

SHCIL SERVICES LIMITED



SHCIL HOUSE, P-51, T.T.C Industrial Area, MIDC, Mahape, Navi Mumbai 400 710

Telephone No. 6177 8600

Website:www.shcilservices.com

TENDER NOTICE FOR PROCUREMENT AND DISTRIBUTION OF IPHONES

Application Date: / /

Introduction:

SHCIL Services Limited (a subsidiary company of StockHolding Corporation of India Limited) situated on Plot No. P /51, T.T.C. Industrial area, MIDC, Mahape, Navi Mumbai – 400 710 invites applications/proposals towards **Procurement and Distribution of Apple Branded Iphones on PAN India basis** for our company.

Total Number of Iphones (Approximate): 171 nos.

Contact no: - 022- 61778600 - 8622 / 8637

Applications form may be downloaded from our website www.shcilservices.com

Tender No.:- SSL/BDADMIN/012/2021

Date of Issue of Tender Document: May 10, 2021

Last date of submission: - ON / before May 31st, 2021 up to 3:30 PM

Pre-Bid Meeting: - May 18th, 2021 at 3:30 PM

SHCIL Services Ltd. (SSL) reserves the right to accept or reject any or all applications/proposals without assigning any reasons.

SHCIL SERVICES LIMITED

Please find enclosed here with the application for **Procurement and Distribution of Apple Branded Iphones on PAN India basis**. We shall be glad to have your application for the said work. Your application in sealed envelope addressed to The Manager, Administration Department, SHCIL Services Ltd., Plot No. P / 51, T.T.C. Industrial area, Mahape, Navi Mumbai – 400 710 and should be submitted at the above address on or before dated May 28th, 2021 up to 03:30 PM.

SHCIL Services Ltd. reserves the right to accept or to reject any or all the applications without any reason thereof.

Yours faithfully,
Administration Dept.

SHCIL SERVICES LIMITED



SHCIL SERVICES LIMITED

Regd. Office:-SHCIL HOUSE, P-51, T.T.C Industrial Area, MIDC, Mahape, Navi Mumbai -400 710

Phone No. 6177 8600

Website:www.shcilservices.com

APPLICATION FORM

SHCIL Services Ltd. invites proposals/applications for **Procurement and Distribution of Iphones on PAN India basis**

Nature of Work	Total Nos. of Iphones (Approximate)	Cost of Application Form	Last date of submission of Application
Procurement and Distribution of Iphones on PAN India basis	171 Nos	5,000/- (Non-Refundable)	28/05/2021 up to 03:30 PM

The detailed application form can be downloaded from our website www.shcilservices.com or obtained from **SHCIL Services Ltd.** office, situated at Plot No. P/51, T.T.C Industrial Area, Mahape, Navi Mumbai - 400 710 from **Monday to Friday between 11.00 am to 5.00 pm** and the duly filled application form to be submitted to The Manager, Administration Department, at the aforesaid address along with application fees of **INR 5,000/- (Non-Refundable)** by Demand Draft **only** in favor of **"SHCIL SERVICES LTD"** Payable at Navi Mumbai.

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A. Eligibility Criteria for Applicant:-

The eligibility criteria for Applicant are as under: -

1. Applicant should be an Apple Authorised Reseller / Distributor who have valid dealership license and certificate from Apple Co.
2. Applicant should have satisfactorily completed at least THREE works of similar nature each costing not less than INR 20 Lakhs cost OR TWO works of INR 30 Lakhs OR ONE work of INR 60 Lakhs during the last THREE years with any Government Authorities / Public Sector Undertakings / State Government or Local Bodies OR Private Sectors. The successful completion certificate issued by client should contain date of start, date of completion, value on completion of work etc.
3. Applicant shall have Average Annual Financial Turnover more than OR equal to INR 75 Lakhs during the last three financial years along with positive profits/ net worth. Balance sheets duly audited & certified by Chartered Accountant) to be submitted.
- 4.

Financial Year	Turn over (INR)
2017-2018	
2018-2019	
2019-2020	

5. The Reseller should provide the details of its Registered Office / Head Office in Mumbai / Thane / Navi Mumbai / branch Offices /stores all around India.
6. The applicant company should have registration with PAN, GST, etc.
7. The applicant shall produce IT returns of the past three consecutive years.
8. The applicant should provide list of clients from Banking and Financial sector / NBFC / Government Sector/ Private Sector etc.

B: Scope of Work for Applicant

We propose for **Procurement and Distribution of Apple Branded Iphones on PAN India basis** for which application forms should be addressed to "The Manager – Administration Department, SHCIL Services Ltd. P-51, TTC Industrial Area, MIDC, Mahape, Navi Mumbai 400710". An application fee of INR 1,500/-, in the form of Demand Draft in favor of 'SHCIL Services Ltd.', payable at Navi Mumbai, must be enclosed along with the application, which may please be dropped in the Tender Box placed at the above address. Applications sent by courier / post shall not be accepted.

1. The pre – qualification application without the requisite Demand Draft (INR 5000/-) will be rejected and will not processed further.
2. The last date for submission of pre-qualification application form in a prescribed format, duly filled in, is on/before May 28th, 2021 latest by 3.30 p.m.
3. The applications received will be sent to our Internal Committee / Evaluation Committee for scrutinizing the same.
4. The applications will be considered of those bidders who have attended Pre-Bid Meeting.
5. Applicant should be able to provide the delivery of Apple branded Iphones on PAN India Basis.
6. The cost for delivering of iPhone to respective location at PAN India level should be mentioned separately, if any.

Terms and Conditions for Order and Payment:-

1. Purchase Order will be executed from Administration Department, SHCIL Services Ltd. P-51, TTC Industrial Area, MIDC, Mahape, Navi Mumbai 400710 in favour of successful bidder (L1) applicant after opening and verification of all the applications.
2. Successful applicant / bidder in coordination with administration department should be able to present phase wise delivery schedule in brief.(For e.g. date of dispatch , location of dispatch , expected date of delivery in branch etc.).
3. Invoice should be raised in the name of SHCIL Services Limited (in Triplicate) along with necessary details such as full address of registered office , GST , IMEI number details etc.
4. Payment would be released after post delivery i.e. after confirmation of delivery of total number of Iphones from successful applicant only.
5. Payment of invoice raised will be released within 15 working days from the date of receipt through NEFT / RTGS as mentioned in duly submitted application form / Invoice.

C. Instructions to Applicant:

1. Intending Applicants are required to submit their applications in the prescribed format with full particulars giving details about their organization, experience, personnel employed in their company/ organization.
2. While deciding upon the prequalification of contractors, emphasis will be given on the ability and competence of the applicants to do good quality works within the specified time schedule, in close co-ordination with other agencies.
3. Each page of the application shall be signed and stamped by the Applicant. The application shall be signed by person / persons on behalf of the organization having necessary authorization / Power of Attorney to do so.
4. If the space in this application form is insufficient for furnishing full details, such information may be provided on extra sheets of paper.
5. Applications containing false and / or inadequate information are liable for rejection.
6. Pre-qualification will be done after taking into account various parameters including receipt of satisfactory reports from their clients & inspection of the works.
7. Applicants shall furnish documentary evidence / certificates in support of their claims of the works completed and works in hand, failing which the application will be liable for rejection.
8. The firm should have technical set up with adequate organizational structures comprising of skilled staff having knowledge and an experience to execute such type of works and also adequate number of STAFF etc.
9. The firm should enclose documentary evidence in support of the details furnished by them stating the value of work and area of construction and other salient features of works, etc.
10. This Notice Inviting pre-qualification application shall also form a part of the contract document.
11. SHCIL Services Ltd. reserves its right to reject any or all applications without assigning any reason thereof.

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Annexure – I

Application

(To be submitted in Applicant's Letter Head)

To,
The Manager,
Administration Department,
SHCIL Services Ltd. Plot No. P/51,
T.T.C Industrial Area, Mahape,
Navi Mumbai - 400 710.

Sub: - Application for Procurement and Distribution of Iphones on PAN India basis for our Mahape Premises on Plot No. P/51, T.T.C Industrial Area, Mahape, Navi Mumbai.

Dear Sir,

We hereby submit the documents as per tender document for Procurement and Distribution of Iphones on PAN India basis for the following handsets /models:-

1. Apple iPhone 12 Mini (64 GB)
2. Apple iPhone 12 Mini (128GB)

1. The application is made by me/us on behalf of _____ in the capacity of _____. I/We duly authorized to submit the offer.
2. Necessary evidence, as admissible in law, in respect of authority assigned to me/us on behalf of the firm for applying and for completion of the contract document is attached herewith.
3. I/we understand that SHCIL Services Ltd. reserves the right to reject any or all applications without assigning any reason.

Yours faithfully,

(Authorized Signatory)
Official Seal

Encl: - As above

1. Complete Application form
2. Resolution / letter of Authority to sign
3. Latest Company Profile
4. Attach Annexure I to VI (Total _____ sheets)
5. Copies of documents submitted (Total _____ sheets)

Tender for Iphone 12 Mini

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Particulars of Applicants

Annexure -II

Sr. No.	Description	Details
1	Name of the Organization / Applicant	
2	Registered Office (with phone nos. and email id. Name of the Person In charge)	
	Address of Office in Mumbai (with phone nos. and email id. Name of the Person In charge)	
3	Year of Establishment	
4	Type of Organization (Proprietorships/ Partnership/ Ltd. Co. etc.) (Copy of relevant document to be enclosed)	
5	Name of the Directors/Partner/Proprietor/Associate	
6	Whether registered with the Registrar of Companies /Registrar of firms. (If so mention the number & date)	
7	Name & address of the Bankers	
8	Enclose solvency certificate from Banker	
	Particulars of Certificate	
9	GST registration No. (Certificate to be provided)	
10	PAN No. and Enclose copies of Income Tax Clearance certificate to be provide	
11	Enclose Audited Balance sheet & Profit & Loss A/c for Last Three Years	
12	Particulars of Registration if any, with any other organizations/statutory bodies such as PSU/Govt./Semi Govt. organizations .Furnish their names, category and date of registration	
15.a	Detailed description of and value of works Completed during the last 3 years.	
17	List of 5 major clients along with reference	
18	Furnish the names of three responsible persons who will be able to certify about the quality as well part performance of your organization	
Details of Resource		
1	Staff Strength	
2	The details of Registration / Empanelment with Govt. / Semi Government / Public Sector bank / Private Sector Bank / Financial Institution	
	NOTE: Please enclosed separate sheet , documents As required	

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Annexure – III

Particulars in respect of Orders executed in the last Three years

Sr. No.	Name of the work executed with address	Name and address of the owner / client	Value of work executed in INR	Date of completion	Stipulated time for completion	Actual time taken for completion	Remarks, if any for variation / delay
1							
2							
3							

Please enclose copies of appointment letter / agreement for each job.

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Annexure – IV

Particulars in respect of works in hand

Sr. No.	Name of the work with address	Name and address of the owner / client	Value of Purchase Order in INR	Date of award	Stipulated time for completion	Present status	Remarks, if any for variation / delay
1							
2							
3							

Please enclose copies of Purchase Order / agreement for each job.

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Annexure – V

Details of Empanelment with other Organization / Department

Sr. No.	Name and address of institution with contact no.	Registered/empaneled for value of work up to 20 Lakhs and other details	Date of empanelment and validity Details of certificate / letter from the Institution / Bank, etc. if any
1			
2			
3			
4			
5			

Please enclose letter from the organization where you are empaneled.

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Annexure – VI

Commercial Bid for iPhone 12 Mini

Sr.No.	Product Description and Specification*	Approximate Quantity	Price per handset (INR)	GST	All Incl.Price per handset (INR)**
1.	Apple iPhone 12 Mini (64 GB)	Between			
2.	Apple iPhone 12 Mini (128 GB)	Between			

*Includes following minimum standard accessories and warranty

- iPhone with iOS
- Charging cable
- Headphones
- Documentations

**The quote / bid /cost shall be inclusive of all delivery / transport / taxes / duties and levies /any other charges.

Either of actual quantity of handsets can be considered and procured with 10 – 15 nos (+/-) increase /decrease.

Delivery Period : Within 2-3 weeks of acceptance of the order

Validity of Quote : 90 days from the last date of submission

Authorised Signatory (Sign) : _____

Authorised Signatory (Name) : _____

Company Seal : _____

Date : _____

Place : _____