra expenditure or other incidental expenses, which the corporation may sustain on account of such alternate arrangement at the risk and cost of the tenderer.
2. In the event of extension, liquidated damages, will be applicable.
3. In addition to action above, the corporation may propose the defaulting firm for blacklisting from future tenders

H. PAYMENT OF BILLS

- 20% of the Service Fee shall be paid after submission of draft compendium write up,
- Next 40% of the Service Fee will be released after submission of designed compendium,
- Balance 40% of the payment shall be made once the designed compendium is approved by CMDC authority and is send for Printing.
- CMDC shall not pay any expenses of lodging, boarding and travelling.

I. OTHER CONDITIONS

1. All the prevailing Government Acts, Rules, Regulation or Orders made there under will be applicable to tenderer.
2. Liability of the Tenderer or the Successful Bidder shall be limited to the quoted Service Fee

PROFORMA OF LETTER OF UNDERTAKING

(on the letterhead of the Bidder)

Ref:

Dated:

To,
The Managing Director
CMDC, Raipur (C.G.)

Dear Sir,

- I/We have read and examined the Tender documents issued by CMDC in relation to preparation of compendium for National Conclave on Mines and Minerals held at Raipur on 04th and 05th July 2016
- I/We have read and examined the Tender for Scope of Work, Qualification Criteria, Evaluation Criteria, procedure for submission of bid and other terms and condition of the tender.
- I/We here by submit our Tender in terms of the requirements of Notice Inviting tender and other documents. I/We do qualify for submitting this tender as per the Qualification Criteria requirements and submitting the supporting documents as Enclosure herewith.
- I/We undertake to keep our Tender valid initially for a period of 3 (three) months from the date of opening of price bid. I/We hereby further undertake that I/We shall not vary/alter or revoke my/our tender during the said period or extended period if any.
- Should this tender be accepted, I/We also agree to abide by and fulfill all the terms, conditions and provisions of the above mentioned tender documents.
- I / we hereby declare that no CMDC's Raipur, Chhattisgarh employee or his/her relative is/are Partners/Directors with me/us.

Signature along with Seal

Name & Designation-----

Name of Company-----

Name & Address

Note: I/we -Strike out whichever is not applicable.

PROFORMA OF PRICE BID

Name of Bidder:-
Registered address:
Contact No.
Email ID:

Particular	Quoted Rates (Rs) including Out of Pocket Expenses towards travel, lodging and boarding etc.	
	In Fig (Rs)	In word (Rs)
Service Fee for Preparation of compendium for National Conclave on Mines and Minerals held at Raipur on 04th and 05th July 2016 excluding Service Tax and related Cess.		

Authorized Signatory

Date
Place