



INDIAN KAYAKING & CANOEING ASSOCIATION

(An Autonomous Body affiliated to the Sports Authority of India)
B-199, Basement, Lajpat Nagar-1, New Delhi – 110024

NOTICE INVITING TENDER (NIT) / REQUEST FOR PROPOSAL (RFP)

ADVERTISED TENDER ENQUIRY – TWO BID SYSTEM

(As per General Financial Rules, 2017 – Ministry of Finance, Govt. of India)

RFP / NIT No.:	IKCA/TENDER K&C -165/EQUIPMENTS 2025-26 dated 25.02.2026
Name of Work:	Supply of ICF & IKCA Approved Kayaking and Canoeing Equipments.
Bid Security (EMD):	Bid Security Declaration as per Annexure-B [as per GFR Rule 170(iii)]
Performance Security:	3% of Contract Value (as per GFR Rule 171)
Tender Fee:	Tender Fee: Interested bidders shall be required to pay a non-refundable amount of Rs. 5,000/- (Rupees Five Thousand only) towards the Fee of the Tender Document. Tender Fee required to be submitted in form of DD in favour of "Indian Kayaking and Canoeing Association" payable at New Delhi.
Type of Bid:	Two Bid System – Technical Bid & Financial Bid (GFR Rule 163)

CRITICAL DATE SHEET

S. No.	Event	Date	Time (IST)
(a)	Publication Date on CPPP & IKCA Website	25 th February 2026	11:00 AM
(b)	Last Date for Downloading Tender Documents	06 th March 2026	05:00 PM
(c)	Pre-Bid Conference (Optional) / by letter via email-on or before date mentioned	28 th February 2026	11:00 AM
(e)	Last Date for Submission of Bids (Technical & Financial) via email	10 th March 2026	05:00 PM
(f)	Opening of Technical Bids	12 th March 2026	11:00 AM
(g)	Opening of Financial Bids (of technically qualified bidders only)	To be notified separately	-

1. Tender documents can be downloaded from IKCA Website (www.ikca.in) and SAI Website (www.sportsauthorityofindia.nic.in).
2. The Tender both Technical and Commercial should be submitted / sent via email ikcasports@gmail.com duly Password Protected PDF file before the due date of submission i.e 10th March 2026 @ 05:00 pm. Late tenders/bids will not be considered. Late tenders/bids will not be considered.
3. The password of the Bid Proposal shall not be mentioned anywhere in the email.
4. The password shall be required on the date of opening of Proposal which shall be communicated separately by the Applicants via email

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PART – I

GENERAL INFORMATION AND INSTRUCTIONS TO BIDDERS

[GFR Rule 161 & 173] This is an Advertised Tender Enquiry published at IKCA Website www.ikca.in and SAI Website (www.sportsauthorityofindia.nic.in) as the estimated value exceeds Rs. 25 Lakhs, in compliance with GFR Rules 159, 160 and 161.

1. INTRODUCTION

The Indian Kayaking & Canoeing Association (IKCA), an autonomous body affiliated to the Sports Authority of India (SAI), Ministry of Youth Affairs & Sports, Government of India, invites sealed bids through Two Bid System (Technical Bid & Financial Bid) from eligible, reputed and experienced suppliers/firms for **Supply of ICF & IKCA Approved Kayaking and Canoeing Equipments**.

The tender is being issued in compliance with the General Financial Rules (GFR), 2017 issued by the Ministry of Finance, Department of Expenditure, Government of India, as amended from time to time up to date.

2. GEM AVAILABILITY CERTIFICATE

[GFR Rule 149] It is hereby certified by the competent authority that the Kayaking and Canoeing Equipments as specified in Annexure-A of this RFP are specialized sports equipments that require ICF (International Canoe Federation) and IKCA approval. These items have been examined on Government e-Marketplace (GeM) portal and are either not available or not available from ICF & IKCA approved brands in the required specifications and quantities. Therefore, procurement is being made through Advertised Tender Enquiry as per GFR Rule 161.

If any item is found available on GeM in future during the procurement process, the same shall be procured through GeM mandatorily.

3. TENDER PROCUREMENT AND COMPLIANCE

[GFR Rules 159 & 160] Bidders are required to:

- (i) Download tender documents from IKCA website / SAI website.
- (iii) Submit /Sent both Technical Bid and Financial Bid via email ikcasports@gmail.com duly Password Protected PDF file before the last date and time for submission.

4. CONTACT DETAILS

Purchasing Authority:	Indian Kayaking & Canoeing Association (IKCA)
Address:	B-199, Basement, Lajpat Nagar-1, New Delhi – 110024
Contact Person:	Ms. Bhawana (Nodal Officer – Procurement)
Telephone:	+91-7982515082
Email (for queries only):	ikcasports@gmail.com
Website:	www.ikca.in www.eprocure.gov.in www.sportsauthorityofindia.nic.in

5. STRUCTURE OF BID DOCUMENT

This RFP is divided into the following Parts:

- a) Part I – General Information and Instructions to Bidders (GFR Rules 168, 173)
- b) Part II – Essential Details: Schedule of Requirements, Technical Specifications, Delivery Period, Mode of Delivery and Consignee Details (GFR Rule 168 Chapter 3 & 4)
- c) Part III – Standard Conditions of RFP forming part of the Contract (GFR Rules 170-175)
- d) Part IV – Special Conditions applicable to this RFP (GFR Rule 168 Chapter 2)
- e) Part V – Evaluation Criteria and Format for Price Bids (GFR Rule 173(xi))

6. PRE-QUALIFICATION CRITERIA (PQC)

[GFR Rule 173(i)(b)] The following eligibility criteria are specified for this tender. Bidders must satisfy all PQC criteria to be considered eligible:

S. No.	Eligibility Criterion	Supporting Document Required
1	The Bidder or OEM/Brand MUST be ICF (International Canoe Federation) and IKCA (Indian Kayaking & Canoeing Association) approved for all items quoted.	Valid ICF & IKCA Approval Certificate
2	Bidder must quote for ALL items as per Annexure-A. Partial quotes not acceptable.	Undertaking on company letterhead
3	Bidder should NOT be blacklisted/debarred/banned by any Government or Autonomous Body, PSU or Central/State Government Authority.	Undertaking as per Annexure-E
4	Bidder must have supplied kayaking/canoeing items during the last 3 financial years (2022-23, 2023-24, 2024-25) to Central Govt./State Govt./National Sports Federations/PSUs/SAI. ONE completed similar work ORDER value must not be less than Rs. 1.00 Crore.	Copy of Supply Orders/Work Orders and completion certificates
5	If quoting on behalf of Manufacturer (OEM), valid OEM Authorization Letter is mandatory.	Manufacturer's Authorization as per Annexure-C
6	Minimum Average Annual Turnover of Rs. 2.00 Crore during last 3 financial years (2022-23, 2023-24, 2024-25).	CA-certified Turnover Statement for 3 years
7	Valid PAN Card and GST Registration Certificate.	Copies of PAN & GST
8 (Relaxation)	MSE bidders registered under MSMED Act 2006 are EXEMPT from Sr. No. 4 (Prior Experience), subject to meeting technical specifications. MSE bidders are also exempt from Bid Security (EMD) as per GFR Rule 170(i) and MSME Procurement Policy.	Valid MSME/Udyam Registration Certificate
9 (Relaxation)	The bidder registered as Startups recognized by Department for Promotion of Industry and Internal Trade (DPIIT) are exempted from Prior Turnover and Prior Experience Criteria as per GFR Rule 173 (i), subject to meeting quality / technical specifications.	Valid Certificate of Startups for Sports Sector

7. TWO-BID SUBMISSION SYSTEM

[GFR Rule 163] Bids shall be submitted in Two Bid System — Technical Bid and Financial Bid sent/ submitted separately via email.

7.1 TECHNICAL BID – Documents Required

1. Bid Security Declaration Form as per Annexure-B (on Company Letterhead, duly signed & stamped).
2. Valid ICF & IKCA Approval Certificate(s) for all quoted items.
3. Manufacturer's Authorization Letter as per Annexure-C
4. Tender Conditions Acceptance Letter as per Annexure-D.

5. Affidavit / Undertaking as per Annexure-E (Non-Debarment & Price Declaration).
6. Clause-by-Clause Compliance Statement of Technical Specifications as per format in Part II, Para 3.
7. Past Performance Statement: Copy of Supply Orders for kayaking/canoeing items from Central Govt./State Govt./NSF/PSU/SAI for last 3 years. Any one order value \geq Rs. 1.00 Crore.
8. CA-certified Turnover Statements for FY 2022-23, 2023-24, 2024-25 (Average Annual Turnover \geq Rs. 2.00 Crore).
9. Self-attested copies of PAN Card and GST Registration Certificate.
10. MSME/Udyam Registration Certificate/Startups Certificates.
11. Make in India Declaration as per Annexure-H.
12. Product Brochures for all quoted items.
13. Undertaking that all items quoted as per Annexure-A.
14. Code of Integrity Declaration as per GFR Rule 175 (included in Annexure-E).

7.2 FINANCIAL BID (Price Bid)

- (a) Financial Bid to be submitted ONLY in the format of Appendix-I and should be submitted / sent via email ikcasports@gmail.com duly Password Protected PDF file before the due date of submission i.e 10th March 2026 @ 05:00 pm.
- (b) Prices should be quoted INCLUSIVE of GST and other charges, levies, packing, forwarding, insurance, freight and delivery charges to Consignee at consignee. However, GST should be mentioned separately in price bid as per format.
- (c) Custom Duty Exemption Certificate will be provided by IKCA/SAI for imported goods, if required.

8. EARNEST MONEY DEPOSIT (BID SECURITY)

[GFR Rule 170(iii)] In lieu of Earnest Money Deposit (EMD), Bidders are required to submit a BID SECURITY DECLARATION as per Annexure-B in accordance with GFR Rule 170(iii). No monetary EMD/Bid Security is required.

Key provisions:

- i. The Bid Security Declaration shall remain valid till the final bid validity period.
- ii. Breach of any bid condition during validity period shall result in disqualification and debarment from IKCA tenders for a period of one year.

9. VALIDITY OF BIDS

[GFR Rule 174(iii)] Bids shall remain valid for a period of 90 (Ninety) days from the date of opening of Technical Bids. IKCA reserves the right to request extension of bid validity in exceptional circumstances, and bidders may agree or withdraw their bids without forfeiture.

10. REJECTION OF BIDS

Bids shall be rejected in the following circumstances (GFR Rule 173):

- a) Bids not submitted through CPPP e-procurement portal.
- b) Bids received after the deadline for submission (Late Bids — GFR Rule 165).
- c) Bids not fulfilling Pre-Qualification Criteria.
- d) Conditional bids or bids with deviations from essential technical specifications.
- e) Bids with NIL charges/consideration.
- f) Canvassing, unsolicited letters, or post-bid corrections by the Bidder.
- g) Bids where the bidder has been debarred under GFR Rule 151.
- h) Bids with incomplete documents or forms not as per prescribed formats.
- i) Bids not covering all items in Annexure-A.

11. UNWILLINGNESS TO QUOTE

Bidders who are unable to submit bids must communicate their unwillingness to IKCA before the closing date. Failure to do so may result in delisting from IKCA's registered vendor list for the concerned category of goods.

12. MODIFICATION AND WITHDRAWAL OF BIDS

[GFR Rule 173(iii)] No modification or withdrawal shall be permitted after the deadline. Bids shall not be altered post deadline.

13. OPENING OF BIDS

[GFR Rule 173(viii)] Technical Bids shall be opened on the date and time specified in the Critical Date Sheet. Financial Bids of only technically qualified bidders shall be opened subsequently, and date shall be communicated separately.

14. MAKE IN INDIA PREFERENCE

[GFR Rule 153(iii) & MoF OM] Purchase preference shall be given to domestically manufactured goods or locally provided services as per the Public Procurement (Preference to Make in India) Order 2017 and subsequent amendments by DPIIT, Ministry of Commerce & Industry. Bidders offering domestically manufactured goods must submit Annexure-H.

PART – II

ESSENTIAL DETAILS OF ITEMS / SERVICES REQUIRED

1. SCHEDULE OF REQUIREMENTS (SOR)

[GFR Rule 168 Ch-3] The items required to be procured are listed in Annexure-A. A summary of items is as follows:

S. No.	Item Description	Qty. Required	ICF and IKCA Approved
1	Canoe/Kayak Single – K1	34 Nos.	Yes
2	Canoe/Kayak Double – K2	24 Nos.	Yes
3	Canoe/Kayak Four – K4	20 Nos.	Yes
4	Canoe/Kayak Single – C1	34 Nos.	Yes
5	Canoe/Kayak Double – C2	24 Nos.	Yes
6	Canoe Knee Pads	106 Nos.	Yes
7	Kayak Paddle	220 Nos.	Yes
8	Canoe Paddle	110 Nos.	Yes
9	Canoe / Kayak - Para Single K1	15 Nos.	Yes
10	Canoe / Kayak - Paracanoes V1	15 Nos.	Yes

2. TECHNICAL INFORMATION REQUIREMENTS

[GFR Rule 168 Ch-4] The technical bid must contain complete technical information to facilitate full technical scrutiny. The vendor must volunteer all information required. IKCA reserves the right to seek necessary technical clarifications. No commercial change shall arise from technical clarifications.

A copy of the product brochure (with technical specifications, ICF and IKCA approval certificates) shall be submitted along with the Technical Bid.

3. CLAUSE-BY-CLAUSE TECHNICAL COMPLIANCE FORMAT

[GFR Rule 163] As per Two-Bid System requirements, Bidders MUST furnish clause-by-clause compliance of specifications clearly indicating any deviations. Submit in the following format:

Para / Sl. No. of RFP	RFP Specification (Item-wise)	Specification of Item Offered by Bidder	Compliance: YES/NO. If NO, specify deviation clearly.

4. DELIVERY PERIOD

- a. **Delivery Period: Within 120 (One Hundred Twenty) days from the date of issue of Supply/Purchase Order.**
- b. **Part-Shipment/Part-Delivery: Permitted. Full quantity must be supplied within the stipulated delivery period.**
- c. Extension of Delivery Period: Extension, if required, may be granted at the sole discretion of IKCA/Buyer, subject to applicability of Liquidated Damages (LD) clause as per Part III (6).
- d. Time is the essence of the contract. Any undue delay shall attract LD provisions.

5. CONSIGNEE DETAILS

Consignee Organization:	THDC India Limited (THDC), Rishikesh, Uttarakhand
Delivery Address:	THDC India Limited, Bhagirathi Bhawan, Bhilangna Colony, Tehri Garhwal – Rishikesh Road, Rishikesh, Uttarakhand – 249 201
Inspection Authority:	A Joint Inspection Committee constituted by IKCA
Delivery Mode:	Door-to-door delivery at Consignee's location. All freight, insurance, loading/unloading charges inclusive.

6. INSPECTION AND QUALITY

[GFR Rules 144, 169, 171]

- a) Pre-Dispatch Inspection: The Buyer/IKCA reserves the right to inspect and test the goods before dispatch. The Seller shall provide all necessary facilities.
- b) Joint Receipt Inspection (JRI): All goods shall be inspected jointly by a committee comprising representatives constituted by IKCA upon delivery at consignee location. Acceptance of goods shall be subject to satisfactory JRI.
- c) Goods found defective or not conforming to specifications during JRI shall be rejected and returned to the Supplier at Supplier's cost. Supplier must replace/rectify within **45 days**.
- d) ICF and IKCA Certification: Each item supplied must carry valid ICF and IKCA approval certificate/marking at the time of delivery.
- e) The Buyer may engage a third-party testing agency if required, cost to be borne by Buyer.

PART – III

STANDARD CONDITIONS OF RFP / CONTRACT

The Bidder is required to give confirmation of acceptance of all Standard Conditions mentioned below. These conditions shall automatically form part of the Contract concluded with the successful Bidder. Failure to accept may result in rejection of the Bid.

1. GOVERNING LAW

The Contract shall be governed by and interpreted in accordance with the Laws of the Republic of India. Any dispute arising out of or in connection with this Contract shall be subject to the jurisdiction of the competent courts/tribunals at New Delhi.

2. EFFECTIVE DATE OF CONTRACT

The Contract/Supply Order shall come into effect on the date of signatures of both parties on the contract (Effective Date) and shall remain valid until completion of all obligations including warranty obligations. Delivery and supplies shall commence from the Effective Date of Contract.

3. DISPUTE RESOLUTION AND ARBITRATION

[GFR Rule 173(v)]

- (a) All disputes or differences arising out of or in connection with the Contract shall first be settled through bilateral discussion/negotiation between the parties.
- (b) If disputes cannot be settled amicably within 30 days, the matter shall be referred to Arbitration under the Arbitration and Conciliation Act, 1996 (as amended) and any rules made thereunder.
- (c) The seat and venue of Arbitration shall be New Delhi. The language of Arbitration shall be English/Hindi.
- (d) The decision of the Arbitral Tribunal shall be final and binding on both parties.

4. CODE OF INTEGRITY AND ANTI-CORRUPTION

[GFR Rule 175] No official of IKCA/SAI or the Bidder shall act in violation of the Code of Integrity. The following are strictly prohibited:

- a) Making, offering or accepting any bribe, reward, gift, commission, fee or inducement to any person in Government service.
- b) Any omission or misrepresentation to obtain financial benefit or avoid obligation.
- c) Collusion, bid-rigging or anti-competitive behaviour that impairs transparency or fairness.
- d) Improper use of information provided by the procuring entity for unfair advantage.
- e) Any financial/business transaction between the Bidder and IKCA/SAI officials that can affect procurement decisions.
- f) Coercion or threats to influence the procurement process.
- g) Obstruction of any investigation or audit of procurement
- h) Providing false declarations or information in the tender process.

CONSEQUENCES: Violation of the Code of Integrity shall result in

- (i) disqualification/debarment from IKCA tenders (GFR Rule 151);
- (ii) termination of Contract;
- (iii) forfeiture of Performance Security;
- (iv) recovery of losses;
- (v) reporting to DGS&D/CBI/CVC as appropriate.

5. NON-DISCLOSURE OF CONTRACT DOCUMENTS

Except with the written consent of the Buyer/Seller, neither party shall disclose the Contract, any provision thereof, or any specification, plan, design, pattern, sample or information thereof to any third party. This obligation shall survive the termination of the Contract.

6. LIQUIDATED DAMAGES (LD)

[GFR Rule 173]

- (a) In the event of the Seller's failure to supply the items within the stipulated delivery period, Liquidated Damages shall be levied at the rate of 0.5% (half percent) of the contract price of the delayed/undelivered stores per week of delay or part thereof.
- (b) The maximum LD shall not exceed 10% of the total contract value of the delayed stores.
- (c) LD shall be deducted from the bills/invoices of the Seller or from the Performance Security.
- (d) Levy of LD does not relieve the Seller from obligation to complete the supply.
- (e) In case of Force Majeure, LD may be waived with approval of competent authority and proper documentation.

7. TERMINATION OF CONTRACT

The Buyer shall have the right to terminate this Contract in the following cases:

- (a) Delivery of material is delayed by more than 06 (six) months beyond the scheduled delivery date for causes NOT attributable to Force Majeure.
- (b) The Seller is declared bankrupt or becomes insolvent.
- (c) Delivery is delayed due to Force Majeure for more than 06 months.
- (d) The Buyer discovers that the Seller has used any agent and paid commission in procuring this contract, in violation of GFR provisions.
- (e) Breach of Code of Integrity (GFR Rule 175).
- (f) As per decision of the Arbitration Tribunal.
- (g) In case of termination, Buyer reserves the right to procure from alternate sources at Seller's risk & cost (Risk Purchase Clause).

8. TAXES, DUTIES AND LEVIES

A. GST / IGST / SGST / CGST:

- a. Prices should be quoted INCLUSIVE of GST and other charges, levies, packing, forwarding, insurance, freight and delivery charges to consignee location.
- b. If GST is quoted separately, the applicable rate and nature must be specified. GST shall be paid at the rate applicable and legally assessed at the time of supply.
- c. Any reduction in total cost due to change in tax structure or input tax credit shall be passed on to the Buyer.

B. CUSTOMS DUTY:

Custom Duty Exemption Certificate will be provided by IKCA/SAI/Government to the Seller for imported goods as and when required.

- C. **OTHER LEVIES:** All other levies, duties surcharges, cess, packing, freight, insurance and delivery charges are inclusive in the quoted price.

9. PAYMENT TERMS

[GFR Rule 172] Advance Payment

- (a) 25% Advance Payment: May be released upon receipt of confirmed Supply Order as per Terms and Conditions/Advance Payment Declaration as per Annexure-G.
- (b) 50% Payment: Released on pro-rata basis upon presentation of:
 - (i) Bidder's invoice/proforma invoice, (ii) Bill of Lading/Lorry Receipt/AWB, (iii) Packing List, (iv) ICF/IKCA Certificate for supplied goods. (v) Pre-Dispatch factory Inspection report from the OEM.

- (c) Balance 25% Payment: Released after Joint Receipt Inspection (JRI) and final acceptance of goods at consignee location upon submission of:
- (i) Supplier's tax invoice,
 - (ii) Packing List,
 - (iii) Delivery Challan,
 - (iv) Guarantee/Warranty Certificate,
 - (v) Bank Mandate Form (ECS/PFMS).
- (d) ALL PAYMENTS shall be made through PFMS (Public Financial Management System) / ECS / EFT/RTGS/NEFT. Bidders must furnish bank account details.

10. PERFORMANCE SECURITY

[GFR Rule 171]

- a) The successful Bidder shall furnish Performance Security for 3% (three percent) of the contract value within 30 (thirty) days of receipt of the confirmed Supply Order/Contract.
- b) Performance Security shall be in the form of: Account Payee Demand Draft / Fixed Deposit Receipt / Bank Guarantee from a scheduled commercial bank / Online payment in PFMS
- c) Performance Security shall remain valid for a period of 60 (sixty) days beyond the date of completion of contract/work order/supply order.
- d) Bid Security Declaration shall be returned/discharged on receipt of Performance Security.
- e) Performance Security shall be forfeited in case of breach of contract terms by the Seller.

PART - IV
SPECIAL CONDITIONS OF RFP

The Bidder is required to give confirmation of acceptance of all Special Conditions mentioned below which shall automatically form part of the Contract.

1. FALL CLAUSE

- a. The price charged for stores supplied under the contract shall in no event exceed the lowest price at which the Seller sells or offers to sell the stores of identical description to any person/organization including the Buyer, any Department of Central Government, State Government or Statutory Undertaking during the period of contract.
- b. If the Seller reduces the sale price or offers at a lower price to any entity during the contract period, the Seller shall forthwith notify IKCA/Buyer and the contract price shall stand correspondingly reduced.
- c. Exceptions: Exports by the Seller; sale of goods with expiry dates; sale at lower price on/after completion of previous contracts.

2. RISK AND EXPENSE CLAUSE

- a. If stores are not delivered within the stipulated time, or defective delivery is made, the Buyer shall, after granting the Seller 45 days to cure the breach, be at liberty to declare the Contract cancelled (wholly or partially) without prejudice to LD recovery.
- b. If stores do not conform to specifications during inspection/testing, the Buyer may cancel the Contract wholly or partially without prejudice to other remedies.
- c. On material breach not remedied within 45 days, Buyer shall have right of first refusal to Seller and may then procure from alternate sources at Seller's risk and cost.
- d. Excess cost of risk purchase shall be recoverable from the Seller, not exceeding 10% of the contract value.

3. FORCE MAJEURE CLAUSE

- a. Neither party shall bear responsibility for failure to perform obligations due to Force Majeure circumstances — including Flood, Fire, Earthquake, Acts of God, War, Military Operations, Blockade, Government Actions, or other circumstances beyond the parties' control — arising after conclusion of the contract.
- b. Time stipulated for performance shall be extended correspondingly for the period of Force Majeure and its consequences.
- c. The party unable to meet obligations must notify the other party in writing within 10 days of commencement of Force Majeure.
- d. If Force Majeure continues for more than 6 months, either party may terminate the Contract with 30 days' prior written notice, without liability other than reimbursement for goods received.

4. WARRANTY CLAUSE

- a) The Seller warrants that goods supplied conform to technical specifications in Annexure-A.
- b) Warranty Period: Minimum 12 months from the date of acceptance at JRI or date of installation/commissioning, whichever is later.
- c) During warranty, if any defect is reported by the Buyer, the Seller shall rectify/replace at no extra cost (subject to clause 4 (d) of warranty) within 30 days.
- d) Warranty does NOT cover: Mishandling/misuse by user; normal wear and tear; accidental/physical damage; damage to consumable parts/accessories.
- e) The Seller shall supply an Interchangeability Certificate for any changed components.

5. PACKING AND MARKING

- a. Goods shall be packed to ensure safety during land, sea and air transportation, transshipment, storage and weather hazards.
- b. Packing cases shall be sufficiently strong (seasoned wood), with hooks for crane/fork lift handling.
- c. Each item shall be packed separately with a label in English indicating: (i) Nomenclature; (ii) Contract Number; (iii) Quantity contracted; (iv) Supplier's name; (v) Country of origin.
- d. Packing shall conform to specifications and standards applicable in the country of origin.
- e. All packages shall bear IKCA's Supply Order Number and Consignee details.

6. QUALITY ASSURANCE

The Seller confirms that:

- a) Goods supplied shall be NEW, manufactured not before the year of the Contract
- b) Goods shall incorporate all latest improvements and modifications.
- c) Quality shall correspond to ICF and IKCA technical standards and specifications in Annexure-A.
- d) Goods shall carry valid ICF and IKCA approval marks/certificates at time of delivery.
- e) Spare parts of improved/modified equipment shall be backward compatible and interchangeable.

7. MAINTENANCE CONTRACT

[GFR Rule 169]

Should the Buyer require maintenance services post-warranty for high-value equipment, a separate Maintenance Contract may be entered into at the time of procurement or subsequently, with the Seller or a competent agency approved by IKCA/SAI.

8. PAYING AUTHORITY

The Paying Authority for this contract shall be: IKCA, B-199, Basement, Lajpat Nagar-1, New Delhi – 110024. All invoices must be raised in favour of IKCA.

PART – V

EVALUATION CRITERIA AND PRICE BID FORMAT

1. GENERAL EVALUATION PRINCIPLES

[GFR Rule 173(xi)-(xvi)]

- (a) Only bids fulfilling ALL eligibility/PQC requirements both technically and commercially shall be evaluated.
- (b) Bids shall be evaluated on an item-wise basis.**
- (c) No new conditions not incorporated in the bidding documents shall be brought in for evaluation (GFR Rule 173(xii)).
- (d) Bids shall be evaluated in terms of conditions already incorporated in the bidding documents.
- (e) Bidders shall not be permitted to alter bids after bid submission deadline (GFR Rule 173(xiii)).
- (f) Post-bid negotiations are strictly prohibited except in exceptional circumstances with the lowest evaluated responsive bidder only (GFR Rule 173(xiv)).
- (g) Contract shall ordinarily be awarded to the Lowest Evaluated Responsive Bidder (L-1) who is eligible, qualified and capable of performing the contract (GFR Rule 173(xvi)).

2. TECHNICAL EVALUATION

[GFR Rule 163]

- a) Technical Bids shall be evaluated by a Technical Evaluation Committee constituted by the Competent Authority of IKCA.
- b) Technical evaluation shall assess: (i) Compliance with PQC, (ii) ICF and IKCA approvals, (iii) Clause-by-clause specification compliance, (iv) Past performance and experience, (v) Financial/turnover adequacy.
- c) Bids with essential deviations from technical specifications shall be declared non-compliant and rejected.
- d) Minor/non-material deviations may be condoned by the Technical Committee with recorded justification.
- e) IKCA may conduct factory visits, product demonstrations, or seek sample items from shortlisted bidders.
- f) Only technically qualified bidders shall have their Financial Bids opened.

3. FINANCIAL BID EVALUATION

[GFR Rule 173(xi)(d)]

- a) IKCA shall evaluate and compare only Financial Bids of those bidders who are technically qualified on an **item-wise basis**.
- b) Evaluation shall be based on the Item Wise Total Cost to IKCA= Quoted Price inclusive of all taxes, duties, levies, packing, freight, insurance and delivery to consignee location.
- c) Discrepancy Correction: If unit price × quantity ≠ total, unit price shall prevail. If amount in figures ≠ words, amount in words shall prevail (GFR Rule 173).
- d) Conditional financial bids shall be summarily rejected.
- e) Item Wise L-1 Determination: The bidder quoting the **LOWEST ITEM WISE TOTAL PRICE** (inclusive of all taxes).
- f) If L-1 is unable to supply the full quantity, the remaining quantity may be ordered from the next responsive bidder at L-1 rates (GFR Rule 173(xvi)).
- g) IKCA reserves the right to reject ALL bids if: (i) effective competition is lacking; (ii) all bids are non-responsive; (iii) prices are substantially higher than market rates; (iv) no technical bid meets minimum qualifying score (GFR Rule 173(xix)).

4. AWARD OF CONTRACT

[GFR Rule 173(xvi)-(xviii)]

- a) Contract shall be awarded to the Lowest Evaluated Responsive Bidder (L-1) subject to satisfaction of all GFR provisions.
- b) The name of the successful bidder shall be published on IKCA website, SAI website and IKCA notice board as per GFR Rule 173(xviii).
- c) The award decision shall be communicated to all participating bidders.
- d) IKCA reserves the right to increase or decrease the quantity by up to 25% at the time of award at the contract rates.

ANNEXURE – A

DETAILED TECHNICAL SPECIFICATIONS

Sl. No. 1 – Canoe/Kayak Single – K1 Quantity: 34 Nos.	
Parameter	Specification / Requirement
Spec 1	100% carbon composite construction, no added aramid fiber or glass fiber.
Length	520 cm (upto)
Weight	Not more than 12 Kg
Spec 2	ICF and IKCA Approved

Sl. No. 2 – Canoe/Kayak Double – K2 Quantity: 24 Nos.	
Parameter	Specification / Requirement
Spec 1	100% carbon composite construction, no added aramid fiber or glass fiber.
Length	650 cm (upto)
Weight	Not more than 18 Kg
Spec 2	ICF and IKCA Approved

Sl. No. 3 – Canoe/Kayak Four – K4 Quantity: 20 Nos.	
Parameter	Specification / Requirement
Spec 1	100% carbon composite construction, no added aramid fiber or glass fiber.
Length	1100 cm (upto)
Weight	Not more than 30 Kg
Spec 2	ICF and IKCA Approved

Sl. No. 4 – Canoe/Kayak Single – C1 Quantity: 34 Nos.	
Parameter	Specification / Requirement
Spec 1	100% carbon composite construction, no added aramid fiber or glass fiber.
Length	520 cm (upto)
Weight	Not more than 14 Kg
Spec 2	ICF and IKCA Approved

Sl. No. 5 – Canoe/Kayak Double – C2 Quantity: 24 Nos.	
Parameter	Specification / Requirement
Spec 1	100% carbon composite construction, no added aramid fiber or glass fiber.
Length	650 cm (upto)
Weight	Not more than 20 Kg
Spec 2	ICF and IKCA Approved

Sl. No. 6 – Canoe Knee Pads Quantity: 106 Nos.	
Parameter	Specification / Requirement
Spec 1	Made from lightweight and durable closed mini-cell foam
Spec 2	Can be shaped for custom fit and superior comfort
Spec 3	Lightweight design for competitive use
Spec 4	ICF and IKCA Approved

Sl. No. 7 – Kayak Paddle Quantity: 220 Nos.	
Parameter	Specification / Requirement
Spec 1	100% Carbon graphite fiber construction (blade and shaft)
Spec 2	Available in Ultra-Light and Stiff variant
Spec 3	Adjustable clamp on shaft with lock/unlock facility
Spec 4	Adjustable to 5 cm with left and right-angle protractor
Spec 5	ICF and IKCA Approved

Sl. No. 8 – Canoe Paddle | Quantity: 110 Nos.

Parameter	Specification / Requirement
Spec 1	100% Carbon graphite fiber construction
Spec 2	Available in Ultra-Light and Stiff variant
Spec 3	Adjustable clamp on shaft with lock/unlock facility
Spec 4	Adjustable to 5 cm with left and right-angle protractor
Spec 5	ICF and IKCA Approved

Sl. No. 9 – Canoe / Kayak - Para Single K1 | Quantity: 15 Nos.

Parameter	Specification / Requirement
Spec 1	100% carbon composite construction, no aramid/glass fiber
Size	520 cm × 52 cm
Weight	Not more than 12 Kg
Spec 2	ICF and IKCA Approved

Sl. No. 10 – Canoe / Kayak - Paracanoe V1 | Quantity: 15 Nos.

Parameter	Specification / Requirement
Spec 1	100% carbon composite construction, no aramid/glass fiber
Boat Length	Maximum 7.30 m
Spec 2	Adjustable Seat
Spec 3	Adjustable footrest with adjustable footplate angle
Spec 4	AMA (Outrigger) adjustable height for different paddler weights
Spec 5	Adjustable AMA position relative to boat (common center of buoyancy)
Spec 6	AMA transportable with boat without dismantling
Spec 7	AMA – flat hull to prevent uncontrolled dipping and improve stability
Spec 8	IAKO – thin-walled alloy covered with carbon or 100% carbon construction
Spec 9	ICF and IKCA Approved

ANNEXURE – B

BID SECURITY DECLARATION FORM

[As per GFR Rule 170(iii) — On Company Letterhead, Signed & Stamped]

Date: _____

Tender / RFP No.: _____

To,
The President / Secretary,
INDIAN KAYAKING & CANOEING ASSOCIATION (IKCA)
B-199, Basement, Lajpat Nagar-1, New Delhi – 110024

Subject: Bid Security Declaration for RFP No. _____ for _____

I/We, the undersigned, hereby declare that:

1. I/We have read and understood the Terms & Conditions of the above RFP and agree to abide by the same.
2. I/We understand that if I/We breach any bid condition during the validity period of the bid, I/We accept that I/We may be:
 - (a) Disqualified from bidding for any contract with IKCA for a period of one year from the date of notification, AND/OR
 - (b) Liable for any other action as deemed fit by IKCA under the applicable laws.
3. I/We accept that the above consequence is applicable if:
 - (i) I/We withdraw, modify, amend or derogate from my/our bid during the bid validity period; OR
 - (ii) Having been notified of acceptance of our bid, I/We fail or refuse to execute the contract; OR
 - (iii) I/We fail or refuse to furnish the Performance Security as required.
4. I/We understand that this Bid Security Declaration shall cease to be valid upon:
 - (i) Receipt of your notification of the name of the successful Bidder; OR
 - (ii) 30 (thirty) days after expiration of the validity of our bid.
5. I/We confirm that we are NOT debarred under GFR Rule 151 or by DGS&D, and have not been convicted under the Prevention of Corruption Act 1988 or IPC.

Signed: _____

In capacity of: _____

Name: _____

Designation: _____

Company Name: _____

Date: _____

Company Seal: _____

ANNEXURE – C
MANUFACTURER'S AUTHORIZATION LETTER (OEM AUTHORIZATION)
[On OEM/Manufacturer's Letterhead — Signed by Authorised Signatory]

Ref. No.: _____

Date: _____

To,
The President / Secretary,
INDIAN KAYAKING & CANOEING ASSOCIATION (IKCA)
B-199, Basement, Lajpat Nagar-1, New Delhi - 110024

Dear Sir/Madam,

Sub: Manufacturer's Authorization for RFP No. _____

We, M/s _____ (Name of Manufacturer/OEM), an established and reputable manufacturer of _____ (description of goods/services), having our registered office/manufacturing facility at _____ (address), hereby authorize M/s _____ (Name and Address of Authorized Agent/Bidder) to submit a bid and sign the contract with you for the goods mentioned in the above RFP.

We confirm that:

1. No company, firm or individual other than the above-mentioned authorized agent is permitted to bid or conclude a contract for goods manufactured by us against this specific RFP/Tender.
2. We extend our FULL GUARANTEE and WARRANTY for the goods and services offered by the above authorized firm against this RFP.
3. We shall provide technical support, after-sales service, and warranty support for all goods supplied by the authorized agent.
4. Our goods supplied through the authorized agent comply with ICF (International Canoe Federation) / IKCA (Indian Kayaking & Canoeing Association) specifications and standards.
5. We confirm that our firm is NOT debarred, blacklisted or banned by any Government authority in India or abroad.

Yours faithfully,

Authorized Signatory: _____

Name & Designation: _____

Company Name (OEM): _____

Date & Company Seal: _____

ANNEXURE – D
TENDER CONDITIONS ACCEPTANCE LETTER
[On Company/Firm's Letterhead]

Date: _____

To,
The President / Secretary,
INDIAN KAYAKING & CANOEING ASSOCIATION (IKCA)
B-199, Basement, Lajpat Nagar-1, New Delhi – 110024

Sub: Acceptance of Terms & Conditions of Tender

Tender / RFP No.: _____

Name of Tender: _____

1. I/We have downloaded/obtained the tender documents for the above-mentioned Tender/Work from IKCA website (www.ikca.in) / SAI website, free of cost.
2. I/We hereby certify that I/We have read the ENTIRE terms and conditions of the tender documents from Page No. ____ to ____ (including all Annexures, Schedules, etc.) which form part of the contract agreement and I/We shall abide by all terms/conditions/clauses contained therein.
3. All corrigenda/amendments issued by IKCA from time to time have also been taken into consideration while submitting this acceptance letter.
4. I/We hereby UNCONDITIONALLY ACCEPT the tender conditions of the above-mentioned tender document(s)/corrigendum(s) in its totality/entirety.
5. I/We confirm that if any provisions of this tender are found violated by us, IKCA shall be at liberty to reject this tender/bid including forfeiture of the Performance Security, and we shall have no claim/right against IKCA in respect thereof.
6. I/We confirm that we have NOT divided or split any demand to avoid higher-authority sanction or procurement thresholds in contravention of GFR Rule 157.

Signature with Official Seal: _____

Name & Designation: _____

Company Name: _____

Date: _____

ANNEXURE – E
AFFIDAVIT / UNDERTAKING

[Non-Debarment, Price Declaration & Code of Integrity — On Stamp Paper / Company
Letterhead]

I/We, M/s _____, having our registered office at _____, do solemnly affirm and declare as under:

1. I/We have read and understood all the instructions and terms & conditions contained in the tender documents including essential conditions — payment terms, liquidated damages, warranty, dispute resolution and applicable law — and hereby accept all such terms and conditions.
2. NON-DEBARMENT: I/We confirm that our firm/company does NOT stand deregistered, debarred, suspended, banned or blacklisted by any Government Ministry/Department, Public Sector Undertaking, Autonomous Body, Statutory Authority or Central/State Government authority anywhere in India or abroad. [GFR Rule 151]
3. PRICE UNDERTAKING: I/We hereby certify that the prices offered by us in this tender are NOT higher than the prices we have offered to any other Government of India Organization for the same or similar goods during the current financial year. [GFR Rule 173 / Fall Clause]
4. FALSE INFORMATION: I/We understand and accept that if any information furnished/uploaded by us is found to be false, incorrect or misleading, IKCA/SAI shall be at liberty to:
 - (a) Reject/cancel our bid at any stage;
 - (b) Terminate the contract if already awarded;
 - (c) Forfeit the Performance Security;
 - (d) Blacklist/debar our firm from future tenders;
 - (e) Initiate legal proceedings as applicable.
5. CODE OF INTEGRITY: I/We hereby declare compliance with the Code of Integrity as per GFR Rule 175 and confirm that:
 - (a) We have not offered any bribe, gift, reward, commission or inducement to any Government official.
 - (b) We have not engaged in any collusion, bid-rigging or anti-competitive behaviour.
 - (c) We have not used any agent for procuring this contract and have not paid any commission.
 - (d) We declare any conflict of interest, if any: _____
6. MAKE IN INDIA: I/We declare the country of origin of goods offered: _____.
[For claiming MII preference, Annexure-H to be additionally submitted]
7. GST COMPLIANCE: I/We confirm that our firm is GST-registered and all applicable taxes shall be deposited with the Government treasury as per GST laws.
8. I/We confirm that all items quoted are for the COMPLETE quantity as per Annexure-A and NO partial quotation has been made.

Signature with Official Seal: _____

Name & Designation: _____

Company Name: _____

PAN No.: _____

GST No.: _____

Date: _____

ANNEXURE – F
BANK GUARANTEE FORM FOR PERFORMANCE SECURITY

[As per GFR Rule 171 — From a Scheduled Commercial Bank]

Bank Guarantee No.: _____ Date: _____

To,
The President / Secretary,
INDIAN KAYAKING & CANOEING ASSOCIATION (IKCA)
B-199, Basement, Lajpat Nagar-1, New Delhi – 110024

AND WHEREAS it has been stipulated by you in the said Contract that the Supplier shall furnish you with a Bank Guarantee by a scheduled commercial bank recognized by you for a sum equal to 3% (three percent) of the Contract value as security for compliance with its contractual obligations;

AND WHEREAS we, _____ (Name of Bank and Branch) have agreed to give the Supplier such a Bank Guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the Supplier, up to a total amount of Rs. _____ (Rupees _____ only), and we UNDERTAKE TO PAY you upon your FIRST WRITTEN DEMAND declaring the Supplier to be in default under the Contract, without cavil or argument, any sum or sums within the limits of the above amount, without your needing to prove or show grounds or reasons for your demand.

We hereby waive the necessity of your demanding the said debt from the Supplier before presenting us with the demand.

We further agree that:

1. No change, addition or modification to the Contract shall release us from liability under this guarantee.
2. This guarantee shall not be affected by any change in the constitution of the Supplier or the Bank.
3. This guarantee shall be valid up to _____ (i.e., 60 days after completion of Contract/ Supply Order).
4. This guarantee shall be subject to jurisdiction of courts at New Delhi.

(Signature with date of the authorized officer of the Bank)

Name and Designation: _____

Bank Name, Seal & Branch Address: _____

Contact of Bank: _____

ANNEXURE – G
DECLARATION FOR ADVANCE PAYMENT
[As per GFR Rule 172 — On Company Letterhead]

Ref. Tender No.: _____ Date: _____

Tender For: _____

We, M/s _____ having our office at _____ hereby confirm and undertake as follows:

1. **SUPPLY COMMITMENT:** We shall supply the goods/stores strictly in accordance with the Technical Specifications in Annexure-A of the RFP, within the delivery period of 120 (one hundred twenty) days from the date of issue of the Supply/Purchase Order.
2. **ADVANCE REPAYMENT:** In the event that we fail to supply the goods within the prescribed delivery period, we unconditionally UNDERTAKE TO REFUND the FULL ADVANCE PAYMENT received from IKCA, along with INTEREST at the rate of 10% (ten percent) per annum from the date of receipt of advance to the date of actual refund.
3. **BANK GUARANTEE:** We confirm that we shall submit an equivalent Bank Guarantee from a scheduled commercial bank for the advance amount received, valid till delivery and acceptance.
4. This undertaking is given voluntarily, is irrevocable, and shall be binding on us and our successors and assigns.
5. We confirm that the advance is being sought for: [__ procurement/manufacturing/import of goods as per contract].

Note: As per GFR Rule 172, advance payment to private firms shall NOT exceed 30% of the Contract value. Advance is subject to submission of Bank Guarantee of equivalent value.

Name and Signature of Bidder: _____

Designation: _____

Company Seal: _____

Date: _____

ANNEXURE – H
MAKE IN INDIA SELF-DECLARATION FORM

[As per Public Procurement (Preference to Make in India) Order 2017, DPIIT — GFR Rule 153(iii)]

Tender / RFP No.: _____ Date: _____

Bidder Name: _____

I/We hereby declare and confirm the following with respect to the goods offered in this tender:

1. COUNTRY OF ORIGIN: The goods/items offered against this tender are manufactured/assembled in: _____ (Name of Country).
2. LOCAL CONTENT: The goods offered have the following approximate local content (% value addition in India): ____%. [As per DPIIT guidelines, goods with minimum 50% local content are classified as 'Class-I Local Supplier' and with 20-50% as 'Class-II Local Supplier'.]
3. PURCHASE PREFERENCE CLAIMED:
 - Class-I Local Supplier (≥50% local content) — Eligible for purchase preference
 - Class-II Local Supplier (20–50% local content)
 - Non-local Supplier / Foreign Bidder
4. SUPPORTING EVIDENCE: I/We attach herewith:
 - a) Certificate from a Chartered Accountant / Cost Accountant certifying local content percentage.
 - b) Details of manufacturing facility in India (if applicable).
5. UNDERTAKING: I/We confirm that the above declaration is true and correct and that any false declaration shall render our bid liable for rejection and may result in debarment.

Note: In case of procurement of goods worth more than Rs. 200 Crores, bidders from countries sharing land borders with India must be registered with the competent authority as per Government of India OM F. No. 6/18/2019-PPD dated 23.07.2020.

Signature: _____

Name & Designation: _____

Company Name & Seal: _____

Date: _____

APPENDIX – I
FINANCIAL BID LETTER AND FORMAT

**TENDER FOR PROCUREMENT & SUPPLY OF KAYAKING AND CANOEING
EQUIPMENTS**

Date: _____

To,
The President / Secretary,
INDIAN KAYAKING & CANOEING ASSOCIATION (IKCA)
B-199, Basement, Lajpat Nagar-1, New Delhi – 110024

**Sub: Financial Bid for Tender No. _____ for Supply of Kayaking and Canoeing
Equipments.**

Dear Sir/Madam,

As part of our Bid for the above Tender, we hereby submit the following Financial Offer (Price Bid) to IKCA:

S. No.	Item Name / Description	Qty.	Unit Price without GST in INR (₹)	Unit GST Amount in INR (₹)	Unit Price with GST in INR (₹)	Total Amount with GST in INR (₹)
1	Canoe/Kayak Single – K1	34 Nos.				
2	Canoe/Kayak Double – K2	24 Nos.				
3	Canoe/Kayak Four – K4	20 Nos.				
4	Canoe/Kayak Single – C1	34 Nos.				
5	Canoe/Kayak Double – C2	24 Nos.				
6	Canoe Knee Pads	106 Nos.				
7	Kayak Paddle	220 Nos.				
8	Canoe Paddle	110 Nos.				
9	Canoe / Kayak Para Single K1	15 Nos.				
10	Canoe / Kayak Paracanoes V1	15 Nos.				
GRAND TOTAL (in Figures) ₹						
GRAND TOTAL (in Words) ₹						

IMPORTANT NOTES FOR FINANCIAL BID:

1. Prices should be quoted INCLUSIVE of GST and other charges, levies, packing, forwarding, insurance, freight and delivery charges to Consignee location. However, GST should be mentioned separately in price bid as per format.
2. Custom Duty Exemption Certificate will be provided by IKCA/SAI for imported goods, if required.
3. Prices must be quoted in Indian Rupees (INR) only.
4. In case of discrepancy between unit price and total price, unit price shall prevail (GFR Rule 173).

5. In case of discrepancy between figures and words, amount in WORDS shall prevail (GFR Rule 173).
6. The Financial Bid must NOT contain any conditions. Conditional bids shall be summarily rejected.
7. The Bidder declares that this offer shall remain open for acceptance for 90 (ninety) days from date of opening of Technical Bid.

I/We confirm that:

- (a) All terms and conditions of the RFP are acceptable and shall form part of our bid.
- (b) We are bound by this Financial Offer for the validity period specified above.
- (c) We confirm compliance with GFR 2017 provisions including Code of Integrity (Rule 175), Fall Clause, and all other provisions as accepted in Annexure-D and Annexure-E.

FOR AND ON BEHALF OF: M/s _____

Authorized Signatory: _____

Name & Designation: _____

Company Seal: _____

Date: _____