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COLLEGE OF ENGINEERING AND TECHNOLOGY

A constituent college of Biju Patnaik University of Technology

KALINGA NAGAR, BHUBANESWAR – 751003

 No. 4144 /CET Date- 01/12/2016

**Tender Call Notice**

Sealed Tenders are invited from reputed registered firms / Agencies / contractors Registered with the state Govt. and contractors of equivalent grade / class or registered with central Govt. and contractors of equivalent grade / class having valid license for the **i) Furnishing work of Computational Lab and Environmental Lab and ii) Computational lab for the Department of Civil Engineering** of College of Engineering and Technology, Bhubaneswar, details of which are available in the tender papers. The tenderers 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 23.12.2016 (up to 1PM) and will be opened on 23.12.2016 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***.

 Sd/-

 PRINCIPAL

**Bid Ref no. 4144 /CET Date:01.12.2016**

COLLEGE OF ENGINEERING AND TECHNOLOGY

**BID PARTICULARS AND INSTRUCTIONS OF TENDER NOTICE**

**FOR FURNISHING WORK OF COMPUTATIONAL LAB AND**

**ENVIRONMENTAL LAB**

**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 WORK OFCOMPUTATIONAL LAB AND**

 **ENVIRONMENTAL LAB**

**FOR**

**Department of Civil Engineering**

**College of Engineering and Technology**

**Bhubaneswar – 751003, Orissa**

#### Sealed Tenders are invited from reputed registered firms / Agencies / contractors Registered with the state Govt. and contractors of equivalent grade / class or registered with central Govt. and contractors of equivalent grade / class having valid license, for the Furnishing work of Computational Lab and Environmental Lab 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** |
| 12 | Due date for tenderLast Date of Tender Document Submission | **23.12.2016** up to 1.00PM |
| 3. | Tender Opening | 23.12.2016 at 3 PM |
| **Name of the Work** | **EMD (in Rupees)** | **Cost of Tender Document (in Rupees)** | **Period of completion of work**  |
| **Furnishing work of Computational Lab and Environmental Lab:****Item No. 1: Computer Table****Item No. 2: Computational Lab and Environmental Lab Furnishing.(Turn-key basis)****Item No. 3: AC and stabilizer** | **Rs. 6000/-****Rs.6840/-****Rs.6500/-** | Rs.230/(Inclusive of all taxes)**(Non** **Refundable)** | 1 Month |

**The tenderer may quote their price Item wise independently/ collectively for all the Items. The price should be inclusive of all taxes supply, fixing and operation.**

**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.230.00** (Inclusive of all taxes) **along with tender** in favour of **The Principal, College of Engineering and Technology** payable at Bhubaneswar in any Nationalised Bank towards tender cost**, 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 Registered firm / Agency / contractors Registered with the state Govt. and contractors of equivalent grade / class or registered with central Govt. / Engineering services and contractors of equivalent grade / class for execution of the work.
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 licenseare the eligible participants.The tenders will be opened **23.12.2016 at 3.00PM** 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.

### 2.3 Procedure for Submission of Tenders:

a) The Tenderers must submit their bids as required in two parts in separate sealed covers prominently super scribed as Part-I “ Technical Bid” and Part-II “Price Bid” and also indicating on each of the covers the “Tender call Notice Number & Date” and due date and time of submission as mentioned in Tender Cal Notice.

**Part-I (Technical Bid)**

Excepting the price schedule, all other documents as mentioned in para 2.1 i.e details of technical specifications, leaflet, Copy of Firm Registration Certificate from the competent authorities, Sale Tax clearance, Income Tax Clearance, PAN Card copy, list of clients, authorization certificate from Manufacturer in case of Dealer, etc. along with tender document duly signed by the authorised person in each page shall be covered in Part-I (Technical Bid).

**Part-II (Price Bid)**

All indications of price shall be given in Part-II (Price Bid)

#### b) Both sealed covers Part-I “ Technical Bid” and Part-II “Price Bid” should be placed in a third cover along with requisite EMD & cost of Tender documents (separately in the form of DD drawn in favour of Principal, College of Engineering & Technology, Bhubaneswar at any Nationalized Bank payable at Bhubaneswar) , others requisite supporting documents etc. and sealed. The sealed cover containing tender documents as per procedure indicated above should be submitted by Registered Post/Speed Post addressing to the Principal, College of Engineering & Technology, Techno-campus,Ghatikia, Kalinga Nagar, Bhubaneswar-751029 within the due date and time as stipulated in Tender.

The tenderer should send the tender forms by Registered Post/Speed Post only and addressed to the **Principal, College of Engineering & Technology** super scribed as“***Tender for Furnishing work of Computational Lab and Environmental Lab*** *for Department of Civil Engineering” with Item No.*

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

**d)** 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.

### 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.6000.00 (Rupees Six Thousand), Rs.6840.00 (Rupees Six Thousand eight hundred eighty), Rs.6500.00 (Rupees Six Thousand five hundred only )** for Item No.1, Item No.2 and Item No.3 respectively, in favour of **The 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 (CET Campus) 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.
	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.

* 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:

**Item No. 1: Computer Table**

|  |  |  |
| --- | --- | --- |
| Sl. No. | Name of the Item | Qty.(approx.) |
| a. | **Computer Table**: Size (8)’ (L)x (1’6’’) (W)x (2’ 6’’)(H)BWR Grade Plywood (19 mm) (Century Ply, Mayur, Green Ply Brand) with 4 mm thick Veneer on top and with melamine polish and all outer sides. Bottom of the top only with 0.8mm white laminated pasting,Teak wood leaping should be provided on outer edges. Three no of steel keyboard (Godrej make) and three no of boxes for CPU must be provided as per the drawing given.Terms & Condition:1. Table should be stable enough for natural lateral load in the classes.
2. There will be inspection during making of table for checking the quality.
3. BWR grade plywood will be inspect before fixing veneer and laminate.
4. Sample of BWR should be deposited in the any of opening the tender.
 | 12nos. |
| C:\Users\Deba\Desktop\computer table Jpeg.jpg |

**Item No. 2: Computational Lab and Environmental Lab Furnishing.(Turn-key basis)**

|  |  |  |
| --- | --- | --- |
| Sl. No. | Name of the Item | Qty.(approx.) |
| a. | **Flooring**: (Computational Lab)Supply and fixing of 2 mm Vinyl flooring PERFORMANCE CHARACTERISTICS:(Company names: Wonder floor, Poly floor)Thickness - 2.0mm Color- Deep color as will be decided by departmentTotal Weight - 3.20 Kg/Sq. Mtr. for 2 mmResidual Indentation after static load - ≥0.10mmDimension Stability- ≥0.4%Flexibility - 10mm mandrel passesAbrasion Resistance - wear Group MSurface Spread of Flame - Class 1Slip Resistance - R10Resistance to Chemicals - No Visible ChangePerformance Classification - 33, 34 | 880 Sqft |
| b. | **Ceiling: (Computational Lab and Environmental Lab)** Supply & Erection of false ceiling with construction comprising of 600 x 600 x12.5 mm semi perforatedGypsum tiles painted Ivory Shade, on 12mm width Aluminium metallic frame, hanged by galvanized angle.The work includes Supply and fixing of Gypsum Cornice. Opening for all Light Fittings, ducts etc are to be made as required.  | 1100 Sqft  |
| c. | **Partition Wall**: (**Computational Lab and Environmental Lab)** Particle board of 9mm thick of Century Ply, Mayur, Green Ply Brandwith 6mm thick glass ( Belgium, Saint Gobins make) should be fitted with 16 gage powder coated Aluminium frame of Jindal or Hindalco brand companies of Frontage 1.5” and Side 2”.Partition wall height = 9 feet (3 Feet from Bottom and Top will be Particle board and rest middle 3 Feet Glass) | 500Sqft  |
| d. | **Door: (Computational Lab and Environmental Lab)*Specifications*** *Size (4’ ×6.5’)*Powder coated Aluminum frame – 16 gage (2” x 2”) (Jindal, Hindalco) CompaniesVertical – 4”,Bottom – 4”,Middle- 4”,Top- 4”,Handle – 6”Hinges- 6”,Door bolt- 10”,Tar bolt- 8”,Stopper- 4”, door closure (Godrej) | 02 nos52Sqft.  |
| e. | **Electrification. (Computational Lab) Electric connection to 36 computer from two online UPS.**15 Amp 1+1 gang Box 12pc, 15 Amp Socket and switch 12 pc,6Amp socket and switch 108 pc15 amp top 12 pc, 63 amp DP MCB 2 pc and required wires etc.. | Lump Sum |

**Item No. 3: AC and stabilizer**

|  |  |  |
| --- | --- | --- |
| Sl. No. | Name of the Item | Qty.(approx.) |
| a.. | **Air Conditioner: (Computational Lab and Environmental Lab)**Providing, fixing, Testing and Commissioning 1.5 Ton Wall Mounted split AC (with 5 mt. Refrigrator pipe) including Out Door and indoor Units, All Refrigerent Pipes including their Insulations. The outdoor units to be need on M.S. Frame fixed on outside. Any expenses Involved in clearance that may have to be taken shall be included ln the rate. The work includes all necessary civil, minor carpentry works. The Brands to be VOLTAS/ Carrier/Blue Star/Daikin (4 star and above). The condenser should be ofcopper, with LCD remote. | 05 Nos |
| b. | **Stabilizer:(Computational Lab and Environmental Lab)** 5 KVA wall mounted voltage stabilizer of 90V- 260V(V-Guard/Livguard/Crompton Greaves) | 05 Nos |

**Payment will made based on actual measurement.**

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 work of Computational Lab and Environmental Lab*** *for Department of Civil****”*** *with Item No.*

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.

* 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.

**COLLEGE OF ENGINEERING & TECHNOLOGY, BHUBANESWAR**

**(A Constituent College of BPUT, Odisha)**

 **Techno Campus, Ghatikia, Laxmi Vihar, Bhuabaneswar, Khurda, Odisha**

**Pin-751029 www.cet.edu.in Email:principalcet@cet.edu.in**

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**TECHNICAL BID**

(To be enclosed in separate sealed cover)

Name and address of the bidder:

**Note: A DD for Rs.6000/-(EMD) for Item No 1, Rs.6840/-(EMD) for Item No 2, Rs.6500/-(EMD) for Item No 3 and Rs.230/- (Tender document fee) should be enclosed with this bid.**

1. Name of the bidder
	1. Full postal address
	2. Full address of the premises
	3. Telegraphic address
	4. Telex number
	5. Telephone number
	6. Fax number
2. Monthly supply capacity of goods quoted for
	1. Normal
	2. Maximum
3. Total annual turn-over (value in Rupees) (Previous year)

(Copy of Balance Sheet / Audit Statement / IT returns, etc. to be attached as proof)

1. Past supply details for 3 years (Attach proof)
2. Whether similar job work undertaken in the past, if so details.

**Customer** **Quantity supplied** **Year**

6. VAT No. / TIN No.

**Signature and seal of the bidder**

**COLLEGE OF ENGINEERING & TECHNOLOGY, BHUBANESWAR**

 **(A Constituent College of BPUT, Odisha.)**

**Techno Campus, Ghatikia, Laxmi Vihar, Bhuabaneswar, Khurda, Odisha, Pin-751029**

**www.cet.edu.in, Email:principalcet@cet.edu.in**

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**FINANCIAL BID**

(To be enclosed in separate sealed cover)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl.****No.** | **Item Description** | **Make / Model** | **Qty.****Req.** | **Cost per sqft****Or****Cost per No** | **Total** | **Taxes****applicable** | **Any****other** | **Total** |
| **Item No 1. Computer Table** |
| **a.** | Computer Table  |  | 12 Nos |  |  |  |  |  |
| **Item No 2. Computational Lab and Enviornmental Lab Furnishing** |
| **a.** | Flooring |  | 880 Sqft |  |  |  |  |  |
| **b.** | Ceiling |  | 1100 Sqft |  |  |  |  |  |
| **c.** | Partition Wall |  | 500 Sqft |  |  |  |  |  |
| **d.** | Door |  | 52 Sqft |  |  |  |  |  |
| **e.** | Electrification |  | Lumpsum |  |  |  |  |  |
| **Item No 3. AC and Stabilizers** |
| **a.** | Air Condistions |  | 5 Nos |  |  |  |  |  |
| **b.** | Stabilizers |  | 5 Nos |  |  |  |  |  |

**Signature and seal of the bidder**

# PROFORMA FOR SUBMITTING ELIGIBILITY REQUIREMENT AND UNDERTAKING

To

The Principal,

CET, Bhubaneswar-751029

Sub: Submission of Tender for **“***Tender for* ***Furnishing work of Computational Lab and Environmental Lab*** *for Department of Civil Engineering****”.***

Sir

Having examined the conditions of contract and specifications including addenda, I/we, the undersigned, offer to undertake Supply, Installation, Fixing, Testing & Commissioning of above mentioned items at CET, Bhubaneswar, in conformity with the specifications, terms & conditions of Tender.

1. I/We agree to abide by the terms and provisions of the said conditions of the contract and provisions contained in the notice inviting tender. I/We hereby unconditionally accept(s) the tender conditions.

It is certified that I/we have not stipulated any condition(s) in our tender offer. In case any condition(s) are found in our tender offer violated after opening tender, I/We agree that the tender shall be rejected without prejudice to any other right or remedy be at liberty to forfeit the EMD absolutely.

1. I/We hereby submit the earnest money of [INR…………..……….……] for the Tender for the above mentioned work in the form of demand draft.
2. That, I/We declare that I/We have not paid and shall not pay any bribe to any officer of CET for awarding this contract at any stage during its execution or at the time of payment of bills, and further if any officer of CET asks for bribe/gratification, I/We shall immediately report it to the CET authorities.
3. That, I/We undertake that CET’s tender document shall form part of contract agreement.

I/We understand that you are not bound to accept the lowest or any bid, you shall receive.

Thanking you

Yours faithfully

Dated:

Signature of Bidder

Name: ……………………

Telephone: ...…………….

Witness

Signature.........................................

Address:

Enclosures