

SHAHEED BHAGAT SINGH STATE TECHNICAL CAMPUS

(Established by the Govt. of Punjab)

Moga Road, FEROZEPUR-152004

Ph.8288012050 Fax. 01632-242138

TENDER NOTICE NO. 1/2014

IMPORTANT

Date & time schedule for category A only:

1. Last date and time for Issue of Tender Documents : 10.02.2014 at 11.30 p.m..
2. Last date and time for receipt of Tender Documents : 10.02.2014 at 1.30 p.m.
3. Date and time for opening of Tenders : 10.02.2014 at 3.00 p.m..

Venue: - Committee Room B Block, SBSSTC Ferozepur

Date & time schedule for category B to L:

1. Last date and time for Issue of Tender Documents : 24.02.2014 at 11.30 p.m..
2. Last date and time for receipt of Tender Documents : 24.02.2014 at 1.30 p.m.
3. Date and time for opening of Tenders : 24.02.2014 at 3.00 p.m..

Venue: - Committee Room B Block, SBSSTC Ferozepur

Tenderers are requested to go through all the terms and conditions of Tender Notice/Tender Document carefully and to abide by the same. The under mentioned instructions should be followed strictly while quoting the rates:-

1. Quotations must be enclosed in a properly sealed envelope addressed to Director SBSSTC Ferozepur by designation and not by name. The quotations must be super scribed **“Quotations for the supply of equipments, furniture and services items during the year 2014 as called for in tender notice 1/2014 due by ----- (as above).**
2. Rates of each Item should be quoted on letter pad of supplier with stamp of the firm. It should also be clearly mentioned whether the specification quoted are as per NIT. All Tenders shall be either type-written or written clearly in indelible ink. Any individual(s) signing the tender or other documents connected there with should specify whether he is signing: (i) as sole proprietor of the concern or as attorney of the sole proprietor (ii) as partner or partner of the firm. All tender papers should be signed by the bidder.
3. The offer must carry the following details clearly: Name & Specification of each item, Percentage discount if any. Mode of delivery Cost of the Item, Taxes and other duties if any, Insurance if any. Minimum supply period which is 30 days as per tender. The supplier should start supply of items after two weeks from the date of supply order.
4. The tenderers should quote their lowest possible prices applicable to educational institutes. Discount for early inspection/payment should be specified very clearly if available.

5. EMD 2% of the total cost of the materials must be enclosed alongwith the bid. Without EMD, the bid will be rejected. No interest will be paid on EMD amount.
6. Rates quoted for all Items are straightly FOR SBSSTC Ferozepur.
7. All the items are to be supplied within 30 days positively. However, the indenting officer will allow extension upto two weeks on the request of supplier by recording in writing that the exceptional circumstances were beyond the control of the supplier and there was no loss to the Govt./College.
8. Goods are required to be delivered free at consignee's site, Tenderers are requested to quote accordingly. Tenderers quoting any other terms of delivery will be treated as unresponsive and will be ignored.
9. Supply of furniture/fixture item(s) in parts is not acceptable at any cost and no payment will be made for the partial supply of items/equipment(s)/work.
10. If similar types of goods have been sold earlier by the Manufacturer the details of the customers to whom the goods were sold should be furnished mentioning the contact no. /address of clients, etc.
11. Performance Statement of Unit should be submitted alongwith the tender bid.
12. Progress Report: A Pre inspection committee will visit at site for inspection of raw material to be used in manufacturing of ordered goods prior to start of manufacturing work and it would visit at any time if so required, at site to inspect the raw material being used in manufacturing of goods as well as the progress in manufacturing work. The supplier shall, from time to time (after every week) tender such reports concerning the progress of the contract and/or supply of the goods in such form as may be required by the purchaser. If the same is not received for the first two weeks, then following the recommendations of Inspection Committee, the order shall be cancelled and the EMD amount deposited by the tenderer will be forfeited without giving any notice.
13. Final Inspection of all materials/items will be made at college. In case inspection of materials is made at ex-works/factory (which is in general not permissible) the entire expenditure made by the inspection committee (4 members) will be borne by the supplier itself.
14. The payment of the goods supplied will be made only after the satisfactory installation/inspection at the college campus against bills submitted by the supplier as per college rules.
15. In case, the purchase order for material is given to a successful tender bidder/firm and the firm does not supply the order within the stipulated period mentioned in the purchase order, the same firm may be blacklisted in the college record for future supplies.
16. All the terms and conditions as mentioned in publication of tender notice No.1/2014 in news paper alongwith the terms and conditions mentioned herein and tender booklet containing all general technical conditions to be issued to the bidders are applicable and these are to be abiding by the tenderers.
17. The Purchaser reserves the right to accept or reject any Tender, and to annul the tendering process and reject all Tenders at any time prior to award of Contract, without thereby incurring any liability to the affected Tenderer or Tenderers or any obligation to inform the affected Tenderer or Tenderers of the grounds for the purchaser's action.
18. Drawing and specifications of the items are enclosed herewith however a slightly change in size specifications if it is in favour of college/deptt could be made by the Indenting officer. Successful bidder has to get the sample approved by the college inspection committee prior to starting of manufacturing process.
19. The College will be at liberty to increase or decrease the quantity of the material to be ordered/supplied.

20. The tender shall be kept valid for acceptance for a minimum period of 90 (Ninety) days from the date fixed for opening of tenders. The tenders from those who have not kept the validity open as mentioned above shall be rejected.

21. All statutory deductions such as TDS would be made by the college from payment to be made to the bidder.

22. Submission of copy of PAN card alongwith the tender is must.

23 Bidder who are interested to quote for supply of Electric Cables and accessories, should submit the Authorization letter issued by the Company/Manufacturer.

23. All items supplied shall be under warrantee period for one year and supplier will be responsible for all the required repair work of these items for one year. The supplier has to deposit Performance Bank Guarantee (10% of the order value for category A,B,C,E,H,I,J,K for one year regarding performance/repair work of furniture/cables/batteries. In case supplier fails to repair the furniture during the performance period, the college will get it repaired it from the PBG amount of the supplier.

24 Copies of drawings/specifications are enclosed herewith. Sample of required items are also available in Central Store. Bidders are advised to go through all the required specifications/samples of items discussing technical points if any before participating in the tender.

23 Certified that all the terms and conditions of tender notice no.1/2014 are acceptable me/us (tenderers)

Signature of supplier/tenderer with Seal

ANNEXURE-1

To,

The Principal, Shaheed Bhagat Singh College of Engg. & Tech. Ferozepur

Reference : Tender No.....Category.....Date of Opening.....

I,Wehereby certify that we are established firm if manufacturers/authorized agents of M/s.....with factories at.....which are fitted with modern equipments and where the production methods, quality control and testing of ll materials and parts manufactured ar used by us are ipen to inspection by the representatives of The Principal Shaheed Bhaga Singh Colleg of Engg. & Tech., FEROzepur. We hereby Tender to supply the following items at the price and within the period of delivery indicated below

Item Description	Country	Unit	Quantity	Price per Unit	Delivery	Gross weight
NO.	of Origin			Delivery at site	Period	& dimensions
				(in Indian Rs.) Per unit		of package(s)

1	2	3	4	5	6	7	8
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Break up of price in Column-6(In Indian Rs.)

9						
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Ex	Excise	Other	S.T	Packing	Forwarding	F.O.R	Freight	Insurance	Delivery
Factory Duty	levies....			.charges	Charges	Station	destination	charges	at site
Price	Rate					of dispatch,	if any	(g) + (h)+(i)	
(a)+(b)+(c)+(d)+(e)+(f)									

A	B	C	D	E	F	G	H	I	J
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Annexure -2

Proforma for performance Statement:

(For a period of last three years)

Tender no.....Category.....Date of Opening.....

Order Placed by (full address of Purchases)	Order No. & date	Description of goods Ordered.	Value of Order	Date of completion of delivery late As per actual Contact	Remarks indicating reason for satisfactory delivery if any,	Has the equipment been commissioned and is it giving Trouble free Service
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Signature and seal of the
Manufacturer/Tenderer

Annexure-3

Proforma for equipment and quality control

Employed by Manufacturer

Tender No.....Category.....Date of opening.....

Name of the Tenderer.....

(Note: All details should relate to the manufacturer for the items tendered)

- 1 Name & full address of the Manufacturer/Supplier
- 2 (a) Telephone no. Office/Factory Works(b)Telex No.
- 3 Telegraphic Address.
- 4 Location of the manufacturing factory
- 5 Details of Industrial License, whenever required as per statutory regulations.
- 6 Details of important Plant & Machinery functioning in each deptt.
- 7 Details of the process of manufacture in the factory
- 8 Details & Stocks of raw material held.
- 9 Production capacity of items quoted for, with existing plant and machinery.
- 10 Details of arrangement for quality control of products such as laboratory, testing equipments etc.
- 11 Details of technical supervisory staff in charge of production and quality control.
- 12 Skilled labour employed.
- 13 Unskilled labour employed.
- 14 Maximum no. of workers (skilled and unskilled) employed on any day during the 18 months preceding the date of tender.
- 15 Whether goods re tested to any standard specifications. If so copies of original test certificates should be submitted in triplicate.
- 16 Are you registered with the Director General of Supplies and Disposals, New Delhi-110001.
- 17 India/C.O.S. Punjab. If so , furnish full particulars of registrations, period of currency etc. with a copy of the certificate of registration.
- 18 Are you're a small scale unit, registered with National Small Industries, Corporation Ltd. New Delhi, India, PSIDC/PSIEC. If so, furnish full particulars of registration, period of currency etc with a copy of the certificate of registration.

-----Signature
and seal of the Manufacture

Annexure-4

PROFORMA FOR AUTHORITY FROM MANUFACTURERS

No.....Dated.....

To,

The Principal, Shaheed Bhagat Singh College of Engg. & Tech. Ferozepur

Dear Sir,

Sub: Tender No..... ofhaving factories at.....and offices at
.....do hereby authorized M/S.....(name and address of agent) to represent us, to
tender, negotiate and conclude the contract on our behalf with you against Tender No.....

No. company /firm or individual other than M/S.....are authorized to represent us in regard to this
business against this specific tender.

Your faithfully

Name.....

For & on behalf of M/S.

(Name of Manufacturer)

Note: This letter of authority should be on the letter head of the manufacturing concern and should
be signed by a person competent and having the power of attorney to bind the manufacturer.

ANNEXURE -5

PROFORMA FOT STATEMENT OF DEVIATIONS FOR TENDER CONDITIONS

The following are the particulars of deviations from the requirements of the instructions to tenderers General and Special conditions of contract.:-

Clause	Deviation	Remarks (including justifications)
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Signature and seal of the Manufacturer/Tenderer.

Note:- Where there is no deviation, the statement should be returned duly signed with an endorsement indicating "No Deviations"

Annexure-6

PROFORMA FOR STATEMENT OF DEVIATIONS TECHNICAL SPECIFICATIONS

The following are the particulars of deviations from the requirements of the Technical Specifications.

CLAUSE	DEVIATIONS	REMARKS (including justifications)
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Signature and seal of the Manufacturer/Tenderer.

Note:- Where there is no deviation, the statement should be returned duly signed with an endorsement indicating "No Deviations"

Annexure-7

(These are clause 5 of General Conditions of Contract)

PROFORMA OF BANK GUARANTEE FOR CONTRACT

PERFORMANCE GUARANTEE BOND

Ref.....

Dated.....

Bank Guarantee No.....

To

The Principal
Shaheed Bhagat Singh College of Engg. & Tech.
Moga Road,
Ferozepur-152004

1. Against contract-Vide Acceptance of Tender
No.....datedcovering supply of(hereinafter called the said contract) entered into between the Principal, S.B.S.College of Engineering & Technology, through the Director Technical Education Punjab, Chandigarh (hereinafter called the purchaser) and(hereinafter called the supplier) this is to certify that at request of the Supplier we.....(hereinafter referred to as the Bank) do, as primary obligor and not merely as surety, hereby irrevocably, unconditionally and absolutely undertake against loss or damage caused to or suffered or would be caused to or suffered by the purchaser by reason of any failure of the Supplier to perform or omission or negligence to perform any part of his/their obligation, viz., the performance of the contract till warranty period the satisfaction of the purchaser in terms of the contract.
2. We.....do hereby undertake to pay the amount due and payable under this guarantee without any demur merely on demand from the purchaser stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the conditions contained in the said contract or by reason of the supplier(s) failure or omission or negligence to perform the said contract till warranty period or any part thereof. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee, which shall not be considered as satisfaction of any part of or obligation hereunder. However our liability under this guarantee shall be restricted to an amount not exceeding Rs.....
3. We undertake to pay to the purchaser any amount so demanded by the purchaser not withstanding.;

- (i) Any dispute or difference between the purchaser or the Supplier or any other person or between the Supplier or any person or any suit or proceeding pending before any court or tribunal or arbitrator relating to; or
 - (ii) The invalidity, irregularity or enforceability of the contract ;or
 - (iii) Or any other circumstances which might otherwise constitute discharge of this guarantee, including any act or omission or commission on the part of the purchaser to enforce the obligations by the supplier or any other person for any reason for whatsoever.
4. We.....(indicate the name of Bank) further agree that the guarantee herein contained shall be continued one and remain in all force and effect during the period that would be taken for the performance of the said agreement till warranty period and that it shall continue to be enforceable till all the dues of the purchaser under or by virtue of the said agreement till warranty period have been fully paid and its Claims satisfied or discharged or till.....Office/Department Ministry ofcertifies that the terms and conditions of the said agreement till warranty period have been fully and properly carried out by the said Supplier(s) and accordingly this guarantee.
5. We.....(indicate the name of Bank) agree and undertake that any claim which the bank may have against the Supplier shall be subject and subordinate to the prior payment and performance in full of all the obligations of the Bank hereunder and the bank will not without prior written consent of the purchaser exercise any legal rights or remedies of any kind in respect of any such payment or performance so long as the obligations of the bank hereunder remain owing and outstanding, regardless of the insolvency, liquidation or bankruptcy of the supplier or otherwise any sum outstanding to the credit of the purchaser with it.
6. We.....(indicate the name of the Bank) further agree with the purchaser that the purchaser shall have the fullest Liberty without our consent and without effecting in any manner our obligations hereunder to vary any of the terms and conditions of the said supplier(s) from time to time or to postpone for any time or from time to time and of the power exercisable by the purchaser against the said supplier(s) and for bear or enforce any of the terms and the conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said contract(s) or for any for bearance, act or omission of the part.