



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: **Q11/AU/REG/NIT/18-19**

Date: 19/07/2018

Sub: Sealed Tenders are invited from the bonafide and resourceful Wholesalers/Suppliers for Supply and Installation of 12 (Twelve) Numbers of Slotted Angle Rack for Store Room, New Town Campus, Aliah University.

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 **Wholesalers/Suppliers for Supply and Installation of 12 (Twelve) Numbers of Slotted Angle Rack” for Store Room, New Town Campus, Aliah University.** 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 10/08/2018 up to 03 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- III). All bidders are requested to read the Annexure I: General Terms & Conditions before participation of the NIT.

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 Email: registrar@aliah.ac.in and copy to store&purchase@aliah.ac.in

Sl.	Schedule	Date & Time
1	Date of uploading of NIT (Publishing Date) at Aliah University Website	01/08/2018 at 02 P.M
2	Bid submission start date	02/08/2018 at 12 P.M
3	Bid Submission closing	10/08/2018 up to 03 P.M
4	Techno Commercial Bid opening date O/o The Deputy Registrar, Aliah University, New Town Campus, 17, GORACHAND ROAD, KOLKATA-700 014. (The Bid Opening date is tentative and could be open on availability of Concerned Committee Members)	13/08/2018 at 03 P.M

Sd/-
Registrar
Aliah University

ANNEXURE I: GENERAL TERMS & CONDITIONS

- Rates:** Rates quoted should be on F.O.R., Dept Of Stores, Aliah University at Kolkata, on Door Delivery basis inclusive of all Taxes, installation, commissioning and successful demonstration of the items supplied. **Items should be delivered and installed in Respective Location of Aliah University at free of cost by the bidders** within 30 days of issuing work order. No extra charges will be entertained. Prices should be quoted in Indian Currency only (₹). No extra payment will be made for carrying of materials involving head load/ trolley etc.
- Warranty/Guarantee: 1 Year.
- Joint Venture is not allowed for this bid.

4. 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.
 5. 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.
 6. 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
 - 7. Bidder must participate in all items otherwise their bid will be rejected**
 8. The bidder will be selected on overall rate only.
 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 Condition:-**The prices shall be inclusive of all taxes & levies including GST and other statutory duties as applicable. Rate of taxes should be indicated separately in the Price Bid. Contract Price specified in Price Bid should be based on the taxes & duties and charges prevailing at the date one day prior to the last date of Bid submission. Statutory deduction, wherever applicable, shall be made from invoice as per government rules. Necessary certificate will be issued for such deductions. Bidder submitting a bid shall produce valid statutory documents / certificates with respect to GST, Income Tax, ROC, Prof. Tax, Trade Licence, etc. All such documents / certificates shall remain valid on the last date of tender submission. GST component of the invoice of the bidder may be kept on hold in case there is any mismatch / irregularity in GST return filling on the part of the bidder. 100% payment will be released after receiving of items in good order and condition and successful installation, demonstration and commissioning duly certified by the concern authority and immediately on receipt of payment from the Govt. Department (within 60 days from the submission of bills). Successful vendor should arrange to submit a performance security deposit in form of **Performance Bank Guarantee** to the tune of 10% amount of the total purchase value at the time of submitting the bill. This performance security deposit should be issued from any Nationalized Bank and validity of the same will be till **warranty period +60 days** from the date of delivery / installation of the material. The payment will make by RTGS / FUND Transfer mode only. **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
 - GST/TIN No (Required from the vendors belongs to West Bengal)
- Any request for any sort of advance payment shall not be entertained.**
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 preferably reputed brand and/or with **B.I.S/I.S.I** code. **Products specification must be complied, if it is observed during sample verification that Items are not as per specification then the order will be not placed to L1 vendor.**
 14. All bidders must submit all Technical Documents as per Annexure II otherwise their bid will be cancelled. If any time/ during verification it is found that their documents are false and/or fake their EMD will be forfeited and the organisation became blacklisted.

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 Supply and Installation of 12 (Twelve) Numbers of Slotted Angle Rack for Store Room, New Town Campus, Aliah University.**

Ref: - _____ N.I.T. Nodated

Sir,

1. ABOUT THE ORGANIZATION	
1.1	Name of the organization (In Block Letters)
1.2	Registered Office Address with telephone no. & email address
1.3	Name & address of Chief Executive/ Proprietor
1.4	Name of the Representative(s) indicating Designation who would be calling and attending to our work (designation, email id and mobile phone number)
1.5	Day to day correspondence Office /Authorised Service Station Address (Name, address, contact person name, phone number, e-mail)
2. TECHNICAL DOCUMENTS TO BE PROVIDED	
All the technical documents should be original document, the bidder may provide photocopy with self certification/attestation of the said documents)	
2.1	The bidder/OEM self-declaration stating that he/she is not banned/debarred or black listed by any Central/State Govt. of India/PSU/Organizations/Institutes in India or abroad in prescribed format. (In original and Must obtained after publication of this e-Tender)
2.2	PAN Registration No (Please attach documentary evidence)
2.3	GST Registration No (Please attach documentary evidence)
2.4	Proprietorship Firm (Trade License) -Structure & Org.]; Partnership Firm (Partnership Deed, Trade License); Ltd. Company (Incorporation Certificate, Trade; License); Society (Society Registration Copy, Trade License)

ANNEXURE III COMPLIANCE STATEMENT AND PRICE BID:

Sl	Para of Tender Enquiry Specification of Items Offered	QTY UNIT	Compliance to Tender specification whether YES/ NO	TOTAL RATE		
				Inclusive Insurances and levies and should be for delivery & warranty, fixing& Installation Charges		
	1	2	3	4		
				Total Rate	GST	Total Quote
1	1. Slotted Angle Rack (5 Shelves) Specification:- 7'(H) X 3'(W) X 2' (D) Mild Steel Angle (10 Gauge), Shelves 18 Gauge, Colour : Green/ Blue	12 No				
Make..... Model Number						
TOTAL QUOTE IN RUPEES						
TOTAL QUOTE 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: 011/AU/REG/NIT/18-19

Dated: 19/07/2018

Copy to:

1. **Chairman, Purchase Committee (General Purchase)**
2. **Notice Board at Aliah University**
3. **Website: www.aliah.ac.in**
4. **Brief Advertisement in one Bengali News paper**
5. **Guard File**

**Sd/-
Registrar**