

DHEMAJI COLLEGE
DHEMAJI, ASSAM
PIN-787057

NOTICE INVITING QUOTATION (NIQ)

Sealed quotations are invited in two parts (Part I: Technical Bid and Part II: Financial Bid) by the Principal, Dhemaji College under the scheme of State Government Rural Area Infrastructure Development Fund from reputed and experienced Firms/Suppliers, fulfilling the qualifying requirements as prescribed in Tendered documents for following items:

NIQ No A: Profile Sheet for building

NIQ No B: Roof Rust with fitting.

The details schedule of items, Terms and Conditions, Last date of submission, Date of opening of quotations and others can be downloaded from the website www.dhemajicollege.in. or can be collected from Office of Dhemaji College during office hour.

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Particulars	Details
Nature of the work	NIQ No A: Profile Sheet for building NIQ No B: Roof Rust with fitting.
Details of Contact Persons for clarification/ quarries	Dr. Dipak Kr. Neog Phone No. : 9435506155 Email : dhemajicollege@rediffmail.com
Mode of tendering	I. Details Terms and Conditions can be obtained/downloaded from the college website www.dhemajicollege.in . Hard copy can be obtained from College Office during the office hours. II. Tenders have to be submitted in the College Office during the Office hours. III. The Bidders have to submit the sealed tenders
Date of Publishing Tender	20.12.2017
Website for Obtaining / Downloading Tender Documents etc.	www.dhemajicollege.in
Last date of Pre bid Quarries	26.12.2017
Bid Submission start date and time	20.12.2017 during office hours
Bid Submission closing date and time	26.12.2017 (upto 1 P.M.)
Technical Bid and Financial Bid opening date and time	26.12.2017(2.30 P.M.)
Address where the tenders are to be submitted	Principal Dhemaji College, Dhemaji, PO & Dist.- Dhemaji PIN- 787057 (Assam)
Venue for opening of technical bid and financial bid	Office of the Principal, Dhemaji College, Dhemaji

1. IMPORTANT NOTE:

- 1.1 Tenders Documents may be obtained from the Office of the Principal, Dhemaji College, Dhemaji. Moreover, tender documents may be downloaded from the college website : www.dhemajicollege.in
- 1.2 Bidder can access tender documents on the website.
- 1.3 Tenders and supporting documents should be submitted in the college office within the stipulated period of time.
- 1.4 The Bidders must have to submit their tenders separately in every group of NIQ. Both the Bids, Technical and Financial should be submitted in separate and block making 'A' as Technical Bid (Annexure-I) and 'B' as Financial Bid.

2. ELIGIBILITY:

- 2.1 The Vendors should have the experience of supply of the items in Colleges / universities/ institutions etc,
- 2.2 The Vendors should submit an undertaking with the Technical Bid to the effect date he or his firm has not been black listed by any of the Departments / Organisation and No Criminal Case is pending against the said Firm on the date of submission of this bid (Annexure- V).
- 2.3 The Vendor must furnish details of PAN No. , Service Tax No. (if applicable) VAT Registration No. along with copy of these documents.
- 2.4 The rates quoted by the firm should be in Indian Rupees. In case of difference / discrepancy between the rates quoted in figures and words, the letters shall prevail.
- 2.5 The bids should be valid for a minimum period of 90 days after the closing date of submission.
- 2.6 The bidder must submit self attested copy of Certificate of Registration/incorporation of the firm in case the bid is submitted by firm.
- 2.7 The EMD of successful firm(s) shall be converted in to Performance Security Deposit and shall be returned after successful completion of contract.
- 2.8 The Principal of Dhemaji College as well as Construction and other related Committees reserve the right to accept/ reject any or all bids without assigning any reason.
- 2.9 The Firms/ Suppliers are requested to submit copies of the following documents along with the Technical Bid, failing which their Bids shall be rejected and shall not be further considered:-
 - (a) Copy of PAN/ GIR card, VAT registration certificate
 - (b) Copy of Undertaking that the Firm is not Black Listed by any Government Departments/ Organisations
 - (c) Original Tender document duly signed with seal of the firm on each page in token of acceptance of the terms and conditions of the tender.
- 2.10 Conditional bids shall not be considered and will be rejected out-rightly at the first instance.

3. TERMS AND CONDITIONS:

- 3.1 The contract is to commence from the date of award of contract to the farm and shall continue for the period of six months, unless it is curtailed or terminated by Dhemaji College owing to deficiency of service or supply of sub standard quality of materials.
- 3.2 The contract shall automatically expire after six months from commencements of the contract unless extended further by the mutual consent of contracting farm and Dhemaji College.
- 3.3 The contract may be extended on the same terms and conditions or with some additions/ deletions/ modifications and on satisfactory performance, for a further period of three months with mutual consent.
- 3.4 The contracting farm shall not be allowed to transfer, assign, pledge or sub-contracts rights and liabilities under this contract to any other company/ farm/ agency etc.
- 3.5 The contracting farm will be bound by the details furnished by the farm to Dhemaji College, while submitting the tender or at subsequent stage. In case, any of such documents furnished by the farm is found to be false at any stage, it would be deemed to be a breach of terms of contract making the farm liable for legal action besides termination of contract.
- 3.6 Financial bids of only those farms who are technically qualified shall be evaluated.
- 3.7 Dhemaji College, Dhemaji reserves the right to terminate the contract during initial period after giving a week's notice to the farm.
- 3.8 All expenses for sending the items supplied to Dhemaji College, Dhemaji 787057, Assam should be borne by the farm.
- 3.9 The rates quoted shall remain same during the rate contract period and no request for any increase in the rates shall be entertained during the period of the contract
- 3.10 The owner / supplier/ farm should be available on his/ her own direct telephone (office as well as residence) and also on mobile phone so that he/ she may be contacted immediately in emergency cases.
- 3.11 Before award of contract, all original documents will be checked by the authority of Dhemaji College and at that time attested photo copies are required to be furnished.
- 3.12 Dhemaji College shall not be responsible for any financial loss or other injuries to any person deployed by the contracting farm in the course of their performing the duties to Dhemaji College in connection with the supply of items.
- 3.13 In the event of failure to accept the offer of contract or failure of submission of Performance Security Deposit by the successful bidder within stipulated time line for whatsoever the reason(s), Earnest Money Deposit submitted by the bidding farm shall be forfeited.
- 3.14 Either party may terminate the contract by giving a notice of one month.
- 3.15 In case of breach of contract by the vendor, Dhemaji College shall have the authority to cancel/ terminate the contract, besides forfeiting the Security Deposits.
- 3.16 It may specifically be mentioned whether quotation is strictly as per tender specifications/ conditions. Deviation in any form will not be accepted.
- 3.17 Dhemaji College reserves the right to accept or reject any bid or cancel the tender proceeding without assigning any reason whatsoever. Further Dhemaji College reserve the right to purchase or to purchase any item listed in the price schedules.

- 3.18 The contract shall be subject to Dhemaji Jurisdiction. This document and the contract or job award letter issued as a result of the tender process shall be interpreted in terms of Indian law.
- 3.19 All disputes arising out of this contract shall be settled amicably by Dhemaji College and the contractor. In the event of failure to reach amicable settlement, the dispute shall be settled by an Arbitrator appointed by Dhemaji College as per the provisions contained in Arbitration and Conciliations Act 1956.
- 3.20 The terms and conditions of State Government will be followed and implemented.
- 3.21(A) Approx. Tender amount is inclusive of FR & other taxes as applicable.**
(B) The Tax(such as VAT etc.) will be deducted at source from the total bill amount by the Principal and DDO of Dhemaji College.
- 3.22 **The successful Bidder (s) must sign an agreement with the Authority of the Dhemaji College, Dhemaji regarding the contract and supply of materials as well as well as price variation of construction materials.**

4. PROCEDURE FOR SUBMISSION OF THE PROPOSAL/ TENDER

- 4.1 The Bidders must have to submit their tenders separately in every group of NIQ. Both the Bids, Technical and Financial should be submitted in separate and block making 'A' as Technical Bid (Annexure-I) and 'B' as Financial Bid (Annexure-II) – distinctly.
- 4.2 The copy of related documents must be submitted along with the Technical Bid and Financial Bid.
- 4.3 The Bidders can submit the tender either by post or by submitting in the box provided in the college in the following address –

Address : To the Principal, Dhemaji College,
Dhemaji, PO & Dist.- Dhemaji, Assam.
PIN- 787057.

Principal
Dhemaji College, Dhemaji
PO & Dist.: Dhemaji (Assam)
PIN- 787057

TECHNICAL BID

(Contract for supply of to Dhemaji College)

1. Name of the Tendering Company/Firm /Agency :
2. Name of Owner/ Director/Manager of Company/Firm /Agency :
3. Full Address of the Company/Firm/Agency of Registered Office :
Telephone No. :
Fax No. :
E-mail Address :
4. Banker of the Company/Firm/Agency with Full address :
5. Details of Earnest Money Deposit (EMD) :
RTGS/NEFT/DD
Drawn on Bank
6. Name of the items to be supplied :
7. PAN/GIR No. :
8. TIN No. :
9. VAT/ Sales Tax Registration No. :
10. Additional information, if any (Attach separate sheet, if required) :

Date :

Place :

Signature of authorized person
Full Name & Designation :
Seal :

Annexure-II

Financial Bids

Price schedule :

Sl. No.	Item Name/ Description	Brand	Quantity	Unit Rate	Total Cost	Discount	Others ,(if any)	Actual Cost
1	Roof Profile Sheet (Branded)							
2	Roof Rust (TATA)							