

**OFFICE OF THE PRINCIPAL
INDRAVATI DEGREE MAHAVIDYALAYA,
AT/PO-JAIPATNA, KALAHANDI, ODISHA
Website- www.idmjaipatna.in**

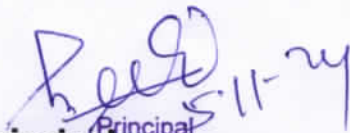
**Tender Call Notice for supply of Non-Civil items to be procured
Under
Odisha Higher Education Programme for Excellence & Equity
(OHEPEE)**

Tender Document No : IDM/OHEPEE /2024-25/002

Dated : 05.11.2024

Sealed quotations are invited from the intending registered Suppliers / dealers/ firms having valid GST registration/ Tax Clearance Certificate of last three years/ Audited Balance Sheet & Profit Loss / PAN Card etc....for "**Supply of Dual Desk Bench, Almirah, Steel Rack, Steel Table , Office Chair, etc....** of reputed brand.

Interested bidders may submit their quotations by **Registered Post / Speed Post/ Courier only**. Quotations received in complete or after scheduled date and time shall be summarily rejected. The details of items, specifications, Terms and Conditions can be obtained from our website **www.idmjaipatna.in** The Undersigned reserves the right to accept/reject or cancel any or all quotations without assigning any reasons thereof.

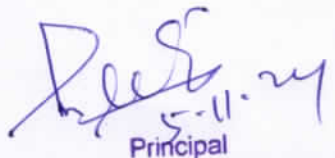

Principal
Indravati Degree Mahavidyalaya
Jaipatna, Kalahandi

Tender Document No : IDM/OHEPEE /2024-25/002

Dated :05.11.2024

**ADVERTISEMENT FOR PROCUREMENT
OF
" NON CIVIL ITEMS "
UNDER
ODISHA HIGHER EDUCATION PROGRAM FOR EXCELLENCE &
EQUITY (OHEPEE),
AT
OFFICE OF THE PRINCIPAL
INDRAVATI DEGREE MAHAVIDYALAYA,
AT/PO-JAIPATNA,KALAHANDI,ODISHA
Website- www.idmjaipatna.in**

**Issued by-
PRINCIPAL
Indravati Degree Mahavidyalaya ",
Jaipatna - Mukhiguda Rd, Jaipatna, Odisha.
Telephone-06673-266387**


Principal
Indravati Degree Mahavidyalaya
Jaipatna, Kalahandi

Session-2024-25

SCHEDULE OF TENDER

Tender No & Date	IDM/OHEPEE /2024-25/002 Date: 05/11/2024
Name of The Tender Issuer	Principal ,Indravati Degree Mahavidyalaya, Kalahandi
List of Items	Supply of Non-Civil items under Odisha Higher Education Program for Excellence and Equity (OHEPEE) Grant – As per ANNEXURE
Method of Selection	Least cost selection method
Pre-Proposal meeting	11-11-2024, 11:00 A.M.
Issue of Pre-Proposal Clarifications (if any)	After Pre-Proposal meeting date will be Updated on website (if Any)
Last date & Time for submission of proposal	26-11-2024, 05:00 P.M.
Date and Time of the opening of Technical Bids	27-11-2024, 11:00 A.M.(if Any Holiday Falls then Opening will be Next working Day)
Date and Time of the opening of Financial Bids	29-11-2024, 11:00A.M. (if Any Holiday Falls then Opening will be Next working Day)
Place of opening of Tender	Office of the Principal , Indravati Degree Mahavidyalaya, Kalahandi.
Cost of Tender Form	Rs. 500.00 (Non-refundable) by shape of DD/NEFT. in favor of "OHEPEE PRINCIPAL, INDRAVATI DEGREE MAHAVIDYALAYA, JAIPATNA " ACCOUNT DETAILS OHEPEE PRINCIPAL, INDRAVATI DEGREE MAHAVIDYALAYA, JAIPATNA ACCONT NO-099101000007253 IFSC-IOBA0000991 INDIAN OVERSEAS BANK, MUKHIGUDA
Earnest Money in Rupees	@2% DD drawn in favour of "OHEPEE PRINCIPAL, INDRAVATI DEGREE MAHAVIDYALAYA, JAIPATNA
EMD Relaxation	Firms registered under MSME are exempted from submitting the EMD. Note- MSME/Start Ups proof with Bid declaration Letter.
Contact Email for official Communication (If Any)	principalidmjpt@gmail.com
Performance Security	@3% of the Order Value.
Address/venue for submission/ opening of such proposals.	Principal , Indravati Degree Mahavidyalaya, Kalahandi, At/Po- Jaipatna- Mukhiguda Rd, Jaipatna, Odisha-766018

Note- In case of any change in the scheduled date due to any unforeseen event the date may be shifted to the next possible working day or as decided by the Principal the same will be displayed on the college Notice Board/ Website. No separate advertisement regarding correction/corrigendum/ addition will publish. Please visit website time to time for regular update.


 Principal
 Indravati Degree Mahavidyalaya
 Jaipatna, Kalahandi

CHECK LIST

The tenderers are hereby instructed to arrange and submit the following required documents as per the checklist

Note – If tender is not submitted in above manner by the tenderer, may be treated as Non-responsive & liable to be rejected

Sl. No.	Name of Document	Yes/No	Page No
1	CHECK –LIST		
2	Bidder Details (Annexure-I)		
3	Tender Fee		
4	Earnest Money Deposit (EMD)/ Bid Security		
5	Technical specification with Compliance Statement (Annexure-II) Department Wise as per ANNEXURE-X		
6	Original Product catalogue for quoted product		
7	Catalogue with Plan Layout of Table & Room (if applicable)		
8	Dealership/ Authorization Certificate (In case of Dealer) -Up to Date		
9	GST Registration Certificate (Odisha State)		
10	PAN Card Copy		
11	Audited Financial Statement of preceding last 03 Financial years		
12	Income Tax return of preceding last 03 financial years		
13	Copy of GSTR-3B Statement for Last Qtr.		
15	Copy of CE Certificate (if any)		
16	Copy of ISO- 9001,1400,45001 certificate		
17	Price schedule in prescribed format (Annexure-III)		
18	Self-declaration for not having been black listed (Annexure-IV)		
19	Guarantee/Warranty (Annexure-V)		
20	Letter of Willingness (Annexure-VI)		
21	The tenderer should have minimum 03 nos. of similar work orders during last three years in any of the Government organization Work Experience (Annexure-VII)		
22	Bank Details of The Bidder (Annexure-VIII)		
23	Photocopies of the Similar work order Only		
24	Installation report of similar items Only		
25	Original Tender form Duly Signed & Stamp on each Page & Numbering		

Place:
Date:

Signature and with seal of tenderer

NOTICE INVITING TENDER

The **Principal, Indravati Degree Mahavidyalaya, Kalahandi** invites sealed tenders under **"TWO BID SYSTEM"** from reputed suppliers of good standards for selection of a supplier for the purpose of supplying different items to **Principal, Indravati Degree Mahavidyalaya, Kalahandi**.

"TWO BIDS SYSTEM"

Tenderer should take due care to submit the tender in accordance with requirement in sealed covers. Bids received shall be evaluated as per the Criteria prescribed in the tender document.

The College will not entertain any modifications subsequent to opening of bids and bids not conforming to tender conditions shall be liable to be rejected. Therefore, bidders are advised to submit their bids complete in all respects as per requirement of tender document specifying their acceptance to all the clauses of Bid Evaluation Criteria, General terms and conditions and compliance to the Scope of Work requirement etc.

i) **Technical Bid** shall consist of all technical details along with commercial terms and conditions.
AND

ii) **Financial Bid** shall indicate item-wise price for the items mentioned in the technical bid.

The technical bid and the financial bid should be sealed by the bidder in separate covers duly superscribed as **"Technical Bid"** and **"Financial Bid"** respectively. **Both these sealed covers should then be kept in a bigger cover** which should also be sealed & duly superscribed as "Tender for Supplying (Name of the item) to **Principal, Indravati Degree Mahavidyalaya, Kalahandi**

"The Letter of Willingness, Tender Fee DD receipts towards cost of Tender form, Check List and the EMD draft should be kept in the Bigger Cover.

In case of any clarification required relating to the tender kindly visit at our college in between office hour

Tender documents for supply of different items can be obtained from college office on all working days between 9A.M. and 1P.M on payment of a non-refundable cost of Tender form of Rs 500/- in the form of a Demand Draft (DD)/ Online (NEFT/IMPS) **Account Name: OHEPEE, Indravati Degree MV, Jaipatna** . The tender document is not transferable to any other person.

A. Pre-Qualification Criteria

The bidder should meet the following pre-qualification criteria:

1. The bidder must be a registered company in India, registered under the Companies Act 1956 and should be in existence since last 5 years or more. Consortium in any form is not allowed.
2. Procurements quantity is not divisible, its work contract for development of College Infrastructure . Expertise /experienced Vendor Should only Quote.
3. The eligibility of the Bidder will be judged on the basis its own or the OEMs credentials. Hence, in case of bidder is channel Partner, the respective OEM has to authorize in writing on its letter head to allow the Partner in using its credentials for eligibility.
4. Few Items of indigenous nature or quoted should be in INR, more than 1 authorized representative may participate in the same tender and submit their bids on behalf of their OEM/Principal/ Manufacturer if the OEM permits more than one authorized bidder in such a case as per their policy.
5. The OEMs / Channel partners of OEM's should have executed at least Three single order of Value not less than Rs. **10 Lakhs (Rupees Ten Lakh Only)** or more in last three financial years for supply and installation of Lab Equipment's in Govt./ Semi Govt Colleges in the state of Odisha.
6. The OEMs / Channel partners of OEM's should have presence in Odisha for last 5 (Five) financial years in the same business area with **Odisha GST Number**. Documentary evidence with self-attested is to be attached with the bid.
7. The Bidder should have an average turnover should not be less than 35 Lakhs in the last three financial (Audited balance sheet along with CA certificate is to be submitted).

8. The Bidder should have not been banned / black listed as on date by any Government Agencies / Govt. Department/ Quasi Govt Department / PSU / Board/ council or similar organization on grounds of non-performance, fraud practice, financial irregularities. A self declaration on the letterhead of the bidder duly signed and stamped by the Authorised Signatory to be submitted.
9. Tender document must be submitted along with all the relevant documents. This is required to show that the bidder had accepted all the terms and conditions mentioned in this tender document.
10. However, of **Principal, Indravati Degree Mahavidyalaya**, Authority reserves the right to evaluate the Bidder's performance through the report from any Govt. Department / Quasi Govt. Dept / PSU / Board Council or similar organization at their own discretion or ask the bidder to produce service satisfaction certificate from the customer base mentioned as per above criteria.
11. Technical Brochures/Layout of Room along with Lab table [(As per Dept.) if any]
12. The bidder should have valid documentary proof of GST registration
13. PAN registration number- Self-Certified Copy of PAN
14. The bidder should submit (self-attested) documentary proof in support of each of the above conditions. The Incomplete offers will be summarily rejected without any further correspondence.
15. **Bidders who will qualify basis the above criteria may be called by Purchase Committee for a Physical Item wise presentation in order to evaluate the Quality of Materials.**
16. Tendering authority reserves the right to accept or reject any or all the offers without assigning any reason.

B. LIST OF ITEMS:

Supply of items to **Principal, Indravati Degree Mahavidyalaya, Jaipatna, Kalahandi** The items have been described in Annexure-I A bidder can submit financial bid for any number of items however care should be taken to submit for accounting units mentioned against each item.

C. BIDDER:

The term Bidder shall mean Company, Firm, Agency or the Individual to whom the Contract is awarded and shall include its/ his/ her/ its heirs and legal representative. Successful Bidder is referred to as "Party" in this tender document.

D. EARNEST MONEY DEPOSIT (EMD)

EMD, otherwise known as Bid Security is to be submitted by the bidder along with the bid in shape of bank draft or Banker's cheque in favor of **Principal, Indravati Degree Mahavidyalaya, Kalahandi**. No other mode of payment will be accepted amount deposited against any other tender will not be considered for adjustment against this tender

The amount of EMD to be submitted by the bidder shall be **02%** of the estimated value of the item. The Offers not accompanied by the required EMD are liable to be rejected.

- (i) The EMD will be returned to the unsuccessful bidders after expiry of the final bid validity period or within 30 working days from the date of issue of the work order whichever is earlier without any interest and Firms Registered under MSME (for Odisha State Only) are exempted from Submitting EMD. Bid security declaration should be provided along with MSME /Start-up proofs.

E. MODE OF PAYMENT

- (i) Payment shall be made through NEFT/ RTGS transfer only after satisfactory supply of the said items.
- (ii) The principal shall be at liberty to withhold any of the payments in full or in part.
- (iii) No advance payment will be made in any case
- (iv) The 100% payment shall be given within 30 days after satisfactory installation of the equipment / material supplied & necessary training of operating personnel.

F. MODE OF SUBMISSION OF TENDER

- A. Tender should be submitted by tenderer in prescribed form.
- B. Tenderer should submit their offer in two parts as under:
 - (a) Technical Bid, consisting of technical details, drawing/catalogues/ brochures, data sheets or models etc. (**Annexure-II**)
 - (b) Financial Bid on prescribed format attached with the tender document (**Annexure-III**)
- C. Proposals complete in all respect should be submitted to the **Principal, Indravati Degree Mahavidyalaya, Jaipatna, Kalahandi**, through **Speed Post/ Registered Post/Courier** only. Delivery in person shall not be accepted.
- D. All details asked for in the Annexure(s) should be properly filled in and each page of tender should be Stamped & Signed by the tenderer. Failure to attach Annexure required may invalidate the tender.
- E. Any tender which is not found in the proper form or is received late due to postal delay or otherwise shall in no case be accepted.
- F. The bidder is expected to examine all instructions, forms, terms and specifications in the bid document. Failure to furnish all information required as per the tender document or submission of bids not substantially responsive to the bidding document in every respect will be at the bidder's risk and may result in rejection of the bid.
- G. Offers should be typed and Price be quoted in words as well as in figures. In case of any discrepancy or variation in between figures and words is found, the offer in words shall be finally acceptable. Disagreement with this provision shall entail the bid as non-responsive and subsequently rejected.
- H. Tender documents are not transferable.
- I. Incomplete tenders or tender received after due date and not accompanied with earnest money deposit shall be rejected.
- J. In no case the bidding manufacturer or the bidder, otherwise can authorize any other agency whatsoever to supply the items to purchaser and receive payment in respect thereof.
- K. No amendment or supplementary attachment in the bidding document shall be allowed or entertained after the bid having been submitted to the purchaser. No representation there to at any stage shall be entertained.
- L. **Principal, Indravati Degree Mahavidyalaya, Jaipatna, Kalahandi** reserves the right to reject any or all offers or increase/decrease in quantities, call for acceptance the offer in full or in part, without assigning any reasons thereof.
- M. ISO certified Company should have established service team & network across the state.
- N. The principal is not bound to accept the tender quoting the least in the financial bid. The principal reserves the right to place order for a part of the quantity offered. The rates quoted by the bidder shall be valid for any such part.
- O. They should be registered for GST/CST/ST and should enclose copies of relevant certificates.
- P. Tenderer will have to produce all these original documents at any time as deemed by the Institute.

G. ADDITIONAL TERMS & CONDITIONS

Bidders are requested to follow the below mentioned instructions:

The Projects are to be implemented on a turnkey basis in all the Science Department as given below. The successful bidders are responsible for supply including installation.

1. Should not have been blacklisted by any State Govt. / Central Govt. / PSU India. A self-declaration is required as per **Annexure IV**.
2. Supplier /OEM must have Quality Certificate of any ISO- 9001,1400,45001 certificate.
3. The bidder should quote for all packages the items as per technical specification mentioned in **Annexure II**. The list of items available with the tenderer. Original Technical Catalog as Proof of Technical Specification should be enclosed by Bidder; merely Copy & Paste of Technical Specification will be outright Rejected.
4. The bidder should compile as per **Annexure II**, duly filled in, signed and complete in all respects. No alteration / modification in the format shall be permitted.
5. Performance Statement- **Annexure-VII**
6. If any Technical conflict arises while evaluating the Technical Bid, **Principal, Indravati Degree Mahavidyalaya, Jaipatna, Kalahandi** may ask for **Live Demo of any product** in presence of Technical Committee.

7. Method of selection -**Least Selection Method**, Total Bid evaluation means Any bidder who wants to quote will quote each Department as per Annexure with Section (if Any)- Completely. Preference will be Given the party who will quote Maximum Number of products against each Section/Annexure as per Tender.
8. Procurements quantity is not divisible, its work contract for development of Science Laboratory.
9. Copy of Up to date GSTR -3B Statement (1st Quarter of FY 24-25) and last 3Years Audited Balance Sheet & Profit loss Annual Turn Over Should not be less than 1Cr./Turn Over Certificate Proof Required.
10. The vendor should provide the satisfactory training to our technical staff after installation/commissioning.
11. The OEM/Bidder should have after sales & Service Centre with GST Registration in the state of Odisha. Details address should have mentioned.
12. Supplier/Bidder/OEM Should have quality Certificate such as ISO /NABL and CE certificate for Laboratory Equipment's and BIFMA & Green Pro Membership for Practical Laboratory Table / Demonstration Table, Stools etc. copy to be Enclosed, Drawings / Images are Mandatory for desired Items.
13. Few Items of indigenous nature or quoted should be in INR, more than 1 authorized representative may participate in the same tender and submit their bids on behalf of their OEM/Principal/ Manufacturer if the OEM permits more than one authorized bidder in such a case as per their policy.
- 14. Valid copy of Manufacturer License, Income Tax Return, GST Certificate must be submitted by the OEM**
15. OEM/bidder must submit order copies along with Installation Report of 70% quoted products from any Govt/Aided Institute of Odisha.
16. The department can ask for physical Demonstration to ensure the equipment quality (If required) / Original Site Visit Where Past project successfully completed. If any expense occurs it will be borne by Bidder
17. If any Violation found at the time of Technical Evaluation, the bid will be terminated
18. Failure to comply with the conditions will result in forfeiting of the tender. Please cross out any mistakes and rewrite the same and countersign.
19. Cost involved in submitting the bids, attending the tender opening meeting, arrangements for the demonstration /presentation etc. shall be borne by the bidder.
20. No tenderer shall be allowed to withdraw the tender rates after opening of the tender. If any tenderer withdraws the rates, the EMD amount deposited by him shall be forfeited and he shall be disqualified from participating in any future tender of the Institute.
21. Rates should be offered unconditionally and if rates are submitted with any condition the tender shall be rejected.
22. Tenderer shall have to quote item wise rates; consolidated rates shall not be considered and tender shall be liable to be rejected out rightly.
23. Tenderer/Manufacturer should have extensive **experience of at least 05 years** of designing, manufacturing, Supplying, installation and commissioning of the required item.
24. It is a compulsory requirement that the items offered make and model, as quoted by the bidder must be supplied, installed and must be in good working condition.
25. Tenderer should quote for the whole set of items required and should be willing to undertake responsibility of commissioning, warranties and after sales service. Part offer/offers not as per given specification will not be considered.
26. Tenders should comply all the terms and conditions given in the tender document and be quoted for the specification given in the tender documents.
27. Notwithstanding anything stated herein above, the principal reserves the right to assess the tenderer capability and capacity to perform the contract, should the circumstances warrant such assessment.

28. In case any part of the equipment supplied being found to be non-functional the entire unit of equipment shall be taken as non-functional
29. The principal reserves the right to change the quantity/ upgrade the criteria/ drop any item or part thereof/ extension of delivery date at any time before placing the purchase/ work/ supply order.
30. Right of Acceptance: The college authority is not bound itself to accept the lowest tender. It is the sole discretion of the principal to place order for better quality.
31. Signing of Tender: The individual signing the tender (or the documents in connection with it) must specify whether he/she is signing as:
 - A. A sole proprietor of the farm, or constituted attorney of such proprietor.
 - B. A partner of the farm, if it be a partnership, in which case he/she must have the authority to refer to arbitration, disputes if any, concerning the business of the partnership, either by virtue of the partnership agreement or power of attorney.
 - C. Authorized signatory of the farm, if it is a company, a letter of the authority in this respect must be closed along with the bid.
 - D. A person signing the tender form or any part thereof, on behalf of another, shall be deemed to warrant that he/she has the authority to bind the other and if on inquiry it appears that the person so signing has no authority do to so, Principal may without prejudice to other Civil and Criminal remedies, cancel the contract and hold the signatory liable for all costs and damages.

H. PRICES

Farm will submit the prices (all inclusive) for each item to be quoted on prescribed format attached with the tender document including charges for installation and commissioning .

The price ranking will be carried out as under:

1. The prices of optional items if not required as per technical specifications will be excluded for ranking purpose.
2. The ranking will be determined as under. Total Price (Cost) = Price quoted with all accessories as per technical specifications along with all the taxes and charges (if any). All these calculations must be clearly written by the bidder in price bid.
3. Offer with any price variation clause will not be accepted. The rates quoted in ambiguous terms such as "Freight on actual basis", "taxes as applicable extra" or "packing & forwarding extra" will render the tender liable for rejection.
4. G.S.T. as applicable must be reflected in the financial bid and the tax amount is to be clearly indicated separately but included in the lump sum price.
5. Bids shall be accepted with price quoted invariably in Indian Currency.
6. No increase in price shall be allowed even if claimed on the grounds of any statutory increase or fresh imposition of any other tax later.
7. Discount, if any, offered by the bidder shall not be considered unless specifically indicated in the price schedule and shall be taken into account for consideration only if it is quoted clearly with net price taking all such factors like discount, free supply etc. to arrive at net price.
8. Prices: The tenderer are required to quote as per "Annexure" (Financial Bid) in a Separate Envelope. The rates quoted shall include the cost of Material, Taxes, labour, Transport & Packaging etc., as required for the completion of work.
9. The selected supplier has to deliver the items at the college point at his own cost.

I. VALIDITY OF BID:

The bid will remain valid for 3 months from the date of opening of financial bid. The quoted price will remain firm and in case of acceptance of the tender the prices will remain firm till execution of the complete order and will not be subject to the price escalation on any account whatsoever.

J. TECHNICAL PREFERENCE BID EVALUATION PROCESS

Sl. No	Description	% Weightage
1	GENERAL DOCUMENTS (GST/VAT/PAN/ITR)	10%
2	EMD/TENDER FEES	10%
3	ISO/CE ,BIFMA, GREEN PRO or any Quality Certificate	10%
4	MSME UDYOG AADHAR /SSI Certificate	10%
5	TECHNICAL CATALOG/ LITERATURE/DRAWINGS	10%
6	PHYSICAL DEMONSTRATION/ PROJECT SITE VISIT (if required)	20%
7	PO COPY (CENTRAL INST/ RESEARCH INST/ UNIVERSITIES (UGC) / RUSA COLLEGES WITH INSTALLATION COPY	10%
8	AFTER SALES CAPACITY / (PROOF) SERVICE WORK ORDER COPY	20%

- A. Tenderer/Manufacturer should have extensive experience of at least 05 years of designing, manufacturing, Supplying, installation and commissioning of the required item.
- B. It is a compulsory requirement that the items offered make and model, as quoted by the bidder must be supplied, installed and must be in good working condition.
- C. Tenderer who have their own sales and service station (With GST Registration) in Odisha should only quote.
- D. Tenderer should quote for the Complete Experiments only as per ANNEXURE.
- E. should be quoted separately. No Alternative Model is acceptable and also should be willing to undertake responsibility of commissioning, warranties and after sales service. Part offer/offers not as per given specification will not be considered.
- F. Tenders should comply all the terms and conditions given in the tender document and be quoted for the specification given in the tender documents and must have enclosed Tender Compliance Statement..
- G. Notwithstanding anything stated herein above, the principal reserves the right to assess the tenderer capability and capacity to perform the contract, should the circumstances warrant such assessment.

K. FINANCIAL BID EVALUATION & AWARD OF CONTRACT

- A. Least Cost Selection Method" will be followed. (Technically Evaluated "L1"), Preference will be given those have quoted Maximum number of Items.
- B. The farm, who will Technically Qualified in Technical bid evaluation with lowest financial Process , shall be declared as the eligible bidder and shall be communicated for further process leading to issue of "Supply Order".
- C. The eligible bidder will be intimated by the principal by email/ speed post and will be asked to acknowledge the "Letter of Intent (LoI)/ Work Order" and to submit the "Performance Security" within 21 days of issuance of intimation by the principal in shape of Bankers Cheque/DD/BG .
- D. The "Performance Security" is unconditional and irrevocable.
- E. Performance Security must remain valid till warranty period of the goods.
- F. After receipt of the "LoI" or after issue of work order if due to any reason(s) the eligible bidder withdraws its willingness to supply the required goods then the EMD/Performance Security deposited by the same farm will be forfeited by the principal and farm securing the next eligibility position in the financial bid will be awarded with contract, after submission of the required Performance Security amount & EMD.
- G. Once the Supply Order is issued by the college, the concerned farm must supply and install the required number of items within 30 days from the date of issue of the supply order..

L. TEST AND INSPECTIONS

Upon completion of the installation work, the tenderer/supplier shall facilitate inspection of the equipment by the principal or his authorized representative, to inspect & test the equipment and to confirm that they are installed in conformity to the required specifications and are serving the desired purpose. Any defect or failure to serve the desired purpose, discovered during the inspection will be promptly rectified and made good to the satisfaction of the principal or his authorized representatives.

M. GUARANTEE/ WARRANTY (Annexure-V)

The tenderer shall furnish along with their quotations the under noted Guarantee/Warranty:

- A. The Guarantee/ Warranty shall be for a period of at least 12 months from the date of satisfactory installation and handing over the items and of works conducted there with covered under the contract in working order. During the guarantee period the replacement of any part(s) of the equipment or rectification of defect of works will be free of cost. If the down time exceeds seven consecutive days at any one time, the guarantee period will be extended beyond aforesaid 12 months by a duration equal to the total down time during the period of warranty.

- B. The tenderer whose tender is accepted shall furnish the warranty (Where Ever Applicable) in **Annexure-V** Along with Bill.
- C. The manufacturer and the tenderer should guarantee the entire unit against defects of manufacture, workmanship and poor quality of components.

N. LEGAL JURISDICTION

All questions, dispute of difference arising under out of or in-connection with the contract if concluded shall be subject to the exclusive jurisdiction of the court within **Kalahandi**.

O. FRAUD AND CORRUPTION

It is required that the purchasers as well as bidders/ suppliers observe the highest standard of ethics during the process of procurement and execution of contracts. In pursuance of this policy, the purchaser defines for the purpose of this provision the terms set forth below as follows:

- A. "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in execution of contract.
- B. "Fraudulent practice" means a misrepresentation of facts and/or concealment of facts in order to influence the procurement process or the execution of a contract to the detriment of the purchaser, it includes collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive level and to deprive the purchaser from the benefit so free and open competition.
- C. In case of above forbidden practices adopted by any firm being detected, the purchaser shall have right to declare the firm ineligible and subsequently debar the firm either for an indefinite period or for a stated period of time for participation in any tender, award of contract and initiate appropriate legal action as per court of law.

P. Conflict of Interest Exists in the event of:

- Firms who have a business or family relation with the PRINCIPAL, directly or indirectly.
- Practices prohibited under the anti-corruption policy of the Government of India and Government of Odisha. The interested firms are to be careful so as not to give rise to a situation where there will be any conflict of interest with the PRINCIPAL as this would amount to their disqualification and breach of contract.
- Disclosure: Firm has an obligation to disclose any actual or potential conflict of interest. Failure to do so will lead to disqualification of the bidder or termination of its contract.

Q. Force Majeure:

- "Force Majeure" means an event beyond the control of the selected firm and not involving the selected firm's fault or negligence and not foreseeable.
- Such events may include wars or revolutions, fires, floods, riots, civil commotion, earthquake, epidemics or other natural disasters and restriction imposed by the Government or other bodies, which are beyond the control of the selected firm, which prevents or delays the execution of the order by the selected firm.
- If a Force Majeure situation arises, the selected firm shall promptly notify PRINCIPAL in writing of such condition, the cause thereof and the change that is necessitated due to that prevailing condition.

The undersigned reserves the right to reject or cancel any or all tenders without assigning any reason thereof. The decision of committee will be treated as final. The committee reserves the right to cancel any items if the same is not at par with specification given in the tender.

ANNEXURE-I

BIDDER DETAILS

SI No	Particular	Details
1	Name & /Agency/Company	
2	Registered Office Address & Complete Postal Address	
3	Telephone Number , E-mail id and Website details	
4	Legal Entity of the of the Firm (Along with Proof)	
5	Name of Authorized Signatory (In Block Letter)	
6	CE Certificate of OEMS's for Electronic Equipment's (if any)	
7	ISO Certificate of OEM & Bidder	
8	Date of Establishment and Experience in business (in number of years) With proof	
9	G.S.T. Registration No.	
10	PAN No.	
11	Details of Tender Fee Deposit i.e Draft No. Date and bank name	
12	Details of Earnest Money Deposit i.e Draft No. Date and bank name	
13	Yearly turnover of the organization during Last 3 years (year wise) and furnish audited balance sheet & profit and loss A/C for the last 3 years 2020-21,2021-22,2022-23	
14	Annexure VIII performance /Work Experience of organization	

Place:

Signature and with seal of tenderer

Date:

TECHNICAL COMPLIANCE SHEET

To,
The Principal
Indravati Degree Mahavidyalaya
Jaipatna - Mukhiguda Rd, Jaipatna, Odisha 766018

Sub: Technical Compliance for the Department of _____

Tender Ref :

Dear Sir,

I, the undersigned, offer to participate in the selection process to select supplier for "**Laboratory Table for department**" at the college, in accordance with your Tender No:

I am here by submitting Technical Proposal, which includes EMD, Technical Proposal and Financial Proposal sealed in separate envelopes. I, hereby declare that all the information and statements made in the Technical & Financial Proposals are true and correct. I accept that any misinterpretation contained in it may lead to disqualification of my proposal.

I hereby unconditionally undertake to accept all the terms and conditions as stipulated in the Tender No document. In case any provision of this Tender are found violated, then your College shall without prejudice to any other right or remedy be at liberty to reject our proposal including forfeiture of the full said earnest money deposit absolutely.

SI No	Item Name	Tender specification	Bidder/Vendor Specification	Make & Model	Compile (Yes/No)	Any Deviation
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						

N.B:

1. Each item should complete in all respect b. it should be enclosed
2. Technical Catalogue/Leaflet/Drawing in Technical Bid along with other necessary documents.

Place:
Date:

Signature and with seal of tenderer

FINANCIAL BID SUBMISSION FORM

To,
The Principal,
Indravati Degree Mahavidyalaya
Jaipatna - Mukhiguda Rd, Jaipatna, Odisha 766018

Sub: Submission of Financial Proposal for _____

Tender Ref :

Dear Madam/Sir,

I, the undersigned, here by submitting the Financial Proposal to select supplier for "Supply of Laboratory Equipments/Apparatus" at the college in accordance of

I, hereby declare that all the financial figures mentioned the Financial Proposal is true and correct. I also accept that any misrepresentation of financial facts and figures may lead to disqualification of my proposal

SI No	Name of the items/ Equipment	Company/ Make (if applicable)	Qty	Unit rate in (Rs.)	Total Rs.
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
Total					
GST					
Grand Total					

(Total Rupees in words.....)

Price: - Total price should be inclusive of all taxes. Items quoted must be as per the specifications given in enclosed Annexure-I

N.B:

a. Separate Annexure-III to be attached

b. Each item should complete in all respect with FOR Destination Price.

Place:

Signature and with seal of tenderer

Date:

ANNEXURE-IV

SELF DECLARATION CUM UNDERTAKING

To,
The Principal
Indravati Degree Mahavidyalaya
Jaipatna - Mukhiguda Rd, Jaipatna, Odisha 766018

Dear Sir/Madam,

It is certified that my Farm/ Agency/ Company Name: _____ has never been **black listed** by any of the Departments/ Autonomous Institutions/ Universities/ Public Sector Undertakings of the Government of India or Government of Odisha or any other State Government or reputed educational institutions and no criminal case is pending against the said Farm/ Agency/ Company as on date _____.

Place:
Date:

Signature and with seal of tenderer

ANNEXURE-V

GUARANTEE / WARRANTY

To,
The Principal
Indravati Degree Mahavidyalaya
Jaipatna - Mukhiguda Rd, Jaipatna, Odisha 766018

Dear Sir/Madam,

I/We hereby declare that the items and other articles supplied to the purchaser under this contract shall be of the best quality and workmanship and are strictly in accordance with the specification and particulars contained/mentioned in the clause hereof and I/we hereby guarantee that the said items and other articles confirm to the description and quality aforesaid.

The purchaser will be entitled to reject the said items and other articles as may be discovered not to confirm to the said description and quality. On such rejection the items and other articles will be returned in own risk and all the provision herein contained relating to rejection thereof shall apply. I/we shall, if called upon to do so, replace within a period of 14 days or such further period that be extended from time to time by the purchase at his discretion, and an application made thereof by us, the items and other articles as are rejected by the purchaser and in such an event the above mentioned Warranty shall apply to the items and/or other articles replaced from the date of replacement thereof, otherwise the tenderer shall pay to the purchaser such damages as may arise by reason of therein contained without prejudice to any other right of the purchaser in that behalf.

The items being offered is latest model and that spares for the items will be available for a period of at least five years after its supply to the purchaser. The Guarantee/ Warranty shall be for a period of at least 12 months from the date of satisfactory installation and handing over the items and of works conducted there with covered under the contract in working order. During the guarantee period the replacement of any part(s) of the items or rectification of defect due to manufacturing of works will be free of cost. If the down time exceeds seven consecutive days at any one time, the guarantee period will be extended beyond aforesaid 12 months by duration equal to the total down time during the period of warranty.

Place:
Date:

Signature and with seal of tenderer

LETTER OF WILLINGNESS

To,
The Principal
Indravati Degree Mahavidyalaya
Jaipatna - Mukhiguda Rd, Jaipatna, Odisha 766018

Sub: Submission of willingness certificate to supply/ install (name of the item/items) at your college premise.

Dear Sir/Madam,

I am to inform you that my firm (name of the firm with address) is ready to **supply/ install (name of the items)** within the specified period of receipt of work order from the college, if my firm is selected as eligible bidder during the selection of tender. I am willing to accept all the clauses of Bid evaluation criteria, general terms and compliance to the scope of work requirement as mentioned in the Tender form. If my firm fails to supply and install the required items in the quoted price, my EMD/ performance security will be forfeited.

Place:
Date:

Signature and with seal of tenderer

PAST WORK EXPERIENCES

Work of Similar nature of value not less than (10 Lakhs) over the last 3 years						
Sl. No.	Name & Address Of The Colleges	List Of Items Supplied	PO No & Date	Total Value of Item Supplied	Date Of Supply	Contact No of Concern Person
1						
2						
3						
4						
5						

Place:
Date:

Signature and with seal of tenderer

BANK DETAILS OF THE BIDDER

Sl. No.	Particulars	Details
1	Account Number	
2	Name of A/C Holder	
3	Name of the Bank & Branch	
4	Address of the Branch	
5	IFSC Code	
6	MICR code	
7	Account Type	
8	Contact No. of the Branch	

I /we hereby declare that the particulars given above are correct and complete.

Place:
Date:

Signature and with seal of tenderer

ANNEXURE

NON CIVIL ITEMS (Only from Odisha based firms)

Sl.No.	Name of the Items	Specification	Qty
1	Standard Steel Almirah	Steel Shelving Cabinet Structure made 0.70 MM thick CR sheet(adjustable type) with all Top, Sides and bottom and shelves made out of CNC bends of 0.70 thick CRCA OF TATA/SAIL with rigid welding from mig welding for robust use . The structure shall be duly Powder coated after necessary pre-treatments with 60 micron of Coating of Asian Berger Brands. , 80X36X18 inch 20 GAUGE Minimum weight should be 82 Kg . There shall be three way bolting lock system installed foe proper locking system.	12Pcs
2	Compact Desk Bench	2 Seated Size: 1140 MM X 900 MM X750 MM Structure made out of 25X25X1.6 MM thick MS Pipe of Sail/Tata/ Nezone / Apollo with all the top seat and Back made out of 17mm thick HDHMR of Archid/ Green/ Century with exposed edges edge banded with 2 mm thick PVC edge banding of Rehau / Solid Edge/ Sidmark with glue used shall be Jowart/ Klebrerit. All the screw used shall be SS grade only. The structure shall be duly powder coated with 50 microns of Asain / Berger coat after necessary pretreatments. There shall be nylon buffers for scratch resistance. There shall be 1 nos of book protector of CR sheet of Sail/Tata .	160 Set
3	Standard Office Table	Material: Steel (Mild Steel) of 10mm gauge with granite top/ HDHMR : 6ft X 4ft X 3ft and 1ft side Modesty.	06Pcs
4	Standard Steel Rack	White Blue Color Rack: 72" X 34"X12" (5 Shelves) made out of 0.80 mm thick GP Sheet of Tata/Bhusan / Jindal woth GI fastners. Slotted angle shall be 3 mm thick .All the components shall be duly powder coated with pre treatments, There shall be provision for Book protector and holder	30pcs
5	Standard Office Chair	Stainless steel chair, 4 legged, stackable with foam seat, back with arm rest, Height- minimum 38", Width minimum 15 ", seat height without cushion 18" and with cushion 20", steel frame weight- minimum 3 KG, steel frame thickness minimum 20 gauge	15pcs