



# 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](http://www.aliah.ac.in)

## NOTICE INVITING TENDER

Ref No: **016/AU/REG/NIT/18-19**

Date: 30/08/2018

**Sub: Sealed Tenders is invited from Bonafide Contractors/Organisation for Making and Fixing of 52 (Fifty Two) Protection Iron Grills in Open Spaces of Balcony Area of Boys' and Girls' Hostels of 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 is invited from Bonafide Contractors/Organisation for Making and Fixing of 52 (Fifty Two) Protection Iron Grills in Open Spaces of Balcony Area of Boys' and Girls' Hostels of 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 **Tenders** complete in all respect To, The Registrar Aliah University IIA/27, New Town, Kolkata- 700160, West Bengal, India by **14/09/2018 at 03 P.M. The Purpose and Reference Number of NIT must be written on the Sealed Envelope.**

### 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). They must read and accept Terms and Conditions of this NIT as per Annexure- I.**

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](mailto:registrar@aliah.ac.in) and copy to [store&purchase@aliah.ac.in](mailto:store&purchase@aliah.ac.in)

Sl.	Schedule	Date & Time
1	Date of uploading of NIT (Publishing Date) at Aliah University Website	04/09/2018 at 02 P.M
2	Bid submission start date	05/09/2018 at 12 P.M
3	Bid Submission closing	14/09/2018 at 03 P.M
4	Techno Commercial Bid opening date O/o The Registrar, Aliah University, New Town. <b>(The Bid Opening date is tentative and could be open on availability of Concerned Committee Members)</b>	17/09/2018 at 02 P.M

Sd/-  
Registrar  
Aliah University

### **ANNEXURE I: GENERAL TERMS & CONDITIONS**

- Making and Fixing of 52 (Fifty Two) Protection Iron Grills in Open Spaces of Balcony Area of Boys' and Girls' Hostels of Aliah University New Town Campus.** must be completed within 60 days of issuing work order
- 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.
- The total amount** so quoted must be inclusive of GST, Central Excise, 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 of 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.

4. The quoted price would be valid upto 180 days from the submission date of the NIT.
  5. **The Tenderer must ensure 1 year Warranty of the work.**
  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. 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 and submission of the compliance statement is compulsory.**
  8. **The bidder will be selected on overall rate only. Bidder must quote all items otherwise their application will be rejected.**
  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:** 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. **Hence, following information must be clearly written in the Price Bid for RTGS / FUND TRANSFER:**
    - a. Name of the Firm with complete postal address
    - b. Name of the Bank with Branch where the Account exist
    - c. IFSC CODE
    - d. ACCOUNT No
    - e. PAN No
    - f. 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 required for plumbing work should be of very high standard and preferably reputed brand and/or with **B.I.S/I.S.I** code.
  14. All bidders must submit all Technical Documents as per Annexure II otherwise their bid will be cancelled.
  15. **THE BIDDER IS REQUESTED TO VISIT THE SITES OF ALIAH UNIVERSITY, NEW TOWN CAMPUS TO ASSESS THE EXACT WORK BEFORE SUBMISSION OF TENDER**

## Annexure II : Technical Bid Application Format

(Please attach all relevant documents)

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

Sub: **Sealed Tenders is invited from Bonafide Contractors/Organisation for Making and Fixing of 52 (Fifty Two) Protection Iron Grills in Open Spaces of Balcony Area of Boys' and Girls' Hostels of Aliah University New Town Campus.**

Ref: - \_\_\_\_\_ N.I.T. No .....dated .....

Sir,

<b>1. ABOUT THE ORGANIZATION</b>	
<b>1.1</b>	<b>Name of the Organization</b>
<b>1.2</b>	<b>Name of Authorized Person</b>
<b>1.3</b>	<b>Registered Office Address with telephone no. &amp; email address</b>
<b>1.4</b>	<b>Authorized Service Station Name, address, contact person name, phone number, e-mail</b>
<b>2. TECHNICAL DOCUMENTS</b>	
<b>2.1</b>	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.
<b>2.2</b>	PAN Registration No (Please attach documentary evidence)
<b>2.3</b>	GST Registration No (If any) (Please attach documentary evidence)
<b>2.4</b>	Company Registration No./Trade License No./Partnership Deed No. (Photocopy Required to Be Submitted along with NIT)

### **ANNEXURE III COMPLIANCE STATEMENT AND PRICE BID:**

SI	Para of Tender Enquiry Specification of Items Offered	QTY & UNIT	<b><u>COMPLIANCE TO TENDER SPECIFICATIO N WHETHER YES/ NO</u></b>	<b>TOTAL RATE</b>		
				Inclusive Insurances and levies and should be for delivery & warranty, fixing& Installation Charges	Total Rate (No. of Quantity X Unit Rate)	GST (% and Amou nt)
<b><u>THE BIDDER IS REQUESTED TO VISIT THE SITES OF ALIAH UNIVERSITY, NEW TOWN CAMPUS TO ASSESS THE EXACT WORK BEFORE SUBMISSION OF TENDER</u></b>						
1	<b>Dimension:</b> Framework of Protection Grill of Size 6'X4' (Length & Width) made by superior iron angle/patty (25X5 mm dia MS Iron Angle) of same design as already fixed in the windows of new Town Campus Hostel Building of Aliah University <b>Structure:</b> To be made by 1/4" Square bar	52 nos				
2	<b>Installation:</b> Clamp etc to be provided. Including grouting the frame on the	1 job				

	wall					
3	Paint: Paint by red oxide and color paint on the grill	1 job				
4	Transportation Cost of Total Material and Labour Charges	One Job				
<b>TOTAL QUOTE IN RUPEES</b>						
<b>TOTAL QUOTE IN WORD</b>						

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) (Rupees .....amount in words) within the period specified in the invitation for Tender.

Signature of the Bidder  
Name \_\_\_\_\_  
Designation \_\_\_\_\_  
Seal

Date \_\_\_\_\_

**Ref. No: 016/AU/REG/NIT/18-19**

**Dated: 30/08/2018**

Copy to:

1. Chairman, Hostel Management Committee
2. Website: [www.aliah.ac.in](http://www.aliah.ac.in)
3. Aliah University Notice Board
4. Brief Advt. in One Bengali Daily Newspaper
5. Guard File

Sd/-  
**Registrar**