



Srikrishna College, Bagula

A College under University of Kalyani | NAAC Re-accredited with "B" grade

Notice Inviting e-Tender

NIT No.: DHE/SKC/NIT(e)-01/18-19

COMMUNICATION ADDRESS:

**P.O. : Bagula, Nadia, Pin : 741502, W.B.
Phone No : (03473) 272205
srikrishnacollegebagula@rediff.co**

Date of Publication of Tender (online): 11/03/2019 AFTER 10.00 AM

Last Date of Submission of Bid (online): 19/03/2019 UP TO 3.00 PM

NAME OF THE WORK/ ITEM DESCRIPTION

Procurement of Class Room Furniture at Srikrishna College, Bagula

Detailed Specification is attached in Annexure-I

E-Tender is invited by the **Principal, Srikrishna College** for Supply of miscellaneous Office Furniture from the technically eligible and financially credible vendors. Interested vendors may follow the instructions as given below for submission of their tenders under online mode:

EARNEST MONEY DEPOSIT:

Intending should submit Earnest Money Deposit of Rs. **12,000.00** through online payment mode as per the policy of the WB e Tender Portal. Bidders are required make payment of Earnest Money (EMD) through the e-Payment banking system, on-line and should read in advance the instructions carefully, particularly those contained in the challan generated in the e-transaction of the portal, if opted for EMD payment through RTGS/NEFT.

Only if the bidder is exempted from payment of EMD by the State Finance Department, the Govt order for such exemption is to be uploaded while opting for EMD exemption category. Any misjudgement and resultant non submission of EMD will lead to rejection of the bid. Finance Department has exempted from payment of EMD to State Registered Labour Cooperative Societies, Mackintosh Burn Limited, Westinghouse Saxby Farmer Limited & Britannia Engineering Limited only. State & Central Govt SSI Units are exempted from EMD for tenders for procurements and supply of Goods only and not works contracts. However, all other PQ credentials are to be fulfilled by each. EMD exemption may be given against the proper and valid document for exemption. Bidder should upload authentic document in this regards. If it found the uploaded document is not valid or effective for this work, the entire bid may be cancelled without any prior intimation.

PREQUALIFICATION CRITERIA:

1. Bidder must have continuous business at least for the last three years.
2. Bidder must have past experience of similar nature work at least for three different Govt. Organizations in the last three years.
3. Bidders must have the average annual turnover of Rs 15,00, 000 in last three years

ELIGIBILITY CRITERIA/ DOCUMENT TO BE SUBMITTED:

Intending bidders must submit the following documents for participation in tender to the respective folder as mentioned in the Tender:

1. Pan Card of the Applicant/Organization.
2. GST Registration Certificate.
3. Partnership Deed /Registration or Incorporation Certificate if Applicable
4. Valid Trade License.
5. ITR details of last years.
6. Professional Tax Registration Certificate with up to date Challan Copy.
7. Past Experience Certificate from the Govt. Department/Organization or from any Reputed Company where the bidders have supplied similar equipments/ goods.
8. Declaration/undertaking that the bidder is not blacklisted by any Govt. Organization.
9. Declaration/undertaking that the bidder is agreed to attend/rectify/replace the defected good within 2 - 4 working days from receipt of the same from the College during the warranty period.
10. Signed Copy of All Annexure and Compliance Statement as per Tender.

GENERAL TERMS AND CONDITION:

1. **Validity of Bid:** The bid quoted by the bidder shall valid for 180 days. Purchaser shall have the right to purchase the goods/items with same quoted rate within the period of bid validity.
2. **Payment Terms:** Payment shall be made within 45 days from the date of installation of the items/ goods
3. **Price:** Price should be inclusive of all taxes and statutory charges. No extra charges shall be given to the successful bidder
4. **Delivery and Installation:** Delivery and Installation of all goods/items should be made within 30 days from the date of issuance of purchase order.

5. The quantity may be increased or decreased in the actual purchase order actual requirement. Bidder/Supplier shall be bind to deliver and install any nos. of items/goods of the similar kind of product at the same quoted L1 rate with in the period of Bid Validity.
6. **Installation:** Successful bidder shall have to take the responsibility about the installation of the item/goods within the period of time of 30 days from the date of issuance of order. No extra cost shall be provided to successful bidder.
7. **Warranty:** All furniture shall be warranted at least for period of 12 month from the date of installation. Bidder should provide the warranty certificate with the supplied items if applicable.
8. **Liquidity Damages/ Delay in Delivery of Installation:** 1 % per week of the order value will be applicable for belated supply towards liquidated damages subject to maximum of 10 % beyond the due date. Such amount will be deducted from any amount due or which may become due to supplier. There after the Bid Security of Earnest money deposit of the bidder may be forfeited
9. **Supporting Equipment:** Successful bidders shall be liable to carry their won equipment for installation and successful running of the system of the item/goods. No extra cost shall be applicable to the tender inviting authority.
10. **Service Facility:** Successful bidder should have good service facilities during the warranty period and even after the warranty period. Adequate document to after sale service to furnished along with the bid documents.
11. **Terms of Execution:**

The Bidders shall be responsible for all losses and damages from any cause whatsoever while the supply and installation is going on or is in the course of transit to the College. The cost of the transit insurance and transport should be borne by the successful Bidder.

Before bidding, the Bidder may visit the site, at their own cost, to satisfy themselves about the local conditions and constraints and other matters. The Bidder shall be presumed to have carefully examined General Terms and Conditions, Technical Specifications, BOQ etc. and have fully acquainted themselves with all details of site location, work front, site constraints,

communications, materials, labours, water supply position, electricity and any other general information pertaining to and needed for the work to be completed within stipulated period, and shall quote accordingly taking all these factors into account. No claim whatsoever on the ground of insufficient knowledge about the work site or local condition will be entertained.

12. Testing/Random Checking of Goods

Random checking of the supplied furniture will be done by the authorized persons of the College. In the event of discovery of any major error or defect due to the fault of the supplier or any intentional defect in manufacturing found, the College may return all items or defected items to the supplier immediately. In such case the bidders may be liable to pay the penalty as decided by the competent authority.

13. The pre-inspection/post inspection:

The College may pre inspect the premises of the supplier during manufacturing process and verify the raw material and also check the workmanship. Any changes suggested during inspection should be incorporated by the successful bidder without any additional cost.

14. Training: Training, if required on operation, routine maintenance shall have to be provided to the user / Student / Technicians after the installation and commissioning at our site as needed and when requested to do so.

15. The authority has the right to split the order depending upon the item wise financial bid evaluation. That is order may be given to the Item Wise L1 (lowest) Bidder. The decision of splitting of order shall be completely depend on the tender inviting authority. Any claim from the bidder shall not be entertain in this regards.

16. The Authority reserve all rights to reject any bid including of those bidders who fail to comply with the instructions without assigning any reason whatsoever and does not bind it to accept the lowest or any specific bid. The decision of the College in this regard shall be final and binding.

17. Any failure on the part of the bidder to observe the prescribed procedure and any attempt to canvas in any form at any stage are liable for cancellation of bid.

18. Bidder must quote the technical and price bid mentioning the HSN Code clearly for the each Item.

19. Performance Security: 10 % of the order value to be deposited as performance security for 45 days beyond the warrant period.

20. Quantity may be increase or decrease in the purchase order or additional order may be place for listed item during the period of bid validity. Bidders shall be liable to supply the items with the same quoted price during this period.

**SD /
PRINCIPAL
SRIKRISHNA COLLEGE**

SPECIFICATION/ COMPILATION SHEET:

NAME OF THE BIDDER:

OFFICE ADDRESS :

| Sl. No. | DESCRIPTION | Qty. | BIDDER'S COPMLIANCE | BIDDER REMARKS |
|----------------|--|-------------|----------------------------|-----------------------|
| 1 | 6'' Steel structure with wooden top with black police Dual Desk Top. | 130 | | |
| 2 | Desk wood made out of 19mm thick pre laminated board with teak edges all over. powder coated matal structure made out of 40x20x1.6 and 25x25x1.6 mm tubler section | 24 | | |

Date:

SEAL & SIGN OF THE BIDDER

ADDRESS

NAME OF THE SIGNATORY

MOBILE NO:

CHECKLIST:

NAME OF THE BIDDER :
ADDRESS OF THE BIDDER :
CONTACT NO. :
EMAIL ID: :

| SL NO. | PARTICULARS | REMARKS |
|---------------|--|----------------|
| 1 | Whether Submitted the Detailed of Earnest money Deposit | |
| 2 | Whether Submitted all Documents as per Eligibility Criteria | |
| 3 | Whether Submitted the Declaration for Not Blacklisted | |
| 4 | Whether Submitted Signed Copy of All Annexure | |
| 5 | Whether the bidder is ready to delivered and install the items/goods as per tender | |
| 6 | Whether the Bidder uploaded the specification , data sheet , catalogue, brochure if required etc. | |
| 7 | Whether the bidder is agreed all terms and condition of the tender | |
| 8 | Mentioned the GST No | |
| 9 | Whether Bidder has submitted the declaration to attend/rectify/replace within 2 - 4 working days from receipt of the same from the College with Technical Bid? | |
| 10 | Whether Bidder has submitted proof of period of warranty offered with Technical Bid? (warranty certificate on organization letter head to enclosed) | |

Seal and Signature of the Bidder

ANNEXURE-III

DECLARATION/UNDERTAKING
(To Be Printed on Bidder Letter Head)

NIT No.: DHE/SKC/NIT(e)-01/18-19

I, _____ (name of the signatory) _____ (designation)

_____ (name & address of the company/ organization)

hereby declare that I have gone through the tender documents and its corrigendum (if any) and abide by it. I accept all the terms and condition of the tender and I confirm that if my bid will select by the competent authority, I shall supply and install provide our best service during the period of warranty as per the order to be issued. I further certify that all the information and data furnished by our organization with regard to this tender specification are true and complete to the best of my knowledge.

We, further certify that our organization has not been Black Listed/De Listed or put to any Holiday by any Institutional Agency/ Govt. Department/ Public Sector or by any other statutory body.

Name of Authorized Signatory:

Designation:

Contact Number:

Signature and Seal of the Bidder