

**Bangladesh Coast Guard Force
Agargaon Administrative Area
Sher-e-Bangla Nagar,Dhaka-1207**

**T E N D E R D O C U M E N T
FOR THE PROCUREMENT OF
GOODS (NATIONAL)**

(LTM)

**Purchase of Clothing item
02 Lot (03 Line items)**

Invitation for Tender No: 44.08.2680.060.50.004.17.1928 Date: 18 October 2017.

Tender Package No: GR (Log- 11)

Issued on :

Section 2. Tender Data Sheet

Instructions for completing the Tender Data Sheet are provided, as needed, in the notes in italics and under lined mentioned for the relevant ITT clauses.

ITT Clause	Amendments of, and Supplements to, Clauses in the Instruction to Tenderers
A. General	
ITT 1.1	<p>The Procuring Entity is Director General Bangladesh Coast Guard; Coast Guard Headquarters, Agargaon Administrative Area; Sher-e-Bangla Nogar ; Dhaka-1207.</p> <p>The Name of the Tender is: Purchase of Clothing Items Muffler Blue woollen, Socks cotton and Socks Turkish.</p> <p>Tender Ref : 44.08.2680.060.50.004.17.1928 Date: 18 October 2017.</p> <p>Lot No: 1 Muffler Blue woollen-1,500 Nos</p> <p>Lot No: 2</p> <p style="margin-left: 40px;">a. Socks Cotton - 15,000 Prs</p> <p style="margin-left: 40px;">b. Socks Turkish – 4,000 Prs</p>
ITT 3.1	Only Enlisted Tenderers of the categories (General Supplier) are eligible.
B. Tender Document	
ITT 6.1	<p>For <u>clarification of Tender purposes</u> only, the Procuring Entity's address is:</p> <p>Attention: Assistant Director Logistics (Stores).</p> <p>Address: Bangladesh Coast Guard Force, Headquarters, Agargaon Administrative Area, Block No-E, Plot No-12/B, Sher-e-Bangla Nogar, Dhaka-1207.</p> <p>Telephone: 8715683/01766690086/01766690090.</p> <p>Electronic mail address: log_dte@coastguard.gov.bd</p>
C. Qualification Criteria	
ITT 9.1(a)	The Tenderer shall have a minimum of 01 years of overall experience in the supply of goods and related services.
ITT 9.1(b)	The Tenderer shall have successfully completed minimum 01 numbers supply contract of similar goods and related services within last 05 years.
ITT 10.1	<p>The minimum amount of liquid asset or working capital or credit facility is</p> <p>Lot No – 1 - Tk. 3,13,000/00</p> <p>Lot No – 2 - Tk. 18,05,500/00</p> <p style="text-align: center;">{ As supporting documents updated Bank statement will be appreciated }</p> <p>(For Bank Solvency Certificate: The email address of the Issuing Bank including telephone, Mobile & Fax Number to be mentioned with the tender document for official purpose).</p>
D. Preparation of Tender	
ITT 15.3	Tenders are being invited for 02 lots (03 line items) "lot-by-lot" basis.
ITT 19.1	The Tender validity period shall be 90 days .
ITT 20.1	The amount of the Tender Security shall be TK: Not Applicable .

ITT 20.6	No Tender Security shall be Required: (NA)
E. Submission of Tender	
ITT 22.1	For <u>Tender submission purposes</u> ,the Procuring Entity's address is: Attention Director Logistic Address: Bangladesh Coast Guard Force, Coast Guard Force Headquarters, Agargaon Administrative Area, Block No-E, Plot No-12/B, Sher-e-Bangla Nogar, Dhaka-1207. The deadline for submission of Tenders is On 01 November 2017 at 12.00 pm.
F. Opening and Evaluation of Tenders	
ITT 24.1	The Tender opening shall take place at Bangladesh Coast Guard Force, Coast Guard Force Headquarters, Agargaon Administrative Area, Block No-E, Plot No-12/B, Sher-e-Bangla Nogar, and Dhaka-1207. On 01 November 2017 at 12.30pm.
G. Award of Contract	
ITT 37.1	The amount of Performance Security shall be ten [10%] percent of the Contract Price.

Section 4. Particular Conditions of Contract

<i>Instructions for completing the Particular Conditions of Contract are provided, as needed, in the notes in italics mentioned for the relevant GCC clauses.</i>	
GCC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
GCC 1.1(i)	The Procuring Entity is Director Logistics, Bangladesh Coast Guard Force.
GCC 5.1	The documents to be furnished by the Supplier shall be as follows: <ul style="list-style-type: none"> a. Supplier's invoice showing Goods' description, quantity, unit rates, total amount etc; b. Supplier's Warranty Certificate (if required); <i>[The above requirements should be reviewed by a Procuring Entity on a case-by-case basis, with amendments being made as necessary.]</i>
GCC 8.1	The Contract price is: [N/A]
GCC 13.1	<i>The period of validity of the Warranty shall be : Lot No-1: 18 months & Lot No-2: 12 months From the date of acceptance & delivery of goods.</i>
GCC 15.1	The applicable rate for liquidated damages for delay shall be: one half of one percent (0.5%) of the Contract value per week or part thereof. The maximum amount of liquidated damages shall be: Ten (10%) percent of the Contract Price.
CC 18.2 (b)	Arbitration shall take place in: Bangladesh Coast Guard Force, Coast Guard Force Headquarters, Agargaon Administrative Area, Block No-E, Plot No-12/B, Sher-e-Bangla Nogar, Dhaka-1207.

Section 5. Tender Forms & Contract Forms

Form	Title
Tender Forms	
PG2 – 1	Tender Submission Letter
PG2 – 2	Price Schedule for Goods & Related Services
PG2 – 3	Specifications Submission and Compliance Sheet

Forms PG2-1 to PG2-3 comprises part of the Tender and should be completed as stated in ITT Clause 6.

Contract Forms

PG2 – 6	Notification of Award
PG2 – 7	Contract Agreement
PG2 – 8	Pay Order for Performance Security

Forms PG2-6 to PG2-8 comprises part of the Contract.

Tender Submission Letter (Form PG2 – 1)

[This letter shall be completed and signed by the Authorized Signatory preferably on the Letter-Head pad of the Tenderer].

To:	Date :
<i>[Name and address of Procuring Entity]</i>	
Invitation for Tender No: 44.08.2680.060.50.004.17.1928 Date: 18 Oct 2017.	
Tender Package No:	GR (Log-11)
Lot No:	1 & 2

In accordance with ITT Clauses 7, the following prices apply to our Tender:

The Tender Price is: (ITT Clause 7)	<i>Taka [state amount in figures] and Taka[state amount in words]</i>
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In signing this letter, and in submitting our Tender, we also confirm that:

- a) our Tender shall be valid for the period stated in the Tender Document (ITT Sub-Clause 11.1) and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- b) a Tender Security is attached in the form of a *[pay order / bank draft / bank guarantee]* in the amount stated in the Tender Document (ITT Clause 12) and valid for a period of 28 days beyond the Tender validity date;
- c) We, declare that we are eligible to participate in this Tender and meet the eligibility criteria specified in the Tender Document (ITT Clause 3);
- d) furthermore, we are aware of ITT Clause 2.2 concerning such practices and pledge not to indulge in such practices in competing for or in executing the Contract;
- e) We understand that your written Notification of Award shall become a binding Contract between us, until a formal Contract is prepared and executed.

Signature:

[insert signature of authorised representative of the Tenderer]

Name:

[insert full name of signatory with National ID]

In the capacity of:

[insert designation of signatory]

Duly authorized to sign the Tender for and on behalf of the Tenderer

Price Schedule for Goods & Related Services (Form PG2-2)

Invitation for Tender No:	44.08.2680.060.50.004.17.1928	Date:	18 Oct 2017
Tender Package No:	GR (Log-11)	Package Description:	<i>[enter description as specified in Section 6]</i>
Tender Lot No:	1 & 2	Lot Description:	<i>[enter description as specified in Section 6]</i>

A: PRICE OF GOODS (Including Spare Parts, Related Services if any) AND DELIVERY SCHEDULE

1	2	3	4	5	6	7	8
Item No .	Description Of Item	Unit of Measurement	Quantity	Unit price	Total price (col. 4 × 5)	Point of Delivery as per Schedule of Requirement	Delivery Period Offered as per Schedule of Requirement
				(Note1)		(Note2)	

Note 1: Price shall include all customs duties, VAT and other taxes already paid or payable if Contract is awarded and Shall be delivered price in final destination or at point of delivery.

Note 2: The Tenderer will complete these columns as appropriate following the details specified in Section 6: Schedule of Requirements

Signature:	<i>[insert signature of authorized representative of the Tenderer]</i>
Name:	<i>[insert full name of signatory with National ID]</i>
In the capacity of:	<i>[insert designation of signatory]</i>
Duly authorised to sign the Tender for and on behalf of the Tenderer	

Specifications Submission and Compliance Sheet (Form PG2-3)

Invitation for Tender No:	44.08.2680.060.50.004.17.1928	Date:	18 Oct 2017
Tender Package No:	GR(Log- 11)	Package Description:	<i>[enter description as specified in Section 6]</i>
Tender Lot No:	1 & 2	Lot Description:	<i>[enter description as specified in Section 6]</i>

Item No.	Name of Goods or Related Service	Country of Origin	Make and Model (<i>when applicable</i>)	Full Technical Specifications and Standards
1	2	3	4	5
	FOR GOODS			Note 1
	FOR RELATED SERVICES			

[The Tenderer should complete all the columns as required]

Signature:

<i>[insert signature of authorized representative of the Tenderer]</i>
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Name:

<i>[insert full name of signatory with National ID]</i>

In the capacity of:

<i>[insert designation of signatory]</i>
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Section 6. Schedule of Requirements

Invitation for Tender No: 44.08.2680.060.50.004.17.1928 Date 18 Oct 2017

Tender Package No: GR (Log-11) Lot No 1 & 2

A. List of Goods and Delivery Schedule

When completing Form PG2-2 the Tendered shall quote prices and contract delivery dates for each item against each lot and show each Lot separately, as specified in the List of Goods and Delivery Schedule.)

Item No.	Description of Item	Unit of Supply	Quantity of Units required	Point of Delivery	Date Required (in weeks)
1	2	3	4	5	6
Procuring Entity's Option for delivery terms is: <i>[note 1]b</i>					
Lot No 1:					
1.	Muffler Blue Woolen	Nos	1,500	CGHQ	12 weeks after signing the Contract.

Lot No 2:					
a.	Socks Cotton	Prs	15,000	CGHQ	12 weeks after signing the Contract.
b.	Socks Turkish	Prs	4,000		

Section – 07

Tender Specification: Muffler

Lot No- 1:

Specifying Item and Quantity.

1. Name of Item : Muffler.
2. Quantity : 1,500 in No.
3. Material : Acrylic-100%.
4. Color : Navy Blue.
5. Design and Quality : As per Coast Guard Stock Sample or (**Better quality of Muffler** than Present Stock Sample, will be appreciated).
6. Color Fastness : Color should remain unchanged after following tests.
 - a. Washing Test No. 2 Gray scale rating 4/5
 - (1) Ingredient - 0.2% alkali free soap
 - (2) Temperature - 60⁰ C
 - (3) Time - 1.5 hours
 - b. Exposure to Sunlight for 72 hours. Blue scale rating 6-7
7. Length : 160 cm ± 2cm (without laces).
8. Width : 30cm ± 1cm (Double fold).
9. No of Ribs/ 2.5 cm : 12 No.
10. Weight : 175 ~ 185 gm.
11. **Make and Stitch.** The muffler should be free from weaving defect, loose weaving and color shade difference. Muffler should be double folded and both ends secured with double stitching and end finishing with embroidery.

Delivery Requirements:

12. **Packaging.**

- a. Each Muffler is to be delivered in a transparent poly packet.
- b. Such 05 (Five) Muffler of same size is to be tied by cotton twine to form a bundle and such 04 (Four) bundles of Muffler is to be packed in a good quality carton of required size.

13. **Marking.**

- a. **Muffler.** Each Muffler should have a label affixed at one end and printed on it the followings:
 - (1) Supplier's name.
 - (2) Production month and year.
 - (3) Bangladesh Coast Guard.
- b. **Carton.** Each Carton should have following endorsement:
 - (1) Name of Item.
 - (2) Contract No. and date.
 - (3) Consignee's address.
 - (4) Supplier's address.
 - (5) Quantity and color in each carton.
 - (6) Endorsement of CI & QC as to inspection and acceptance (CI & QC will make endorsement after inspection and acceptance).

14. **Delivery Schedule.** Supplier is to deliver Mufflers which are accepted by CI & QC. Muffler are to be made as per contract sample (sample is for design and out look) and contract specification for item, material composition and manufacturing requirements and delivered at supplier's cost and risk to consignee. Delivery schedule for the procurement quantity is mentioned below:

Consignee	Delivery Time after Signing the Contract	Quantity of Muffler
Director Logistics	84 Days	1,500

15. **Warranty Certificate.** Supplier is to give Warranty Certificate for Muffler which should clearly fulfill following requirements.

- a. 18 (Eighteen) months self life (from the date receipt by the consignee) against material and color i.e. color and material quality will remain unchanged for 18 months in normal storage condition. If the color becomes faded or material condition deteriorates or any defective item is detected at any time during the warranty period then Supplier is to replace defective Muffler(s) free of cost to the buyer.
- b. Warranty should be effective from the date of receipt by consignee.
- c. Contract number should be mentioned in the warranty certificate.

16. **Quality Assurance Certificate (QAC).** Supplier is to obtain QAC from the manufacturer and submit along with each consignment.

17. **Inspection by CI & QC.** CI&QC will inspect Muffler at CGHQ/Factory Premises. During Inspection following points to be considered by CI&QC:

- a. Quality & Quantity.
- b. Appearance.
- c. Muffler used for test.
- d. Laboratory test for fabric (as required).
- e. Deposit 02 No Muffler Used for testing purpose.

Other Required Information for Supplier :

18. **Evaluation of Tender Offer(s).** Tender offers will be evaluated on the basis of following:

- a. Quality of material.
- b. Design finishing and outlook.
- c. Measurements.
- d. Weight and other parameters given in the specification.
- e. Material test in laboratory (as required) to examine compatibility of material of Supplier's sample with tender specification.
- f. Price.

19. **Supplier Service and Responsiveness.** Supplier must reply to buyer's or his representative's query within 03 days of raising the query.

20. **Payment.** Payment will be made in BDT as per BCG policy/ PPR-2008.

21. **Liquidated Damage (LD).** LD will be applicable as per STD policy/ PPR-2008 .

22. **Sample Submission.** Bidder is to submit 02 in no Muffler as sample along with tender offer. Samples will be used for test. Supplier is to provide required quantity of item for Lab test. Item quantity is taken for Lab test is non refundable.

23. **Validity of Offer Required.** Tender offer must be valid for 90 days from the date opening tender.

24. **Price Quotation.** Price is to be quoted in BDT as follows:

Item	Deno	Qty	Unit Price	Total Price
Muffler (Blue Woolen)	No	1,500		

Section – 07

Tender Specification: Socks Cotton

Lot No- 2.

Specifying Item and Quantity (Line No-1):

1. Name of Item : Socks Cotton.
2. Color : Black.
3. Quantity : 15,000 Pairs.
4. Design and Quality : As per Coast Guard Stock Sample or (**Better quality of Socks Black Cotton** than Present Stock Sample, will be appreciated).
5. Identification of fabrics : Cotton.
6. Length of Leg with rip : 240± 10mm
7. Length Foot : 230± 10mm
8. Length of rip : 50± 5mm
9. Width of Leg : 90±5 mm
10. Width of Foot : 100±5 mm
11. Width of Rip : 80±5 mm
12. No of needles : 155 ±5 No.
13. Wt. of one pair : 60 ± 5 gm.
14. Number of Elastic Course: 54 ± 1
15. **Color Fastness:**
 - a. Washing Test: No change. Gray scale rating 4/5
 - b. Rubbing Test: No change. Gray scale rating 4/5
 - c. Exposure to Sunlight (96 hours): No change. Blue scale rating 6-7
16. **Shrinkage:** Percentage of shrinkage is to be 0%.

Delivery Requirements:

17. **Packaging.**

- a. Each pair of sock should be packed in a polythene packet.
- b. 500 pairs of socks are to be supplied in good quality carton.

18. **Marking.**

- a. **Socks.** Each sock is to be marked at the foot of sock as follows:
 - (1) Firm's Name.
 - (2) Production Month and Year.
 - (3) Bangladesh Coast Guard.
- b. **Carton.** Following marks are to be endorsed on each carton with indelible ink:
 - (1) Name of Item.
 - (2) Contract No. and date.
 - (3) Consignee's address.
 - (4) Supplier's address.
 - (5) Color code and Quantity in each carton.
 - (6) Endorsement of CI & QC as to inspection and acceptance (CI & QC will make endorsement after inspection and acceptance).

19. **Delivery Schedule.** Supplier is to deliver socks which are accepted by CI & QC. Socks are to be made as per contract sample (sample is for the out look and design) and contract specification item, material and manufacturing requirements and delivered at Supplier's cost and risk to consignee(s). Delivery schedule for the procurement quantity is mentioned below:

Consignee	Delivery Time after Signing the Contract	Quantity
		Socks Cotton
Director Logistics	84 Days	15,000

20. **Warranty Certificate.** Supplier is to give Warranty Certificate for socks blue which should clearly fulfill following requirements.

- a. 12 (Twelve) months self life (from the date receipt by the consignee) against material and color i.e. color and material quality will remain unchanged for 12 months in normal storage condition. If the color becomes faded or material condition deteriorates or any defective cloth is detected at any time during the warranty period then supplier is to replace defective sock free of cost to the buyer.
- b. Warranty should be effective from the date of receipt by the consignee.
- c. Contract number should be mentioned in the certificate.

21. **Quality Assurance Certificate (QAC).** Supplier is to obtain QAC from the manufacturer and submit along with each consignment.

22. **Inspection by CI & QC.** CI & QC will inspect socks black cotton at CGHQ/Factory Premises. During Inspection following points to be considered by CI & QC:

- a. Quality & Quantity.
- b. Appearance.
- c. Socks used for test.
- d. Laboratory test for fabric (as required).
- e. Deposit 02 Prs Socks Cotton Used for testing purpose.

23. **Inspection by Consignee.** Consignee will receive the items in CGHQ premise. Following points will be considered by the Consignee:
- a. Packaging
 - b. Marking
 - c. Quantity
 - d. Endorsement of CI & QC as to inspection and acceptance.

Other Required Information for the Bidder

24. **Evaluation of Offer(s).** Tender offer(s) will be evaluated on the basis of:
- a. Washing Test.
 - b. Rubbing Test.
 - c. Color fastness.
 - d. Design finishing and outlook.
 - e. Material test in laboratory (as required) to examine compatibility of material of supplier's sample with specification.
 - f. Price.
25. **Supplier Service and Responsiveness.** Supplier must reply to buyer's query within 03 days of raising the query.
26. **Payment.** Payment will be made in BDT as per BCG policy/ PPR-2008..
27. **Liquidated Damage (LD).** LD will apply as per STD policy/ PPR-2008..
28. **Sample Submission.** Bidder is to submit 04 pair's socks Cotton as sample along with tender offer. Socks will be used for test. Supplier is to provide required quantity of item for Lab test. Item quantity is taken for Lab test is non refundable.
29. **Validity of Offer Required.** 90 days from the date of opening tender.
30. **Price Quotation.** Price is to be quoted in BDT as follows:

Item	Deno	Qty	Unit Price	Total Price
Socks Cotton (Black)	Pair	15,000		

Section – 07

Tender Specification: Socks Turkish

Lot No- 2.

Specifying Item and Quantity (Line No-2):

1. Name of Item : Socks Turkish.
2. Color : Black
3. Quantity : 4,000 Prs.
4. Design and Quality : As per Coast Guard Stock Sample or (Better **quality of Socks Turkish(Black)** than Present Stock Sample, will be appreciated).
5. Identification of fabrics : Woolen/Turkish.
6. Length of Leg with rip : 310± 10 mm
7. Length Foot : 230± 10 mm
8. Length of rip : 90± 5 mm
9. Width of Leg : 100±5 mm
10. Width of Foot : 100±5 mm
11. Width of Rip : 80±5 mm
12. No of needles : 155 ±5 No.
13. Wt. of one pair : 80±5 gm.
14. Number of Elastic Course: 54 ± 1
15. **Color Fastness:**
 - c. Washing Test: No change. Gray scale rating 4/5
 - d. Rubbing Test: No change. Gray scale rating 4/5
 - c. Exposure to Sunlight (96 hours): No change. Blue scale rating 6-7
16. **Shrinkage:** Percentage of shrinkage is to be 3%.

Delivery Requirements:

17. **Packaging.**

- c. Each pair of sock should be packed in a polythene packet.
- b. 200 pairs of socks are to be supplied in good quality carton.

18. **Marking.**

- a. **Socks.** Each sock is to be marked at the foot of sock as follows:
 - (4) Firm's Name.
 - (5) Production Month and Year.
 - (6) Bangladesh Coast Guard.
- b. **Carton.** Following marks are to be endorsed on each carton with indelible ink:
 - (6) Name of Item.
 - (7) Contract No. and date.
 - (8) Consignee's address.
 - (9) Supplier's address.
 - (10) Color code and Quantity in each carton.
 - (6) Endorsement of CI & QC as to inspection and acceptance (CI & QC will make endorsement after inspection and acceptance).

19. **Delivery Schedule.** Supplier is to deliver socks which are accepted by CI & QC. Socks are to be made as per contract sample (sample is for the outlook and design) and contract specification item, material and manufacturing requirements and delivered at Supplier's cost and risk to consignee(s). Delivery schedule for the procurement quantity is mentioned below:

Consignee	Delivery Time after Signing the Contract	Quantity
		Socks Turkish
Director Logistics	84 Days	4,000

20. **Warranty Certificate.** Supplier is to give Warranty Certificate for socks blue which should clearly fulfill following requirements.

- a. 12 (Twelve) months self life (from the date receipt by the consignee) against material and color i.e. color and material quality will remain unchanged for 12 months in normal storage condition. If the color becomes faded or material condition deteriorates or any defective cloth is detected at any time during the warranty period then supplier is to replace defective sock free of cost to the buyer.
- d. Warranty should be effective from the date of receipt by the consignee.
- c. Contract number should be mentioned in the certificate.

21. **Quality Assurance Certificate (QAC).** Supplier is to obtain QAC from the manufacturer and submit along with each consignment.

22. **Inspection by CI & QC.** CI & QC will inspect socks Turkish at CGHQ/Factory Premises. During Inspection following points to be considered by CI & QC:

- a. Quality & Quantity.
- b. Appearance.
- c. Socks black Turkish used for test.
- d. Laboratory test for fabric (as required).
- e. Deposit 02 Prs Socks Turkish Used for testin

23. **Inspection by Consignee.** Consignee will receive the items in CGHQ premise. Following points will be considered by the Consignee:

- a. Packaging
- b. Marking
- c. Quantity
- d. Endorsement of CI & QC as to inspection and acceptance.

Other Required Information for the Bidder:

24. **Evaluation of Offer(s).** Tender offer(s) will be evaluated on the basis of:

- e. Washing Test.
- f. Rubbing Test.
- g. Color fastness.
- h. Design finishing and outlook.
- e. Material test in laboratory (as required) to examine compatibility of material of supplier's sample with specification.
- f. Price.

25. **Supplier Service and Responsiveness.** Supplier must reply to buyer's query within 03 days of raising the query.

26. **Payment.** Payment will be made in BDT as per BCG policy/ PPR-2008..

27. **Liquidated Damage (LD).** LD will apply as per STD policy/ PPR-2008..

28. **Sample Submission.** Bidder is to submit 04 pair's socks as sample along with tender offer. Socks will be used for test. Supplier is to provide required quantity of item for Lab test. Item quantity is taken for Lab test is non refundable.

29. **Validity of Offer Required.** 90 days from the date of opening tender.

30. **Price Quotation.** Price is to be quoted in BDT as follows:

Item	Deno	Qty	Unit Price	Total Price
Sock Turkish (Black)	Prs	4,000		