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COLLEGE OF ENGINEERING AND TECHNOLOGY

A constituent college of Biju Patnaik University of Technology

KALINGA NAGAR, BHUBANESWAR – 751003

No. 3386(7) /CET Date- 09/11/2015

**Tender Call Notice**

Sealed Tenders are invited from reputed **Original Civil Contractor having valid license, for the Furnishing work of room no. D-101 for the Department of Civil Engineering** of the college, details of which are available in the tender papers. The tenderer must possess valid up-to-date VAT clearance, income tax clearance etc. and should have service facilities at Bhubaneswar. The last date of submission of tender is 02-12-2015 (up to 1PM) and will be opened on 02-12-2015 at 3 PM. The sealed tender will be received by Speed Post/Registered Post only. More details are available at our college website **www.*cet.edu.in***.

The authority reserves the right to reject/cancel the tenders in whole or in part without assigning any reason thereof. The authority will not be responsible for any postal delay.

PRINCIPAL

COLLEGE OF ENGINEERING AND TECHNOLOGY

**BID PARTICULARS AND INSTRUCTIONS OF TENDER NOTICE**

**FOR FURNISHING OF ROOM NO. D-101**

**FOR**

**DEPARTMENT OF CIVIL ENGINEERING**

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**COLLEGE OF ENGINEERING AND TECHNOLOGY**

**(A Constituent College of Biju Patnik University of Technology)**

**Techno Campus, Kalinga Nagar, Bhubaneswar –3**

**DETAILED PARTICULARS AND INSTRUCTIONS ON TENDER**

**FOR**

**FURNISHING OF ROOM NO. D-101**

**FOR**

**Department of Civil Engineering**

**College of Engineering and Technology**

**Bhubaneswar – 751003, Orissa**

#### Sealed Tenders are invited from reputed Original Civil Contractor having valid license, for the Furnishing work of room no. D-101 for the Department of Civil Engineering, College of Engineering and Technology (CET), Techno Campus, Kalinga Nagar, Bhubaneswar – 751003, Orissa.

### Scheduled Tender Activity:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Activity** | | **Date** | | |
| 1  2 | Availability of tender paper  Last Date of Tender Document Submission | | **09-11-2015**  **02-12-2015** up to 1.00PM | | |
| 3. | Tender Opening | | **02-12-2015** up to 3.00PM | | |
| **Name of the Work** | | **EMD (in Rupees)** | | **Cost of Tender Document (in Rupees)** | **Period of completion of work** |
| **Furnishing of room no. D-101** | | **10,500.00** | | Rs.228/  Inclusive  of service Tax | 30 Days |

**Commercial bid & Technical bid must be enclosed separately.**

**The Tender documents can also be downloaded from our website** [**cet.edu.in**](http://www.cet.edu.in) **and the tenderer has to submit a separate draft of Rs.200.00 +** service Tax @ **14% along with submitted tender, otherwise the offer submitted by the tenderer will be cancelled.**

### Eligibility of Tenderer and General Instructions:

### Eligibility:

Those who fulfill the following criteria are eligible to participate in the tender.

1. The tenderer must be a reputed Authorised Contractor having valid license.
2. The tenderer must have experienced in same type of work before.
3. The tenderer must have cleared Sales Tax and Income Tax payment up- to- date. Attested copies of VAT Clearance Certificate or non-assessment certificate from the concerned Sales Tax Authority valid up- to-date and attested copy of Income Tax Clearance Certificate or non-assessment certificate, as the case may be, from the competent authority, up-to-date. and PAN Number must be enclosed along with the Tender documents.

### General Instructions:

The tenderers who are Authorised Contractor having valid license are the eligible participants. The tenders will be opened on  **02-12-2015 at 3PM** in presence of the tenderers or their authorized representatives. Authorized representatives will be required to produce their authorization before opening of the bid, failing which they will not be allowed to be present.

Submission of more than one bid by a particular tenderer under different names is strictly prohibited. In case it is discovered later on that, this condition is violated, all the tenders submitted by such tenderer/s would be rejected or contract cancelled and earnest money deposited will be forfeited.

All offers should be typed or printed clearly in English and the price quoted for each item should be firm.

The rates and the conditions of the offer will remain valid for three months from the date of opening of the tender and no change or alteration of the rate will be acceptable on any account.

Submitted tender forms with overwriting or erased or illegible specifications and rates will be rejected.

Request from tenderer in respect of additions, alterations, modifications, corrections, etc. of either terms & conditions or rate after opening of the bid may not be considered. However, negotiation may be made before finalization.

Tenderers shall carefully examine the bid documents and fully inform themselves of all the conditions, which may in any way affect the work of the cost thereof.

Should a tenderer find discrepancies or omissions from the specification or other documents and any doubt as to their meaning, he should at once notify the purchaser and obtain clarification in writing.

This, however, does not entitle the tenderer to ask for time beyond the due date fixed for receipt of tenders.

The tenderer must also specify minimum uptime and maximum time to repair/replace in the event of a failure and penalty there of.

Verbal clarification and/or information given by the purchaser or its employees or representatives shall not be binding on the purchaser.

Submission of sealed bid will carry with the implication that the tenderer agrees to abide by the conditions laid down in the detailed particulars of the bid notice.

Conditional offers and offers qualified by vague and indefinite expression, as ‘subject to immediate acceptance’, ‘subject to prior sale’, etc. will not be considered.

While tenders are under consideration, tenderers and their representatives or other interested parties are advised to refrain from contacting by any means, to the purchaser's personnel or representatives on matter relating to the tenders under study.

The purchaser, if necessary, will obtain clarification on tenders by requesting such information from any or all the tenderers either in writing or through personal contact as may be necessary.

The tenderer will not be permitted to change the substance of his offer after the tenders have been opened.

In the event of non-compliance with this provision, the tenderer is liable to be disqualified.

### Submission of Tenders:

#### The sealed envelope must show the name of the tenderer and his address and should be superscribed as “*Tender for furnishing of room no. D-101* *for Department of Civil Engineering”* on the top of the envelope.

All the documents submitted must be in the papers showing signature of the tenderer and printed office name of the tenderer on official seal.

All the documents must be submitted in a sequential manner with separator/flags to help in quick scanning of the topics.

Wherever possible, data in tabular form should be given.

Cost-benefit/break-even analysis should be supported in graphical and tabular form to give quick view and supported with description or details.

The tenders should be submitted at the office of the **Principal, College of** **Engineering & Technology, Bhubaneswar – 751003, Orissa**.

Outstation offices may sent the tender forms by Registered Post/Speed Post and addressed to the **Principal, College of Engineering & Technology** superscribed as “*Tender for furnishing of room no. D-101**for Department of Civil Engineering”.*

### Requirements by Tenderer after completion of work:

The tenderer shall be under the obligation of entering into a Comprehensive Maintenance Contract (CMC) with CET for a minimum period of one year.

### Financial Terms:

* 1. **EMD**

The tenderer has to submit a Demand Draft/Banker’s Cheque/Pay Order for **Rs. 10,500.00 (Rupees ten Thousand five hundred Only)** in favour of principal**, College of Engineering and Technology** payable at Bhubaneswar in any Nationalised Bank towards EMD. **Without EMD, the tender will be summarily rejected**.

There will be no interest paid to the tenderer towards EMD money opening of the bid.

No request for adjustment of claims, if any, will be accepted.

The EMD of unsuccessful tenderers will be refunded as soon as possible after the tenders are finalized.

No one should submit a tender who is unable to furnish the EMD as indicated above and supply the equipment within the specified period as indicated in the indent/order issued for the quantities decided in his favour.

* 1. **PRICES:**

Price quoted should be **FOR Bhubaneswar only.**

Price should be quoted for unit item and total; however, the actual requirements may be much more. (A tenderer may propose to give discounts if any for purchase of more than one unit of a particular item.)

Purchase order will be placed as a single lot for each type of item or for all the items together, as the case may be.

In case of items of import, the tenderer should take full responsibility for customs clearance, handling, tax payment, etc. and specify the charge for the same in the price bid.

* 1. **Sales Tax Concession:**

Central Sales Tax Concession is to be availed on production of the required certificates applicable to Educational Institution.

* 1. **Payments:**

1. In case of imported items, (i) payment will be made by wire transfer or (ii) payment will be made through opening LC in the name of the manufacturer subject to the condition that a Bank Guarantee for an equal amount will be submitted by the selected tenderer to CET for the period of completion of installation and commissioning.
2. In case of purchase in Indian Rupees, payment of 100 percent of the ordered value will be made after successful installation and commissioning of the equipment subject to submission of satisfactory performance report by our Professor-in-Charge.
   1. **Penalty:**

If the completion of the work is not carried out in time as specified in other part of the tender document, the tenderer/manufacturer will be charged @ 1% (one per cent) per week of the total value of the concerned system/ equipment.

* 1. **Rate Contract with DGS&D or any other Government Organisation:**

In case the tenderer has entered into a Rate Contract with DGS & D or any other Government Organisation such as EPM, rate contract preference, number & copy of rate contract have to be submitted along with tender.

### Technical Specifications:

|  |  |  |
| --- | --- | --- |
| SL  No | Specification | Quantity |
| **1.**  **2.**  **i.**  **ii.**  **3.**  **4.**  **5.** | **Vitrified tiles for flooring:**  ***Specifications***  KAJARAIA OR JOHNSON Brand  2ft x 2ft size  DADDO = 64 Sqft  This should be fixed on 1” thick 1:3 cement mortar.  **Partition wall**  **Particle Board (9mm)**  SAMRAT , HARITECH, GOCHARI  **Partition Section**  Aluminum – 16 gage , Brand- Alam  Frontage 1.5” , Side- 2.5”  **Door section**  ***Specifications***  Aluminum – 16 gage (2.5” x 1.5”), Brand- Alam  Vertical – 4”  Bottom – 4”  Middle- 4”  Top- 2”  Handle – 6”  Hinges- 6”  Door- 10”  Tar bolt- 8”  Stopper- 4”  **Breaking of existing brick wall and fixing of a new wooden door of following specification**  3.5 ft X 7ft Wooden Door with iron Choukath  Placing a beam of size 4.5ft x 1ft x 0.5ft over opening.  **Electrifications**  ***Partition work of room no.- B-108 can be taken as reference for the work. For any query feel free to contact 7381016151.*** | 1025Sqft  800Sqft  4Nos.  1No.  . |

Following are the minimum specifications.

The minimum specifications are indicative and not exhaustive.

The models with higher specifications may be quoted.

The quoted materials should be of latest trend and technology.

### Instruction to the Tenderer:

* 1. **Instructions to Offer Technical and Price Bids Separately:**

Technical Offer and Price Bids should be separately given in two different covers.

Each cover should be earmarked as to know the contents within as either ***“Technical Offer” or “Price Offer”***.

Both these covers should be placed in a third cover super scribed as **“***Tender for furnishing of room no. D-101**for Department of Civil****”.***

Some of the minimum specifications specified may be redundant, obsolete or incompatible and in these cases, quote the particulars of correct specification of latest trend and technology. Higher specifications instead of minimum specifications are allowed if a minimum specification is not available, obsolete or incompatible. Otherwise, model with higher specification should be in addition to the model with minimum specifications.

Specify brand name and full model name and number for each offer. Include the printed catalogue and price list if any for each of the equipment quoted.

Specify the list of Accessories required along with each of the equipment.

Quote the additional price of the accessories; only those, which are fully compatible with the quoted model, should be furnished.

Specify the list of Accessories to be given free of cost, along with the equipment as “**Free Accessories”**; these should be fully compatible with the quoted models.

* 1. **Solving Disputes:**

CET, the tenderer and the manufacturer shall make all efforts to resolve amicably by direct informal negotiation on any disagreement or dispute arising between them under or in connection with this contract.

All disputes arising out of the contract shall be referred to courts under the jurisdiction of the Bhubaneswar court only.

**The CET authority has all rights to accept/reject any tender without assigning any reasons there of.**

NB: (i)The above terms and conditions except those otherwise agreed upon, shall form a part of the Purchase Order.

(ii) Sign on each page of this tender document and return it along with the offer enclosing this part together with the technical offer.