



جامعة عليا Aliah University

(A UGC & AICTE approved autonomous Institution under the Department of Minority Affairs and Madrasah Education, Govt. of West Bengal)

IIA/27, New Town, Rajarhat, Kolkata – 700 160, West Bengal

Web: www.aliah.ac.in

NOTICE INVITING TENDER

Ref No: **003/AU/REG/NIT/18-19**

Date: 04/04/2018

Sub: Sealed Tenders are invited from the bonafide and resourceful Contractors/Service Providers/Agents/Builders for Construction of ATM Counter at Aliah University New Town Campus.

Aliah University, Kolkata a Premier Educational Institute under the Minority Affairs and Madrasah Education Department, Government of West Bengal, invites **Sealed Tenders** from the bonafide and resourceful **Contractors/Service Providers/Agents/Builders for Construction of ATM Counter at Aliah University New Town Campus**. The tentative quantity of the required items along with technical configuration of each items are mentioned at Annexure separately.

Interested **Bidders** may submit their **Tender** complete in all respect To, The Registrar Aliah University IIA/27, New Town, Kolkata- 700160, West Bengal, India by **18 /04/2018 up to 04 P.M** The Techno-commercial Bid will tentatively open on **19/04/2018 up to 02 P.M**

Scope of Work:

In this regard NIT has been invited in two fold basis i.e. Technical Bid and Financial Bid.

Interested bidders are requested to provide their Quotes following the format in **Annexure- II in their official letter heads along with signed Compliance Statement and Price Bid (Annexure- II)**.

The University retains the right to cancel any of the items at a later date after the contract is awarded. The University at its own discretion may cancel any or all the bids without assigning any reason thereof.

For any information in this regard please contact Email to registrar@aliah.ac.in; store&purchase@aliah.ac.in

| Sl. | Schedule | Date & Time |
|-----|---|---------------------------------|
| 1 | Date of uploading of NIT (Publishing Date) at Aliah University Website | 09 /04/2018 up to 02 P.M |
| 3 | Bid submission start date | 10 /04/2018 up to 12 P.M |
| 4 | Bid Submission closing | 18 /04/2018 up to 04 P.M |
| 5 | Techno Commercial Bid opening (Tentative) date O/o The Registrar, Aliah University New Town Campus [Opening date of this bid may change as per subject to availability of Committee Members] | 19 /04/2018 up to 02 P.M |

Sd/-
Registrar
Aliah University

ANNEXURE I: GENERAL TERMS & CONDITIONS

1. **Construction of ATM Counter at Aliah University New Town Campus must be started** within 15 days of issuing work order and completed within 60 days of inception.
2. The successful tenderer will be required to furnish a **Performance Security Deposit** of 10% of contract amount in the form of Fixed Deposit Receipt or Bank Guarantee from any scheduled Bank duly pledged in the name of the "**Aliah University**". The security deposit can be forfeited by order of this University in the event of any breach or negligence or non-observance of any condition of contract or for unsatisfactory performance or non-observance of any condition of the contract. The Security Deposit can also be deducted from the bill & same will be refunded after satisfactorily completion of warranty period. Guaranty/Warranty period for the products must be for 1 year.
3. The tenderer should bear all the transportation & insurance **risk** till the on door delivery point. Selected bidder shall take all possible care for Govt. Property & of any damages due to negligence of his workers; the bidder/Agency shall be responsible for all such damages & repair the same at his own cost.
4. **The rates** so quoted must be inclusive of all Taxes, GST, Central Excise, Service Tax, customs Duty if any, packing freight to destination, Insurances and levies and necessary installation and fixing at designated places at Aliah University and all charges i.e. cost of Equipment and other incidental charges for supplying at destination level and onsite warranty 1 (One) year and also delivery charges up to the point of delivery at proper destination level and as per instruction in the work/ supply order. No extra charges will be entertained. Prices can be quoted in Indian Currency only (₹).No extra payment will be made for carrying of materials involving head load/ trolley etc.
5. All necessities cables and adapters for functioning of the equipments to be supply along with the Work
6. Supply of Items will be made in conformity with the specification & time as mentioned in the work order as decided by the authority. **No deviation in specification** will be accepted. After delivery of the materials to the respective points by selected bidder (s), authority reserves the right to collect the samples of supply the materials at random basis and send those materials for testing to ensure the quality of products etc. If it is found that materials are not according to the specification, the authority has every right to cancel the total lot or otherwise forfeit the security money, blacklisting the respective Manufacturer / Supplier and terminate the contract.
7. If any part of the service in respect of the work assigned and undertaken by you not rendered/delivered in time, Aliah University shall be entitled to levy and recover liquidated damages/ penalty at 1% per week or part thereof the delay/ default, subject to 5% maximum, on the payment due to the agency/contractor for the particular stage. Any delay beyond scheduled dates may attract higher penalty to be decided by the Aliah University
8. The bidder will be selected on overall rate only and the rate should be valid upto 180 days from issuing of Work Order
9. All disputes are subject to exclusive jurisdiction of competent Court and Forum in Kolkata, India only.
10. Any dispute arising out of this contract shall be referred to the Registrar, Aliah University, and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an Arbitrator, who should be acceptable to both the parties, to be appointed by the Vice-Chancellor of the University. The decision of such Arbitrator shall be final and binding on both the parties.
11. Payment terms: 90% payment will be released within (30) days only after successful installation and commissioning of the supplied items duly certified by the concern authority and rest 10% will be released after submission of **Performance Security Deposit** mentioned in the **Point No. 2 Of Annexure -I** . No advance payment or payment against Performa invoice will be made. Payment will be made after receipt, inspection, and installation/testing. The payment will be made by RTGS / FUND Transfer mode only. Advance payment not allowed. **Hence, following information must be clearly written in the Price Bid for RTGS / FUND TRANSFER:**
 - Name of the Firm with complete postal address
 - Name of the Bank with Branch where the Account exist
 - IFSC CODE
 - ACCOUNT No
 - PAN No
12. The Tenders are liable to be rejected if the fore going conditions are not complied with. The bid should be complete in all respects and duly signed wherever required. Incomplete and unsigned offer will not be accepted.
13. The products asked for should be of very high standard and of reputed brand and preferably with **B.I.S/I.S.I** code.

Annexure II : Technical Bid Application Format
(Please attach all relevant documents)

To, The
 Registrar
 Aliah University
 IIA/27, New Town,
 Kolkata-700 160

Sub: **Application for Construction of ATM Counter at Aliah University New Town Campus**

Ref: - _____ N.I.T. Nodated

Sir,

| 1. ABOUT THE ORGANIZATION | |
|----------------------------------|--|
| 1.1 | Name of the Organization |
| 1.2 | Name of Authorized Person |
| 1.3 | Registered Office Address with telephone no. & email address |
| 1.4 | Authorized Service Station Name, address, contact person name, phone number, e-mail |
| 2. TECHNICAL DOCUMENTS | |
| 2.1 | Company Registration No./Trade License No./Partnership Deed No. (Photocopy Required to Be Submitted along with NIT) |
| 2.2 | PAN Registration No (If any) (Photocopy Required to Be Submitted along with NIT) |
| 2.3 | GST Registration No (If any) (Photocopy Required to Be Submitted along with NIT) |
| 2.4 | An undertaking should be given stating therein that the Firm has not been debarred or penalized for any reason and consequently thrown out of work by any Government Department. |

COMPLIANCE STATEMENT AND PRICE BID:

| | | | | TOTAL RATE Inclusive, Insurances and levies and should be for delivery & warranty, fixing & Installation Charges | | |
|----------------|---|-------------------------|---|---|------------|--|
| S L | NAME OF ITEM AND SPECIFICATION | Qty | Compliance to Tender specification whether YES/ NO | Basic Price (Unit Price X Qty) | GST | TOTAL Quote (RS.) (C1 E + C1 F) |
| A | B | C | D | E | F | G |
| 1 | Earthwork in excavation for foundation trenches of wall, retaining walls, footings of column, etc. including refilling (return filling) the quantity as necessary after completion of work, breaking clods in return filling, dressing, watering And ramming etc. and removal of surplus earth with all lead and lifts as directed and Specified in the following classification Of Soils including bailing out water where | 6 cubic meter Approx | | | | |

| | | | | | | |
|----------------------------|--|----------------------|--|--|--|--|
| | necessary as directed and specified. Up to a depth of 1.5m below the existing ground level on column location as per drawing | | | | | |
| 2 | Sand filling in plinth in layer not more than 150mm thick including necessary carriage, watering, ramming etc including earth / sand filling in excavation of footing after erecting column from footing and preparing subgrade complete As directed and specified in drawing. | 6 cubic meter Approx | | | | |
| 3 | Plain cement concrete (1: 4: 8) in foundation bed for footing, floor slab etc as directed and specified in drawing including curing complete. | 2 cub meter approx | | | | |
| 4 | Providing and laying reinforced cement concrete (M 20 grade) works cement with coarse sand & work and reinforcement for reinforced cement concrete work for footing, column, tie beam, lintel beam and roof slab, one side chajja etc including Fe 500 reinforcement as directed and specified in drawing. | Approx 9 cum | | | | |
| 5 | Providing formwork of timber planking so as to give rough finish including centering , shuttering, strutting and propping etc. height of propping and centering below supporting floor to ceiling not exceeding & removal of the same for in situ reinforced concrete and plain concrete work in Foundation, footing, etc. | L/S | | | | |
| 6 | Brickwork of 250 mm thick in cement mortar with 1st class brick including racking out joints and dewatering if necessary, and curing complete as directed in sub-structure up to plinth level. In 1:4 .including septic tank. | Approx 35 sq m | | | | |
| 7 | 16 mm thick cement plaster for external plastering including curing complete as directed | Approx 35 sqm | | | | |
| 8 | 10 mm thick cement plaster in single coat on fair side of brick / concrete wall and finished even and smooth including curing for inside wall including bottom of roof (6 mm thick) complete as directed. | Approx 45 sq m | | | | |
| 9 | Applying best quality putty(2 coats) on interior surface wall i/c ceiling portion (birla / jk putty)for smooth finishing. | 45 sqmtr | | | | |
| 10 | Applying 2 coat primer and 2 cote plastic paints on surface wall for smooth finish (berger / asian paints) | Approx 35 sqm | | | | |
| 11 | Tiles on flooring with necessary items. complete as directed. | Approx 9 sq m | | | | |
| Total Quoted Price In INR | | | | | | |
| Total Quoted Price In Word | | | | | | |

I/We agree to supply the above goods/equipment/products in accordance with the technical specifications for a total contract price of Rs..... (Amount in figures) (Rupeesamount in words) within the period specified in the invitation for Tender. We confirm that the normal commercial warranty/guarantee of mentioned in this Tender shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the invitation letter. We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery. Certify that all above information are correct to the best of my/our information, knowledge and belief.

Signature of the Bidder
Name _____
Designation _____
Seal

Date _____

Ref. No: 003/AU/REG/NIT/18-19

Dated: 04/04/2018

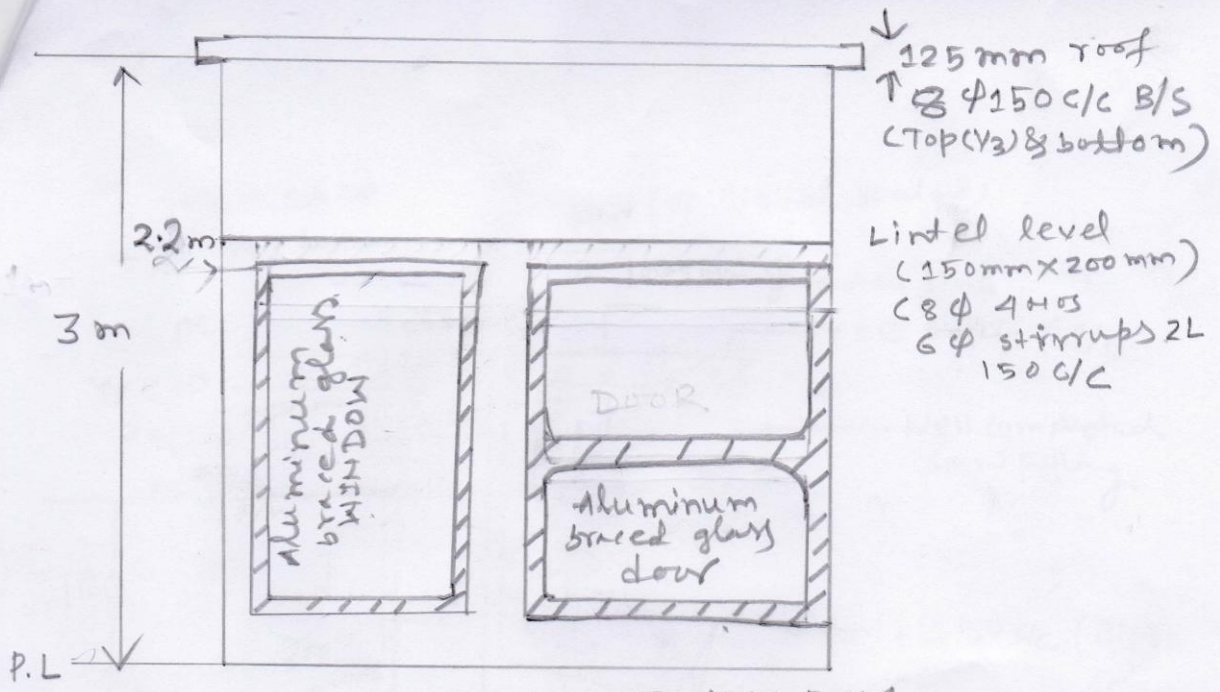
Copy to:

1. Notice Board at Aliah University
2. Website: www.aliah.ac.in
3. One Bengali Newspaper
4. Guard File

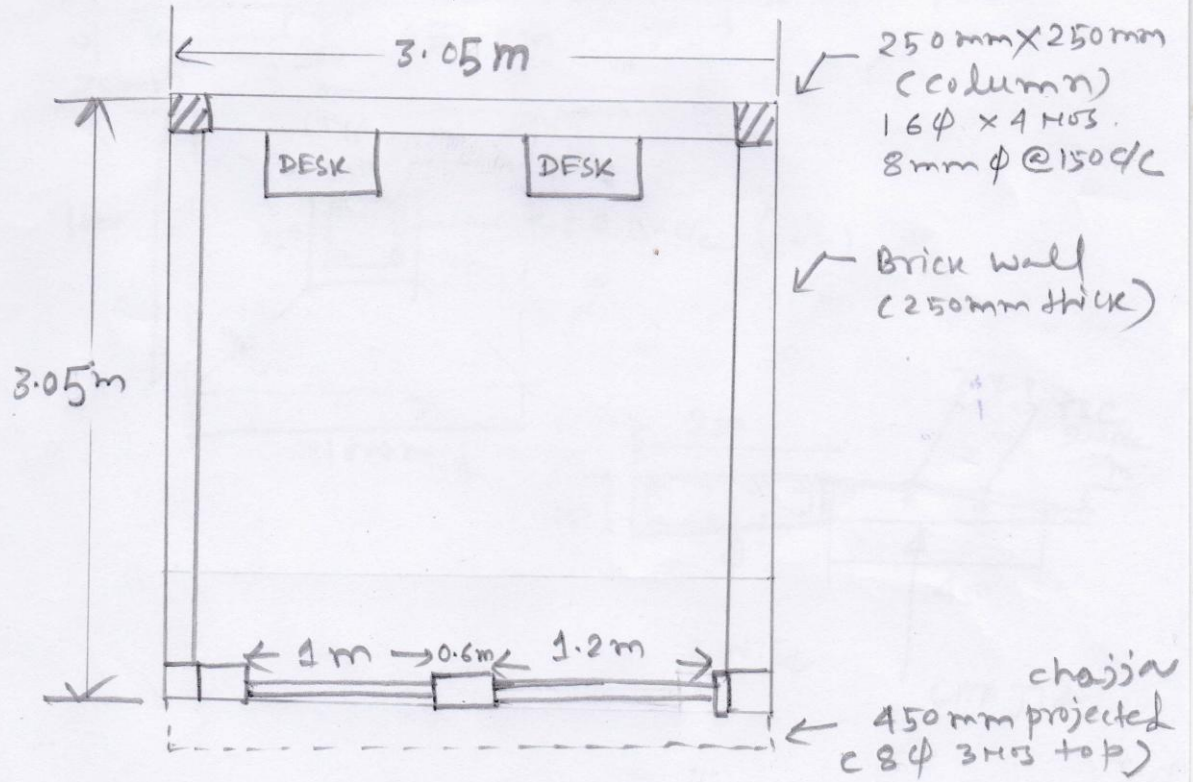
**Sd/-
Registrar**

Annexure III

Given on next two pages



ELEVATION OF ATM ROOM



PLAN OF ATM ROOM

