



TAMILNADU POLLUTION CONTROL BOARD

TENDER DOCUMENT

Tender Document for carrying out State wide survey & compile the directory of manufacturers and distributors of eco-alternative materials for Single Use Plastics (one time use and throwaway plastics) such as Plastic sheet / cling film used for food wrapping, Plastic sheet used for spreading on dining table, Plastic Thermocol plates, Plastic coated paper plates, Plastic coated paper cups, Plastic tea cups, Plastic tumbler, Thermocol cups, Plastic carry bags of all size & thickness, Plastic coated carry bags, Non-woven Polypropylene carry Bags for the entire state of Tamilnadu and furnish to Tamil Nadu Pollution Control Board.

1	ADVERTISED ON	:	05.05.2022
2	PRE-BID MEETING	:	16.05.2022
3	LAST DATE & TIME FOR SUBMISSION OF TENDER	:	20.05.2022 @ 3.00 pm
4	DATE & TIME OF OPENING OF TECHNICAL BIDS	:	20.05.2022 @ 5.00 pm

TAMIL NADU POLLUTION CONTROL BOARD

No. 76, Mount Salai, Guindy, Chennai -600032.

Phone:22353134,Fax:044-22353068

Email: jcee1chn@tnpcb.gov.in

Website:<http://www.tnpcb.gov.in>

Tenderer's Signature with seal



TAMILNADU POLLUTION CONTROL BOARD

TENDER DOCUMENT FOR CARRYING OUT STATE WIDE SURVEY & COMPILE THE DIRECTORY OF MANUFACTURERS AND DISTRIBUTORS OF ECO-ALTERNATIVE MATERIALS FOR SINGLE USE PLASTICS (ONE TIME USE AND THROWAWAY PLASTICS) SUCH AS PLASTIC SHEET / CLING FILM USED FOR FOOD WRAPPING, PLASTIC SHEET USED FOR SPREADING ON DINING TABLE, PLASTIC THERMOCOL PLATES, PLASTIC COATED PAPER PLATES, PLASTIC COATED PAPER CUPS, PLASTIC TEA CUPS, PLASTIC TUMBLER, THERMOCOL CUPS, PLASTIC CARRY BAGS OF ALL SIZE & THICKNESS, PLASTIC COATED CARRY BAGS, NON-WOVEN POLYPROPYLENE CARRY BAGS FOR THE ENTIRE STATE OF TAMILNADU AND FURNISH TO TAMIL NADU POLLUTION CONTROL BOARD.

TABLE OF CONTENTS

S.No.	Subject	Page No.
I	Scope of Tender	3
II	Notice Inviting Tender	4
III	Special Instructions	6
IV	Instructions to the Bidders	7
V	Special Terms & Conditions of the Tender	20
VI	Letter of Tender	23
VII	Technical Bid	25
VIII	Statements and Declarations	26



TAMILNADU POLLUTION CONTROL BOARD

I. SCOPE OF TENDER

To carry out State wide survey & compile the directory of manufacturers and distributors of eco-alternative materials for Single Use Plastics (one time use and throwaway plastics) such as Plastic sheet / cling film used for food wrapping, Plastic sheet used for spreading on dining table, Plastic Thermocol plates, Plastic coated paper plates, Plastic coated paper cups, Plastic tea cups, Plastic tumbler, Thermocol cups, Plastic carry bags of all size & thickness, Plastic coated carry bags, Non-woven Polypropylene carry Bags for the entire state of Tamilnadu and furnish to Tamil Nadu Pollution Control Board.

The scope of the state wide survey is to list out all eco-alternative materials for Single Use Plastics along with the details of manufacturers and its distributors.

1. The Tamil Nadu Pollution Control Board has proposed to outsource the work of carrying out State wide survey & compile the directory of manufacturers and distributors of eco-alternative materials for Single Use Plastics (one time use and throwaway plastics) such as Plastic sheet / cling film used for food wrapping, Plastic sheet used for spreading on dining table, Plastic Thermocol plates, Plastic coated paper plates, Plastic coated paper cups, Plastic tea cups, Plastic tumbler, Thermocol cups, Plastic carry bags of all size & thickness, Plastic coated carry bags, Non-woven Polypropylene carry Bags for the entire state of Tamilnadu and furnishing the same to Tamil Nadu Pollution Control Board.
2. The successful Tenderer shall carrying out State wide survey & compile the directory of manufacturers and distributors of eco-alternative materials for Single Use Plastics (one time use and throwaway plastics) such as Plastic sheet / cling film used for food wrapping, Plastic sheet used for spreading on dining table, Plastic Thermocol plates, Plastic coated paper plates, Plastic coated paper cups, Plastic tea cups, Plastic tumbler, Thermocol cups, Plastic carry bags of all size & thickness, Plastic coated carry bags, Non-woven Polypropylene carry Bags for the entire state of Tamilnadu and furnishing the same to Tamil Nadu Pollution Control Board.
3. The Tamil Nadu Transparency in Tenders Act, 1998 and the Tamil Nadu Transparency in Tenders Rules, 2000 shall apply to this Tender.



TAMILNADU POLLUTION CONTROL BOARD

- 100 hard copies of the directory shall be furnished with good quality photographs and the description of the eco-alternative materials, its manufacturing details, capacity and the details of manufacturers and distributors and with 2 numbers of soft copy of the same.

II. NOTICE INVITING TENDER

Sealed tenders are invited from the reputed agencies/ educational institutions/ Research institutions / Consultants etc., for carrying out State wide survey & compile the directory of manufacturers and distributors of eco-alternative materials for Single Use Plastics (one time use and throwaway plastics) such as Plastic sheet / cling film used for food wrapping, Plastic sheet used for spreading on dining table, Plastic Thermocol plates, Plastic coated paper plates, Plastic coated paper cups, Plastic tea cups, Plastic tumbler, Thermocol cups, Plastic carry bags of all size & thickness, Plastic coated carry bags, Non-woven Polypropylene carry Bags for the entire state of Tamilnadu and furnishing the same to Tamil Nadu Pollution Control Board.

Bidding will be conducted under two cover system confirming to Tamilnadu Transparency in Tenders Act-1998 and Rules 2000.

1	Name of the work	To carry out State wide survey & compile the directory of manufacturers and distributors of eco-alternative materials for Single Use Plastics (one time use and throwaway plastics) such as Plastic sheet / cling film used for food wrapping, Plastic sheet used for spreading on dining table, Plastic Thermocol plates, Plastic coated paper plates, Plastic coated paper cups, Plastic tea cups, Plastic tumbler, Thermocol cups, Plastic carry bags of all size & thickness, Plastic coated carry bags, Non-woven Polypropylene carry Bags for the entire state of Tamilnadu and furnishing the same to Tamil Nadu Pollution Control Board within a period of three months.
2	Cost of Tender Document and availability	Tender document can be downloaded from the Tamil Nadu Pollution Control Board website www.tnpcb.gov.in at free of cost.
3	Date of Pre-Bid Meeting	16.05.2022 at 3.00 p.m



TAMILNADU POLLUTION CONTROL BOARD

4	Last Date and Time for Submission of Tender	20.05.2022 at 3.00 p.m
5	Due date and time for opening of Technical Bids	20.05.2022 at 05.00 p.m. If the due date happens to be a holiday, the bids will be received and opened on the next working day.
6	Time Period of survey & furnishing report in hard and soft copy	Three months

Consortium bids are not acceptable. For all other conditions / instructions please refer bid document

The Tamil Nadu Pollution Control Board, shall not be responsible for any postal delay or any loss of Tenders in transit. The Tamil Nadu Pollution Control Board, reserves the right to amend or withdraw any of the Terms and Conditions in the Tender Document or to cancel / reject all the tenders received without giving any notice or assigning any reason.

The Tenderers are requested to view the above website for any changes / amendments / corrigenda in the Tender which may be issued up to 2 days before the last date for submission of the Tender.

CHAIRMAN
Tamil Nadu Pollution Control Board



TAMILNADU POLLUTION CONTROL BOARD

III. Special Instructions for submission of Technical Bids

1. All pages of the Technical Bid should be signed by authorized signatory whose name should be communicated to the Tamil Nadu Pollution Control Board, with office seal without any omission.
2. Any document / credential submitted without signature of authorized persons will not be considered for evaluation.
3. Bidder should produce the originals for verification when ever required with the copies of those certificates enclosed along with the bid.
4. The downloaded documents shall be properly page numbered and spiral bounded and submitted along with necessary documents.



TAMILNADU POLLUTION CONTROL BOARD

IV. INSTRUCTIONS TO THE BIDDERS (ITB)

4.1 General Instructions:

The Bidders are requested to go through the instructions, terms, conditions and specifications given in the Tender Document carefully. Omissions or Failure to furnish any or all the required information in the Tender Document shall result in rejection of their bid.

4.2 Definition of Terms and Expansion of Abbreviations:

1	Tenderer/ Bidder	Tenderer / Bidder means who makes a formal offer in pursuance of this tender
2	Successful Tenderer	Successful Tenderer means the Tenderer whose offer is accepted by the Tender Accepting Authority at the price arrived at by The Tamil Nadu Pollution Control Board, after negotiation with L1.
3	Day	A day means a calendar day
4	Cost	Cost means the total cost to be incurred by the Tamil Nadu Pollution Control Board
5	EMD	Earnest Money Deposit
6	PG	Performance Guarantee

4.3 Bid Document:

The Bid Document consists of the following

- i. Scope of Tender
- ii. Notice Inviting Tender
- iii. Special Instructions for submission of bids
- iv. General Instructions to the Bidders
- v. Special Terms & Conditions of the Tender
- vi. Letter of Tender
- vii. Technical Bid
- viii. Statements and Declarations
- ix. Price bid.



TAMILNADU POLLUTION CONTROL BOARD

4.4 Qualification Criteria:

The bidders must fulfill the following eligibility conditions and also submit documentary evidence in support of fulfilling these conditions while submitting the Technical Bid. The Tamil Nadu Pollution Control Board will consider the Commercial Bid of the tenderers who qualify in the Technical bid. For those tenderers who are not qualified in the Technical Bid, the Commercial bid will not be considered for opening.

4.4.1. The bidder should have registered the firm under Companies Act or similar acts of Government of India or Tamil Nadu. (A copy of registration of the firm should be attached).

4.4.2 The Bidder should have registered under GST. (Copy of the Registration certificates should be enclosed).

Firms without documents mentioned in sections 4.4.1 to 4.4.2 will be rejected.

4.5 Pre-Bid Meeting:

There will be a **Pre Bid meeting on 16.05.2022 at 3.00 p.m** in the Tamil Nadu Pollution Control Board, Chennai 600032. During which the prospective Tenderers may seek clarifications about the Tender. The Tenderers shall send their queries, if any, in writing so as to reach the Member Secretary, the Tamil Nadu Pollution Control Board at least two days prior to the date of Pre-Bid Meeting. The Tenderers shall view the Websites given in the Notice Inviting Tender for updated information like change in date / venue etc., of the Pre-Bid meeting as the Tamil Nadu Pollution Control Board may not be able to identify and communicate with the prospective Bidders at this stage. Failure to attend the Pre-Bid meeting is not a disqualification as it is optional. In response to the relevant query of the prospective Tenderer, clarification will be given in writing. Only the clarifications given in writing shall be valid.

4.6 Change in Quantity:

The requirement of the study area given in the Notice Inviting Tender is approximate and it is likely to vary. The Tamil Nadu Pollution Control Board, if necessary, at the time of placement of work order shall either increase or decrease the quantity mentioned in the tender to the extent of 25%.



TAMILNADU POLLUTION CONTROL BOARD

4.7 Clarification regarding the Tender Conditions:

4.7.1 A prospective Bidder requiring any clarification with respect to any Tender condition may address to the Tender Inviting Authority by letter and he will respond in writing to any relevant query regarding the Tender conditions. However, correspondence in this regard or delay in getting reply from the Tamil Nadu Pollution Control Board shall not be taken as an excuse for delayed submission of tender or non submission of tender.

4.7.2. The clarifications to the relevant queries will also be uploaded on the website of The Tamil Nadu Pollution Control Board; <http://www.tnpcb.gov.in>

4.8 Amendments to the Tender:

The Tamil Nadu Pollution Control Board reserves the right to amend the tender condition on the basis of clarifications sought for by the prospective bidders, solely at its discretion up to 48 hrs before .05.2022 (i.e.) two days prior to the last date of submission of Tender. Such amendments shall be uploaded on the Websites: <http://www.tnpcb.gov.in>

Any addendum thus issued shall be part of the bidding documents and shall be communicated in writing/e-mail to all the purchasers of the bidding documents. Prospective bidders shall acknowledge receipt of each addendum by writing/e-mail to the Tamil Nadu Pollution Control Board.

At its discretion the Tamil Nadu Pollution Control Board may or may not extend the due date and time for the submission of bids on account of amendments / corrigenda, if any, issued subsequent to the date of Notice Inviting Tender.

All the Bidders must periodically browse the above websites for any amendment or corrigendum issued in connection with this Tender. The Tamil Nadu Pollution Control Board will not be responsible for the failure of the tenderer to update or to have comprehensive understanding of the provisions of this tender document including the changes announced through the websites.



TAMILNADU POLLUTION CONTROL BOARD

4.9 Language of the Bid:

The bid prepared by the bidder as well as all correspondence and documents relating to the bid shall be written in English language only.

4.10 Non Transferability:

The Tender Document sold to a tenderer is not transferable. It shall not be used by others and if used by others it will be rejected.

4.11 Downloading of Tender Document:

The tender document can be downloaded at free of cost from the website <http://www.tnpcb.gov.in> on A4 size paper and should be submitted in the form of a booklet. Submission of tender document in any other form will be rejected.

The Tenderer shall download corrigendum, if any, published subsequently and submit along with the tender. Otherwise the tender will be rejected. It is the responsibility of the Tenderer to check and have knowledge of any corrigendum / amendment issued and uploaded on the above websites.

The Tenderer shall download tender documents in original without any change / addition / deletion and correction. If any change / addition / deletion are detected at any stage after the award of the tender, the EMD as well as Performance Guarantee remitted by the Tenderer will be forfeited without any intimation and the Tenderer will also be black listed from participating in the subsequent tenders. Besides such Tenderers are liable to be prosecuted.

4.12 Cost of Tendering:

The tenderer shall bear all costs involved in the preparation and submission of tender and the Tamil Nadu Pollution Control Board shall in no case be responsible or liable for the costs of tendering incurred by the tenderer, irrespective of the outcome of the tenders.

4.13 Bid Validity

Bid shall remain valid for a period not less than (90 days) ninety days after the deadline date for bid submission specified. A bid valid for a shorter period shall be rejected by the Tamil Nadu Pollution Control Board as non-responsive.



TAMILNADU POLLUTION CONTROL BOARD

In exceptional circumstances, the Tamil Nadu Pollution Control Board may request to extend the period of validity for a specified additional period. The request and the bidder's responses shall be made in writing or by e-mail. A bidder may refuse the request without forfeiting his bid security (EMD). A bidder agreeing to the request will not be required or permitted to modify his bid, but will be required to extend the validity of his bid security for a period of extension.

4.14 Earnest Money Deposit (EMD):

4.14.1 An Earnest Money Deposit of 1% of the total cost including GST of the study shall be paid along with the Technical Bid by way of Demand Draft obtained from a Nationalized / Scheduled Bank drawn in favour of "Tamil Nadu Pollution Control Board" payable at Chennai.

The Bank Guarantee towards EMD will not be accepted.

4.14.2 The Earnest Money Deposit amount of the unsuccessful Tenderers will be returned after the award of the study pursuant to the selection of the successful tenderer and on written request from the unsuccessful tenderer. The Earnest Money Deposit amount held by The Tamil Nadu Pollution Control Board will not fetch any interest till it is refunded to the unsuccessful tenderers. The Earnest Money Deposit amount of the successful tenderer will not be adjusted against the Performance Guarantee (PG) payable for successful execution of the study and will be returned only after successful completion of the study.

4.14.3 Any tender not accompanied by Demand Draft towards Earnest Money Deposit as in Sub clause 4.14.1 above shall be rejected summarily by the Tamil Nadu Pollution Control Board.

The Earnest Money Deposit amount shall be forfeited

- a) if the tenderer withdraws the tender after opening of Technical Bid during the validity period specified in the tender document
- b) in the case of a successful bidder, if the bidder fails to sign the agreement or to remit the Performance Guarantee within the specified time limit.



TAMILNADU POLLUTION CONTROL BOARD

- c) If the bidder does not accept the correction of the bid price pursuant to clause 21(1).

Further the Tamil Nadu Pollution Control Board will blacklist the contractor without prejudice to any action that may be taken against the contractor.

4.15 Submission of Tender:

4.15.1 Submission of Tender in Two Cover System:

Tender shall be submitted in two parts in original i.e Part-A and Part-B. **The Part-A cover** shall contain the Technical Bid as per clause 4.15.2 and superscribed on the envelope as “Technical Bid- Part-A”- “Tender for carrying out State wide survey & compile the directory of manufacturers and distributors of eco-alternative materials for Single Use Plastics (one time use and throwaway plastics) for the entire state of Tamilnadu and furnishing to Tamil Nadu Pollution Control Board”.

The Part-B cover shall contain the Price-Bid- superscribed on the envelope as “Price Bid Part-B”- “Tender for carrying out State wide survey & compile the directory of manufacturers and distributors of eco-alternative materials for Single Use Plastics (one time use and throwaway plastics) for the entire state of Tamilnadu and furnishing to Tamil Nadu Pollution Control Board”.

On the Part B Cover, the Name and Address of the tenderer shall be written and sealed. Both the Covers i.e., Part-A and Part-B shall be put in an envelope superscribed thereon “Tender for carrying out State wide survey & compile the directory of manufacturers and distributors of eco-alternative materials for Single Use Plastics (one time use and throwaway plastics) for the entire state of Tamilnadu and furnishing to Tamil Nadu Pollution Control Board” and the Name and Address of the tenderer shall be written on that envelope and it shall be sealed. The sealed envelope addressed to the Tender Inviting Authority i.e. the Member Secretary, Tamil Nadu Pollution Control Board, shall be handed over to the Member Secretary, Tamil Nadu Pollution Control Board within the scheduled time and date of submission of the Tender. It may also be sent by post so as to reach the Member Secretary, Tamil Nadu Pollution Control Board within



TAMILNADU POLLUTION CONTROL BOARD

the stipulated time and date of the Tender. But the Tamil Nadu Pollution Control Board shall not be responsible for any postal delay or delay due to any other means of communication. Belated submission of Tenders by the Tenderers or belated receipt of Tenders by the Tamil Nadu Pollution Control Board shall result in summary rejection of such Tenders. If the last date scheduled for submission of the tender happens to be a Government holiday for any reason, the sealed tenders may be submitted on the next working day before the appointed time.

4.15.2 Documents to be furnished in the Part – A Cover in sequence indicated below:

- (a) Covering Letter.
- (b) Letter of Tenderer shall be duly signed by the authorized signatory in full with seal.
- (c) Crossed Demand Draft towards EMD
- (d) Technical Bid.
- (e) Statements 1 to 3 in VIII.
- (f) Letter of Authorization / Power of Attorney for signing the Tender Document shall be on a Non-Judicial Stamp Paper of value of not less than Rs.100/-. In the case of Public Sector Undertaking / Public / Private Limited Companies, Authorization from the appropriate authority to sign the tender document must be enclosed along with Technical Bid. Tenders received without such authorization shall be rejected.
- (g) Registration of the firm and GST Registration certificate obtained from statutory authorities and PAN Card (Photo Copies to be enclosed).

4.15.3 Details to be furnished in the Part- B (Price Bid) cover:

- a) Covering letter.
- b) Bid Price for the work with each page signed, dated and stamped with the seal of the firm.
- c) The offer shall be unconditional.
- d) The price quoted shall be all inclusive and no additional claim on any ground shall be entertained.



TAMILNADU POLLUTION CONTROL BOARD

- e) Apart from the Schedule of Prices duly filled in, the Bidders shall not enclose any other documents or statements that influence the price except Discount / Rebate letter. In such an event, the Tamil Nadu Pollution Control Board shall summarily disqualify the Bidder and reject the bid.

4.15.4 Signing of Tender:

The tender shall be typed or written legibly in indelible ink and shall be signed by the Tenderer or a person duly authorized to bind the Tenderer to the contract. All pages of the tender document shall be signed by the Tenderer or person(s) authorized to sign the Tender with the seal.

Any alterations, corrections or overwriting in the Tender document shall be treated valid only if they are authenticated by full signature of the person authorized to sign the tender.

4.16 Period of Project / study:

The contract period for Tender for carrying out State wide survey & compile the directory of manufacturers and distributors of eco-alternative materials for Single Use Plastics (one time use and throwaway plastics) such as Plastic sheet / cling film used for food wrapping, Plastic sheet used for spreading on dining table, Plastic Thermocol plates, Plastic coated paper plates, Plastic coated paper cups, Plastic tea cups, Plastic tumbler, Thermocol cups, Plastic carry bags of all size & thickness, Plastic coated carry bags, Non-woven Polypropylene carry Bags for the entire state of Tamilnadu and furnishing to Tamil Nadu Pollution Control Board” will be **three months** from the date of Work Order. However, the Tamil Nadu Pollution Control Board, may extend the period of project/study for further period on the same terms and conditions including the price.

4.17 Modification and Withdrawal of Tenders:

Tenderers may modify or withdraw their tenders by giving notice in writing before the due date for submission.

The modification or withdrawal notice shall be prepared, sealed, marked and delivered in accordance with clause 4.15.1, with the outer and inner envelopes additionally marked “MODIFICATION” or



TAMILNADU POLLUTION CONTROL BOARD

“WITHDRAWAL” as appropriate. No tenderer shall be allowed to withdraw/modify the tenders after the last date of submission of the tender.

Withdrawal or modification of tender between the deadline for submission of tenders and the expiration of the original period of validity specified or as extended period may result in forfeiture of the EMD.

4.18 Opening of Tenders:

Tenders will be opened at the scheduled date and time in the office of the Tamil Nadu Pollution Control Board in the presence of the Tenderers or their representatives who are authorised to represent the Tenderers.

The representatives of Tenderers who attend the Tender opening shall produce the proof of their identity and the authorization letter from the tenderers. (only one representative is permitted to attend Tender opening)

The Tenders received after the due date and time will not be considered. Tenders in unsealed cover or Tenders which are not signed in each page or in incomplete shape or through facsimile (Fax) or by electronic mail or through any other manner which is not in accordance with the instructions specified in the Tender Document will not be accepted.

Envelopes marked withdrawal shall be opened and read out first and their Tender shall not be opened. Subsequently all envelopes marked ‘Modification’ shall be opened and the submission therein shall be read out.

If the day fixed for opening of the tender happens to be a Government holiday for any reason, the sealed tenders shall be opened on the next working day at the appointed time.

Part- A cover containing Technical Bid shall be opened first. The supporting documents shall be cross-checked wherever required.

Provided that where more than one Tender is submitted by the same tenderer, the lowest eligible financial tender shall be considered for evaluation.

4.19 Criteria for Evaluation of Technical Bid:

Any Tender not containing the required documents and not fulfilling the qualification criteria indicated in the Tender document shall be summarily rejected.



TAMILNADU POLLUTION CONTROL BOARD

Prior to the detailed evaluation of bids, the Tamil Nadu Pollution Control Board, will determine whether each Bid

- a) meets the eligibility criteria
- b) has been properly signed and
- c) is substantially responsive to the requirements of the Bidding documents.

A substantially responsive bid is one which confirms to all the terms, conditions, and specifications of the tender documents, without material deviation. A material deviation or reservation is one which affects in any substantial way the scope, quality, or performance of the supply.

4.20 Opening of Price Bid (Part - B Cover):

Only the Price Bids of the Tenderers who are qualified in the Technical Bid shall be opened.

The date, time and venue of opening of Part - B Cover i.e. Price Bid will be intimated separately to the qualified eligible Tenderers.

The Price Bid will be opened on the intimated date and time in the presence of the Tenderers or their authorized representatives.

4.21 Evaluation of the Price Bid:

The Price Bid of the technically responsive tenders shall be evaluated and compared in accordance with the criteria specified. In the evaluation of the Price Bid, the following procedures shall be adopted as per Tamilnadu Transparency in Tenders Act & Rules.

In determining the lowest evaluated price, the following factors shall be considered.

- i. the quoted price shall be corrected for arithmetical errors;
- ii. in cases of discrepancy between the prices quoted in words and in figures, lower of the two shall be considered;
- iii. where there is a discrepancy between the unit and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern. The amount stated in the Bid will be adjusted by the Tamil Nadu Pollution Control Board, in accordance with the above



TAMILNADU POLLUTION CONTROL BOARD

procedure for the correction of errors with the concurrence of the Bidder and shall be considered as binding upon the bidder. If the bidder does not accept the correct amount the bid will be rejected, and the EMD may be forfeited.

- iv. The Tamil Nadu Pollution Control Board is empowered to negotiate with the L1 Tenderer. In case where two or more tenderers quoted the same price, the Tenderers may be asked to provide their best and final offer of the financial bid in a sealed cover and the tenderer offering the most advantageous financial bid shall be adjudged the lowest tenderer.

4.22 Approval of the Contract by the Syndicate of the Tamil Nadu Pollution Control Board:

The Contract shall be awarded only with the approval of the Syndicate to the successful L1 Tenderer with whom negotiations were made. The Syndicate, Tamil Nadu Pollution Control Board, is also the Appellate Authority.

4.23 Right to Accept / Reject any or all Bids:

The Tender Accepting Authority reserves the right to accept or reject any or all of the tenders including the lowest in full or in part without assigning any reasons thereof and without thereby incurring any liability to the Bidder or Bidders who may be affected financially or otherwise to this effect.

4.24 Letter of Acceptance:

The MEMBER SECRETARY, Tamil Nadu Pollution Control Board, shall issue the Letter of Acceptance to the successful Tenderer(s).

4.25 Payment of Performance Guarantee (PG):

The successful tenderers shall be required to furnish Performance Guarantee of 5% of the total cost quoted including GST as a guarantee for the performance of the Contract through Demand Draft or in the form of Irrevocable Bank Guarantee obtained from a Nationalised Bank valid for beyond the contract period of 3 months within 10 days from the date of issue of Letter of Acceptance. The Demand Draft shall be obtained from any one of the Nationalized Banks / Scheduled banks drawn in favour of "Tamil Nadu



TAMILNADU POLLUTION CONTROL BOARD

Pollution Control Board”, payable at Chennai. Failure of the successful bidder to furnish the security deposit shall constitute sufficient grounds for cancellation of the award and forfeiture of the EMD. No exemption will be allowed towards payment of Performance Guarantee under any circumstances.

The Performance Guarantee shall be released to the Contractor after the performance of the Contract in full without deficiency or default and to the entire satisfaction of the Tamil Nadu Pollution Control Board. The Performance Guarantee so held by the Tamil Nadu Pollution Control Board, shall not earn any interest till it is released to the Contractor. The release of the Performance Guarantee is subject to the forfeiture clauses in the Tender Document.

The Performance Guarantee shall be forfeited if the Contractor fails to execute the agreement within the stipulated time or fails to perform the contract or part of the contract. The Performance Guarantee shall also be liable for forfeiture for violation of any of the tender conditions or for the failure to furnish the report in hard and soft copy in full properly and promptly.

4.26 Execution of Agreement:

The successful Tenderer shall execute the Agreement for the fulfillment of the Contract on a Non-Judicial Stamp Paper to the value of Rs.100/- within 15 days from the date of issue of the Letter of Acceptance (LOA) of the Contract. The Agreement shall be part and parcel of the Contract and binding on the Tamil Nadu Pollution Control Board and the Contractor. In case of any difference or contradiction in the recitals in the Tender Document and the Agreement, the recitals in the Agreement shall prevail over those in the Tender Document.

The Contractor shall not assign or make over the Contract, the benefit or burden thereof to any other person or persons or Body Corporate for the execution of the Contract or any part thereof.

4.27 Interpretation:

If any question / doubt arise with reference to the interpretation of any provisions of the Tender Document, the decision of the Tamil Nadu Pollution Control Board, shall be final and binding.



TAMILNADU POLLUTION CONTROL BOARD

4.28 Corrupt or Fraudulent practices:

The Tamil Nadu Pollution Control Board, requires that Bidders observe the highest standard of ethics during the evaluation and execution of supply. In pursuance of this policy, the Tamil Nadu Pollution Control Board, defines for the purposes of this provision the terms set forth below as follows:

- i. 'Corrupt practice' means offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the evaluation process or in contraction execution.
- ii. 'Fraudulent practices' means a misrepresentation of facts in order to influence the evaluation process or execution of a contract / supply to the detriment of the Tamil Nadu Pollution Control Board, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial, non competitive levels and to deprive the Tamil Nadu Pollution Control Board, of the benefits of free and open competition.

Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.

Will declare a firm ineligible either indefinitely or for a stated period of time to be awarded a contract if it any time determines that the firm has engaged in corrupt and fraudulent practices in competing for or in executing the contract.



TAMILNADU POLLUTION CONTROL BOARD

V. SPECIAL TERMS & CONDITIONS OF THE TENDER

The Special Terms and Conditions of the Tender shall supplement the “GENERAL INSTRUCTIONS TO THE BIDDERS”.

The Tender for carrying out State wide survey & compile the directory of manufacturers and distributors of eco-alternative materials for Single Use Plastics (one time use and throwaway plastics) such as Plastic sheet / cling film used for food wrapping, Plastic sheet used for spreading on dining table, Plastic Thermocol plates, Plastic coated paper plates, Plastic coated paper cups, Plastic tea cups, Plastic tumbler, Thermocol cups, Plastic carry bags of all size & thickness, Plastic coated carry bags, Non-woven Polypropylene carry Bags for the entire state of Tamilnadu and furnishing to Tamil Nadu Pollution Control Board” stipulated in the work order shall be deemed to be the essence of the Contract.

The state wide survey shall list out all eco-alternative materials for Single Use Plastics along with the details of manufacturers and its distributors. 100 hard copies of the directory shall be furnished with good quality photographs along with the description of the eco-alternative materials, its manufacturing details, capacity and the details of manufacturers and distributors and with 2 numbers of soft copy of the same.

5.1 Release of Work Order:

Work Order shall be issued to the successful bidder only after furnishing Performance Guarantee and execution of agreement with Tamil Nadu Pollution Control Board as per clause 25 and 26 of Instruction to Bidders.

5.2 Obligation of the Tamil Nadu Pollution Control Board:

The Tamil Nadu Pollution Control Board will designate an officer who will deal with the Agency/Agencies.

5.3 Furnishing of Report:

The successful bidder / Agency shall carryout survey in each Districts of Tamilnadu, identify the Eco alternative manufacturers and distributors for single use and throw away plastic items such as Plastic sheet / cling film used for food wrapping, Plastic sheet used for spreading on dining table, Plastic Thermocol plates, Plastic coated paper plates, Plastic coated paper cups, Plastic tea cups, Plastic tumbler, Thermocol cups, Plastic carry bags of all size & thickness, Plastic coated carry bags, Non-woven Polypropylene carry Bags and furnish the



TAMILNADU POLLUTION CONTROL BOARD

report with the following details in the tabular column in hard copies of 100 numbers along with a soft copy to TNPCB within the time limit prescribed.

1. Sl.No.
2. District
3. Name of the firm/industry/Agency producing eco alternatives
4. Address
5. Raw materials used
6. Product manufactured
7. Quantity produced in nos/day or Kgs/Day
8. Name and address of the firm/Agency/Industry supplying eco-alternatives
9. Quantity of product to whom supplied with address in Nos or Kgs
10. Photograph of the products
11. Remarks

5.4 Payment Terms:

No advance payment shall be made.

The successful bidder shall make a presentation of the work done, details of survey, details collected etc and after furnish a draft report within the time period of **90 days**.

TNPCB will make necessary modifications/corrections in the draft report if needed.

The successful Bidder shall make appropriate changes suggested by TNPCB and shall furnish the directory in full shape of 100 hard copies in glossy sheet with a hard binding and 2 soft copies, within the time period of 90 days. On receipt of the final report, payment will be made to the successful bidder.

GST should be claimed as per existing rules. GST claimed in the bill should be remitted on time and proper returns to be filed by the Agency.

5.5 Termination of Contract:

5.5.1 Termination for Default:

- a) The Tamil Nadu Pollution Control Board may, without prejudice to any other remedy for breach of Contract by the Contractor,



TAMILNADU POLLUTION CONTROL BOARD

terminate the Contract in whole or part, by a 15 days' written notice of breach of Contract to the Contractor,

- i. if the Contractor fails to provide the final report
 - ii. if the Contractor is found to have involved in fraudulent, corrupt and unfair practices in competing for or in executing the Contract.
- b) If the Tamil Nadu Pollution Control Board terminates the Contract, the Tamil Nadu Pollution Control Board may engage required personnel, upon such terms and in such manner as it deems appropriate, and in that case the Contractor whose contract is terminated in whole or in part shall be liable to the Tamil Nadu Pollution Control Board for any additional costs involved in engaging the personnel for completing the report.

5.5.2 Termination for Convenience:

The Tamil Nadu Pollution Control Board may terminate the Contract in whole or in part at any time during the validity period of the Contract for its convenience by giving 15 days' written notice and without compensation to the Contractor. The notice of termination shall specify that termination is for the Tamil Nadu Pollution Control Board convenience, the extent to which the Contract is terminated, and the date upon which such termination becomes effective. The termination of the contract is without prejudice to the penal consequences and damages for which the Contractor shall be liable for violation of the Contractual obligations.

5.6. Grievances and Redressal:

As the Syndicate of Tamil Nadu Pollution Control Board is the Appellate authority, the tenderer may appeal to the Syndicate for any of their grievances.

5.7 Jurisdiction:

The courts in the city of Chennai alone shall have the jurisdiction to try any matter or dispute or reference between the Tamil Nadu Pollution Control Board and the Contractor arising out of the Contract.



TAMILNADU POLLUTION CONTROL BOARD

VI. LETTER OF TENDER

To

The MEMBER SECRETARY,
Tamil Nadu Pollution Control Board,
CHENNAI-600 032.

Sir,

I / We do hereby tender / offer to the Tamil Nadu Pollution Control Board for “**Carrying out State wide survey & compile the directory of manufacturers and distributors of eco-alternative materials for Single Use Plastics (one time use and throwaway plastics) such as Plastic sheet / cling film used for food wrapping, Plastic sheet used for spreading on dining table, Plastic Thermocol plates, Plastic coated paper plates, Plastic coated paper cups, Plastic tea cups, Plastic tumbler, Thermocol cups, Plastic carry bags of all size & thickness, Plastic coated carry bags, Non-woven Polypropylene carry Bags for the entire state of Tamilnadu and furnishing to the **Tamil Nadu Pollution Control Board**” conforming to the terms and conditions stated in the contract.**

I / We have understood the requirement of the Tamil Nadu Pollution Control Board, the details of the study to be done and furnishing of the report and have carefully understood the conditions of contract and the specification with all the stipulations of which I / We agree to comply.

I / We hereby undertake to carryout the District wise study as stipulated in the tender, within the time limit specified by the Tamil Nadu Pollution Control Board

I am / We are aware that carrying out the district wise study and furnishing the report is the essence of this contract and accordingly, I / we would adhere to the same.

I / We further agree that I / We would not withdraw this tender either in full or in part. If by chance, I / we have to withdraw the offer, I / we agree that the EMD paid will be forfeited by the Tamil Nadu Pollution Control Board, without any notice to me / us.

I / We affirm that in any previous tender to the Tamil Nadu Pollution Control Board I / we have not committed any fraud by furnishing wrong



TAMILNADU POLLUTION CONTROL BOARD

information and the Tamil Nadu Pollution Control Board had not written to us alleging fraud in our transaction with the Tamil Nadu Pollution Control Board.

I / We further confirm that in case, any of the information noted above is found to be incorrect, I / We will be liable for any action under the terms of the tender / contract including termination of the contract and forfeiture of the Earnest Money / Performance Guarantee deposit.

I / We hereby undertake and agree to pay the Security Deposit as per the tender conditions within ten days from the date of issue of Letter of Acceptance (LOA).

I / We undertake to sign the contract with the Tamil Nadu Pollution Control Board within fifteen days from the date of issue of Letter of Acceptance (LOA).

I / We further agree that the acceptance of the tender conditions would, by itself, constitute a valid and concluded contract binding on me/us, even if separate contract is not signed.

I / We further agree that in the event of my/our failing to execute the Contract within the period of fifteen days as referred to above, the MEMBER SECRETARY, Tamil Nadu Pollution Control Board, shall be entitled to cancel the contract and there upon arrange for any other person or persons to carry out the study and furnish report herein before mentioned and I / We agree to be liable for all damages, losses, charges and expenses arising from or by reason of such failure on our part.

Having fully understood the tender conditions and the above undertaking in this letter, we sign on this Day ofat Chennai.

Yours faithfully,

Authorized Signature :

Name & Title of Signatory:

Name of the Bidder :

Address :



TAMILNADU POLLUTION CONTROL BOARD

VII. TECHNICAL BID

Name of the work: To carry out State wide survey & compile the directory of manufacturers and distributors of eco-alternative materials for Single Use Plastics (one time use and throwaway plastics) such as Plastic sheet / cling film used for food wrapping, Plastic sheet used for spreading on dining table, Plastic Thermocol plates, Plastic coated paper plates, Plastic coated paper cups, Plastic tea cups, Plastic tumbler, Thermocol cups, Plastic carry bags of all size & thickness, Plastic coated carry bags, Non-woven Polypropylene carry Bags for the entire state of Tamilnadu and furnishing to Tamil Nadu Pollution Control Board.

Profile of the Company and details of the Eligibility Criteria:

1	Name of the Organization	
2	Nature of the Organization (Govt. / Public / Private / Partnership / Proprietorship)	
3	(a) Address of the Registered Office of the firm with Phone Number, Cell No, Fax and E-mail	
	(b) Year of Establishment:	
	(c) GST Reg. No	
	(d) PAN card details	
4	The Bidder should have registered with GST (Copy of the Registration certificates/ License obtained from the competent authority should be enclosed).	Yes / No
5	Local Office Address in Chennai if tenderer is outside Chennai city (Attach letter of Authorization for the specific representative of the Company)	
6	EMD PAYMENT PARTICULARS [The DD should be enclosed in the Technical Bid only]	
	(1) Number of Demand Drafts enclosed	
	(2) Demand draft particulars	
6	Details of past experience in the similar kind of work	

S.No	Name of the Bank and Branch	DD No. and Date	Amount (in Rs.)
		Total	

Signature:

Name of the Firm Phone/Cell No.



TAMILNADU POLLUTION CONTROL BOARD

VIII. STATEMENTS

1. DECLARATION

I / We having the registered office at
.....hereby declare
that the Firm / Company or its Partners / Shareholders have not been blacklisted by
the Tamil Nadu Pollution Control Board or any Undertaking / Corporation of the
Central / State Governments.

Signature of the Tenderer with Seal



TAMILNADU POLLUTION CONTROL BOARD

2. DECLARATION FORM

I/We

.....

... having the registered office at

.....

declare that I/we have carefully read all the terms and conditions of Tender floated by the Tamil Nadu Pollution Control Board, Chennai vide Tender Ref. No..... for carrying out State wide survey & compile the directory of manufacturers and distributors of eco-alternative materials for Single Use Plastics (one time use and throwaway plastics) such as Plastic sheet / cling film used for food wrapping, Plastic sheet used for spreading on dining table, Plastic Thermocol plates, Plastic coated paper plates, Plastic coated paper cups, Plastic tea cups, Plastic tumbler, Thermocol cups, Plastic carry bags of all size & thickness, Plastic coated carry bags, Non-woven Polypropylene carry Bags for the entire state of Tamilnadu and furnishing to Tamil Nadu Pollution Control Board strictly conforming to the specifications as given in the Tender Document and I / we shall abide by all the conditions set forth therein.

Signature of the Tenderer with Seal



TAMILNADU POLLUTION CONTROL BOARD

3. CERTIFICATE

I/wehaving office at
declare that the tender forms downloaded from the website
www.tnpcb.gov.in have not been tampered with / modified in any manner. In case,
if the same is found to be tampered with / modified, my / our Tender shall be
summarily rejected.

Signature of the Tenderer with Seal

SCHEDULE PART –A

To carry out State wide survey & compile the directory of manufacturers and distributors of eco-alternative materials for Single Use Plastics (one time use and throwaway plastics)

Name of work	To carry out State wide survey & compile the directory of manufacturers and distributors of eco-alternative materials for Single Use Plastics (one time use and throwaway plastics) such as Plastic sheet / cling film used for food wrapping, Plastic sheet used for spreading on dining table, Plastic Thermocol plates, Plastic coated paper plates, Plastic coated paper cups, Plastic tea cups, Plastic tumbler, Thermocol cups, Plastic carry bags of all size & thickness, Plastic coated carry bags, Non-woven Polypropylene carry Bags for the for the entire state of Tamilnadu and furnishing to Tamil Nadu Pollution Control Board
--------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

S.No	Quantity	Description of work	Rate	Amount
	Hard copies of Report – 100 nos	To carry out State wide survey & compile the directory of manufacturers and distributors of eco-alternative materials for Single Use Plastics (one time use and throwaway plastics) such as Plastic sheet / cling film used for food wrapping, Plastic sheet used for spreading on dining table, Plastic Thermocol plates, Plastic coated paper plates, Plastic coated paper cups, Plastic tea cups, Plastic tumbler, Thermocol cups, Plastic carry bags of all size & thickness, Plastic coated carry bags, Non-woven Polypropylene carry Bags for the for the entire state of Tamilnadu and furnishing to Tamil Nadu Pollution Control Board		
	soft copies of the report – 2 nos.			
		Total for the project		
		GST %		
		Total Amount		

(Rupees -----only)

SIGNATURE OF THE CONTRACTOR WITH SEAL

SCHEDULE PART – B

CONDITIONS

The successful bidder / Agency shall carryout survey in each Districts of Tamilnadu, identify the Eco alternative manufacturers and suppliers for Single Use Plastics (one time use and throwaway plastics) such as Plastic sheet / cling film used for food wrapping, Plastic sheet used for spreading on dining table, Plastic Thermocol plates, Plastic coated paper plates, Plastic coated paper cups, Plastic tea cups, Plastic tumbler, Thermocol cups, Plastic carry bags of all size & thickness, Plastic coated carry bags, Non-woven Polypropylene carry Bags for the entire state of Tamilnadu and furnish the report with the following details as per the tabular column in hard copies and soft copy to the TNCPB within the time limit prescribed.

1. Sl.No.
2. District
3. Name of the firm/industry/Agency producing eco alternatives
4. Address
5. Raw materials used
6. Product manufactured
7. Quantity produced in nos/day or Kgs/Day
8. Name and address of the firm/Agency/Industry supplying eco-alternatives
9. Quantity of product to whom supplied with address in Nos or Kgs
10. Photograph of the products
11. Remarks

SIGNATURE OF THE CONTRACTOR WITH SEAL