

NATIONAL DESIGN CENTRE (NDC)

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EXPRESSION OF INTEREST

NDC invites EOI from the reputed agencies / firm for supply of Tools Kits for Cane & Bamboo and Embroidery Crafts as per the detailed specifications given in the scope of work.

Interested agencies may submit their EOI along-with financial quotes on above address. The detailed TOR for the same can be downloaded from www.nationaldesigncentre.org. Last date for submission of EOI shall be within 7 days from this publication.

INTRODUCTION

National Design (NDC) with the support of Development Commissioner (Handicrafts), Ministry of Textiles, Govt. of India undertaking a project for Development & Distribution improved Tool Kits to the Embroidery Craft and Cane & Bamboo Craft artisans of various cluster in India.

Accordingly, NDC with the help of Technical Services of Central Tool Room, Ministry of Small & Medium Enterprises (MSME), Govt. of India and Centre for Glass & Ceramic Research Institute (CGCRI), Khurja, U.P. developed the tool kits for distribution among the artisans for Embroidery & Cane & Bamboo Craft.

The tool kits have been developed with an aim to provide improved tools to the artisans / craft persons and entrepreneurs so as to boost the segment with better Process Control leading to:

- i) Higher Productivity
- ii) Reduced Process Time
- iii) Better Product quality
- iv) Consistency in Product Quality
- v) Reduction of Wastages/Rejections
- vi) Saving in terms of Chemicals and Dyes
- vii) Protecting the Health and Safety of Operators

INDICATIVE SCOPE OF WORK

NDC intends to distribute the Improved Tool Kits to artisans as per following details:

SL. NO.	NAME OF CLUSTER	NAME OF CRAFTS	NO. OF TOOL KITS
1.	Thrissur, Kerala	Bamboo Craft	50
2.	Idukki, Kerala	Bamboo Craft	50
3.	Saharanpur, U.P.	Embroidery	50
4.	Agra, U.P.	Embroidery	50
5.	Yamuna Nagar, Haryana	Embroidery	50

- Details of Tools along-with their specifications which shall be supplied is as under:

1. CANE & BAMBOO CRAFT

SL. NO.	TOOL DESCRIPTION	FUNCTION / SPECIFICATION	QTY.
1	Gauging Chisel (big+ small)	Bamboo turning	2
2	Skew Chisel (big + small)	Bamboo turning	2
3	Parting Chisel	Bamboo turning	1
4	Square Chisel (big + small)	Bamboo turning and carpentry	2
5	Hacksaw for woodwork	Cutting and sizing	1
6	Hammer	Impelling	1
7	Measuring Tape	Measuring	1
8	Metal Scale	Measuring	2

9	Small file for sharpening Hacksaw blade	Abrading	1
10	Tri Square	Measuring	1
11	Measuring Guage plate	Measuring	1
12	Bamboo splitting knife	Splitting	1
13	Combination Stone	Grinding	1
14	Power operated hand drill small	Boring	1
15	Power Operated Angel Grinder small	Grinding	1

2. EMBROIDERY CRAFT

Sl. No.	Items	Specification	Quantity
1	Stitching Machine	(ISI approved, Foot Operated machine)	1 pc
2	Embroidery rounds frame Small, medium & large	(8", 10", 12")	2 pcs
3	Tracing paper Sheet		5 pcs.
4	Zari needles for Kasab	1 taar, 2 taar, 3 taar, 8 taar	2 pcs each
5	Pencils HB & B		1 pack each
6	Powder for tracing		250 gm
7	Steel Scale	1 ft. & 2 ft.	1 pc each
8	Measuring Tape (Tailor)		2 pcs.
9	Scissor		1 pc
10	Thread Trimmer		2 pcs.
11	Seam Ripper		4 pcs.
12	Zardozi Needles	9 upto 12 No.	1 pack each
13	Pattern Cloth		2 pc
14	Finger Thimble		5 pcs.

- All the above Tool Kits to be delivered at the clusters specified in the Scope of work (page 2)
- Each tool Kits should be packed in a presentable box / bag.
- Supplier have to provide consent letter from authorized dealer / supplier of branded items for the authenticity of the products along-with the warranty card.
- All the tool kits to be inspected by the officials in respective cluster before distribution among the artisans. Supplier have to ensure that all the tool kits to be delivered in intact position.
- The supplier shall be responsible for any damage, replacement / repair, defective components of machine and there will be no extra cost to be paid.
- Suppliers have to submit a sample tool kit along-with the EOI. Sample shall be approved by the committee.

ELIGIBILITY OF THE APPLICANT

- The applicant should be a registered company / entity of repute.
- The applicant must have minimum cumulative Turnover of Rs.2 crores in last 3 Financial years.(2018-19, 2019-20 & 2020-21).
- The applicant must comply with all government and regulatory norms viz. GST, Pan No., ITR, etc. and copies to be furnished with technical bid.
- The applicant should have experience in the supply of tool kits. Kindly attach the previous work orders and completion certificate from the client.

B) EVALUATION / SELECTION PROCESS

- A nominated Committee will evaluate the documents received from the applicant as per the eligibility criteria.
- The profile of the applicant, turnover, credentials shall be used as a means of evaluating as per eligibility criteria of applicant so as to execute the job in a safe, successful and timely manner.
- Tool Kit submitted by the applicant shall also be evaluated by the committee.
- On the basis of above evaluation, the committee shall open the Financial Quotes received from the applicants.
- As per financial quotes the work shall be awarded to the lowest quote.

FINANCIALS

Financial quote, duly dated and clearly indicating the item-wise cost for each tool kit along-with the taxes, if any.

GUIDELINES FOR SUBMISSION OF EOI

1. **Cover A** : Sealed and super scribed envelop with “EMD” which should have detailed contact details of applicant viz. full name, postal address, fax, email, telephone.
 - i. Demand Draft / Pay Order in favour of National Design Centre, payable at Delhi for Rs.1,00,000/- (Rs. One Lakh only) as EMD. EMD of unsuccessful applicant shall be refunded after award of the contract. No interest will be paid on the EMD.
2. **Cover B** : Sealed and super scribed envelop with “Technical Papers” which includes all the documents mentioned in the "Selection Criteria and Evaluation Process" as follows:
 - i) Agency's Profile in brief.
 - ii) Copies of the audited Balance Sheet for the last three years should be enclosed, duly signed by the Chartered Accountant along with attested copies of Income Tax returns filed in last three years.
 - iii) GST, PAN No., Service Tax No., ITR, EPF Statements, ESI Details, VAT (If applicable).

3. **Cover C** : Sealed and super scribed envelop with “**Financial Quotes**” for supply of Tool Kits for (name of cluster, as specified in the scope of work) clusters as per scope of work Cluster
4. **Cover D**: Containing **Cover A, Cover B, Cover C** Mentioning "Technical & Financial Quotes for supply of Tool Kits for (name of cluster, as specified in the scope of work) which should have full name, postal address, fax, email, telephone number of the applicant.

PAYMENT TERMS

- No advance payment shall be made to supplier.
- Payments shall be made after successful delivery of Tools at the specific clusters

LAST DATE FOR SUBMISSION OF EOI

The last date for the submission of EOI is 13th August,2021 (Upto 5 p.m.). The EOI received after due date shall not be accepted. The EOI should be addressed to Secretary, National Design Centre, Hall, No. 1, (3rd Fl.), Rajiv Gandhi Handicrafts Bhawan Baba Kharak Singh Marg, Connaught Place, New Delhi –110001.
