



गुरु घासीदास विश्वविद्यालय, बिलासपुर (छ.ग.)
GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR (C.G.)
(A Central University established by the Central Universities Act, 2009)
Phone 07752-260207, fax 07752-260154 Website www.ggu.ac.in
Tender Notice No 02/Engg./2016, Dt.19/08/2016

TENDER-FORM

कार्य का नाम –	फर्नीचर मरम्मत कार्य
कार्य की लागत–	रूपये 3.00 लाख
अमानत राशि –	Rs.6,000/-
कार्य की अवधि–	02 माह

Name Of Contractor

Due date of receipt of Tender 25/08/2016

Up to 4.00 p.m.

(Only by Registered post/speed post)

Cost of Tender Form

300/-

(कृपया निविदाकर्ता प्रत्येक पेज पर सील लगावें एवं हस्ताक्षर करें)



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CERTIFICATE OF TENDER FORM

Name of work : Repair work of furniture.

It is hereby certified that:

- 01- This tender form contains 15 of pages from SI. No. 01 to 15 including this page.
- 02- The last date 24/08/16 & time 6.00 PM for issue of the tender form to the eligible contractor according to notification 02/ Engineering/2016/dated 19/08/2016. of this tender form.
- 03- Sealed tenders should reach the office chamber of the under signed latest by 4.00 P.M. on 25/08/2016 and shall be opened on the same working day at 5.00 p.m.
- 04- No word /sentence is being corrected/inserted, omitted or overwritten in this tender documents.

UNIVERSITY ENGINEER(Acting)
Guru Ghasidas Vishwavidyalaya
Bilaspur (C.G.)

REGISTRAR (Acting)
Guru Ghasidas Vishwavidyalaya
Bilaspur (C.G.)



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NOTICE INVITING TENDERS

Sealed item rate Tender are invited from reputed Furniture manufactures contractors registered with **DTIC/MSME/NSIC & Commercial sales tax department in and any central govt./ State government, by speed post/registered post only for Repair work of furniture.** The sealed Tender will be received in the office of undersigned by 04:00 PM on 25 August 2016 and opened at 05:00 pm. on the same day.

S. No.	Particular	Estimated Cost	EMD.	Cost of Tender form
01	Repair work of furniture	Rs 3.00 Lakh	Rs. 6000/-	Rs. 300/-

The Tender form and other details can be seen and downloaded from website www.ggu.ac.in

By order

Registrar (Acting)

Copy to:

1. Secretary to VC/PA to Registrar, for information to Hon'ble Vice-chancellor/ Registrar.
2. Finance Officer, for information.
3. Head, Deptt. of CSIT for upload in University website.
4. Notice Board.

University Engineer



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NOTICE INVITING TENDER

Item rate tenders are invited on behalf of the Registrar, G.G.V.Bilaspur from the reputed furniture manufactures/contractors registered in Small Industry corporation (Laghu Udyog Nigam) for furniture manufacturing or furniture maintenance. for the work of : **Repair work of furniture.**

The enlistment of manufactures/ contractors should be valid on the last date of sale of tender. In case only the last date of sale of tender is extended, the enlistment of contractor should be valid on the original date of sale of tenders. In case both the last date of receipt of application and sale of tenders are extended, the enlistment of contractor should be valid on either of the two dates i.e. original date of sale of tender or on the extended date of sale of tenders.

1. The work is estimated to cost Rs.25.00 lakhs this estimate, however, is given merely as a rough guide.
2. Agreement shall be drawn with the successful tenderer on standard form. Tenderer shall quote his rates as per various terms and conditions of the said form, which will be part of agreement.
3. validity of rate is for 18 months from date of agreement.
4. The site for the work is available.
5. The site for the work shall be made available in parts as specified below:-#
6. The tender documents shall be issued by 19/08/2016 to 24/08/2016 There is no last date for downloading tender form from University website www.ggu.ac.in
7. Tender documents consisting of the schedule of items of the various classes of work to be done and the set of terms & conditions of contract to be complied with by the contractor whose tender may be accepted and other necessary documents can be seen in the office of the **University Engineer, Guru Ghasidas University, Bilaspur(C.G.)** between working hours from 19/08/16 to 24/08/16 everyday except on Saturday Sundays and Public Holidays. Tender documents, excluding standard form, will be issued from his office, during the hours specified above, on payment of Rs. 300/-by draft as cost of Tender.
8. The contractor, whose tender is accepted, **will be required to furnish performance guarantee of 5% (five percent)** of the tendered amount within the period of six month.' This guarantee shall be in



the form of cash (in case guarantee amount is less than Rs. 15,000/-) or Deposit at call receipt of any scheduled Bank / Banker's cheque of any scheduled Bank / Demand Draft of any scheduled Bank / Pay order of any scheduled bank (in case guarantee amount is less than Rs.1,00,000/-) or Government Securities or Fixed Deposit Receipts or Guarantee Bonds of any Scheduled Bank or the State Bank of India in accordance with the prescribed form. In case the contractor fails to deposit the said performance guarantee within the period as indicated in acceptance letter" including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor.

9. The description of the work is maintenance of furniture of GGV.
10. Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of the work (so far as is practicable), the form and nature of the site. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. The tenderer shall be responsible for arranging and maintaining at his own cost all materials, tools & plants., water, electricity access, facilities and all other services required for executing the work unless otherwise specifically provided for in the contract documents.
11. The GGV does not bind itself to accept the lowest or any other tender, and reserves to itself the authority to reject any or all of the tenders received without the assignment of any reason. All tenders, in which any of the prescribed conditions are not fulfilled or any condition including that of conditional rebate is put forth by the tenderer shall be summarily rejected".
12. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the tenderer who resort to canvassing will be liable to rejection.
13. The GGV on behalf of the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rate quoted.
14. The tender for the works shall remain open for acceptance for a period of Ninety days from the date of opening of Tenders. If any tenderer withdraws his tender before the said period or issue of letter of acceptance which ever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the department, then the



Government shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further, the tenderer shall not be allowed to participate in the retendering process of the work.

15. This Notice inviting tender shall form a part of the contract document. The successful tenderer/contractor, on acceptance of his tender by the Accepting Authority, shall within 15 days from the stipulated date of start of the work sign the contract consisting of :-
- The notice inviting tender, all the documents including Particular specifications & special conditions and drawings, if any, forming the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.
 - Standard format will be applicable.
16. The tender document will include following three components:
- Part A :- NIT including schedule .
- Part B:- General/specific conditions.
17. The eligible tenderers shall quote rates for all items of component of work. It will be obligatory on the part of the tenderer to sign the tender document for all the components.
18. After acceptance of the tender by competent authority, the Registrar GGV shall issue an order on behalf of Vishwavidyalaya.
19. Entire work under the scope of tender shall be executed under one agreement.
20. Security Deposit will be worked out for estimated cost. The Earnest Money will become part of the security deposit.
21. **Deviation / Variation Extent and Pricing:** The Engineer Incharge shall have power (i) to make alteration in omissions from , addition to or substitutions for the original specification, Designs and instruction that may appear to him to be necessary or advisable during the progress of the work and (ii) to omit a part of the in case of non- availability of a portion of the site or for any other reasons and the contractor shall be bound to carry out the work in accordance with any instructions given to him in writing signed by the Engineer-in-charge and such originally. Omission. Addition or substitutions shall from part of the contractor as if originally provided therein and any altered, additional or substituted work which the



contractor may be directed to do in the manner specified as part of the work, shall be carried out by the contractor on the same condition in all including price on which he agreed to do the main work except as hereafter provided.

- 22 The time for completion of the work shall, in the event of any deviations resulting in additional cost over the tendered value sum being order, be extended, if requested by contractor, as follows:
- i) In the proportion which the addition cost of the altered, additional or substituted work , bear to the original tendered value plus.
 - ii) 25% of the time calculate in (i) above or such further additional time as may be considered reasonable by the Engineer-in-charge.
- 23 Rate of such altered, additional or substituted work shall be determined by Engineer-in-charge as follows:
- i) In the rate for altered, additional or substituted item of work is specified in the schedule or rate , the contractor shall carry out the altered, addition or substituted item at the same rate. Accepted tendr rate shall be applied for it.
 - ii) If the rate for any altered, additional or substituted item of work is not specified in the schudle of rate, the rate for that items shall be derived from the rate the nearest similar iten specified therein. Accepted tender shall be applicable for it.
 - iii) If the rate for any altercel, additional or substituted item of work cannot be determined in the manner specified in sub- paras (i) & (ii) above, the contractor shall within 15 days of the date or receipt of the order to carry out the said work, inform the Engineer-in-charge or the rate which he proposed to claim for such item of work, supported by analysis mounth thereafter, after giving due consideration to the rate claimed by contractor , determines the rate on the basis of market rates. In the event of the contractor failing to inform the Engineer-in-charge within the stipulated period of time, the rate which he propose to claim, the rate which he proposed to claim, the rate for such item shall be determined by the Engineer-in-charge on the basis of market rates. Tender percentagerate shall not be applicable on this determined rate. The university authority has right to accept finally the above said rates based on the rate analysis as given.



- 24 विश्वविद्यालय द्वारा वि०वि० हित में निविदा में दी गई नियम व शर्त में आंशिक संशोधन करने, एवं किसी नियम/शर्त को शिथिल करने का पूर्ण विशेषाधिकार विश्वविद्यालय के पास सुरक्षित रहेगा एवं निविदाकर्ता पर बंधनकारी रहेगा।
- 25 वि०वि० के पास यह अधिकार सर्वथा सुरक्षित रहेगा कि निविदा में उल्लेखित किसी भी कार्य को संपादित करावे अथवा बिना कोई कारण बताये वि०वि० हित में ऐसे किसी भी कार्य को कराने से मना कर देवे। साथ ही वि०वि० के पास यह भी अधिकार सर्वथा सुरक्षित रहेगा कि निविदा में उल्लेखित किसी भी कार्य को बिना कोई कारण बताये कराने से मना कर देवे।
- 26 किसी भी विवाद की स्थिति में पहली अपील कुलसचिव, गुरु घासीदास विश्वविद्यालय बिलासपुर (छ.ग.) को विवाद उत्पन्न होने की तिथि के एक सप्ताह के अंदर तथा द्वितीय अपील दो सप्ताह के अंदर कुलपति महोदय, को किया वि०वि०, बिलासपुर सकेगा।
- 27 माननीय कुलपति, गुरु घासीदास (छ०ग०), निर्णय हेतु प्रकरण को किसी भी आर बी ट्रेटर के पास भेज सकेगे (आर बी ट्रेशन एक्ट के अनुसार)। ऐसे प्रकरण में कुलपति जी के स्वयं का निर्णय या आरबीट्रेटर का निर्णय सर्वमान्य होगा।
- 28 न्यायालयीन विवाद की स्थिति में बिलासपुर (छ०ग०) न्यायालय का क्षेत्राधिकार ही मान्य होगा।
- 29 यदि निविदा में किसी प्रकार का जोड़ना/हटाना या भूल सुधार किया जाता है तो यह केवल वेबसाइट (www.ggu.ac.in) में upload किया जावेगा।
- 30 समय-समय पर सक्षम अधिकारियों से प्राप्त आदेशानुसार/स्वीकृति अनुसार विभिन्न निर्माण कार्य शेड्यूल के आधार पर संपादित किया जाना है। कार्य का समय निर्धारण तत्समय ही किया जावेगा।
- 31 शेड्यूल के आइटम्स में परिवर्तन एवं कार्यों की मात्रा में परिवर्तन (वृद्धि या कमी) किसी भी सीमा तक की जा सकती है।

विश्वविद्यालय यंत्री(प्रभारी)



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Tender Notice No 02/Engg./2016, Dt.19/08/2016

ITEM Rate Tender & Contract for Works

Tender for the work of - : **Repair work of Furniture.**

- (i) To be submitted by 4.00 pm hours on 26/8/16 to Registrar GGV.Bilaspur (C.G.)
(time) (date)
- (ii) To be opened in presence of tenderers who may be present at -5.00 pm- hours on
26/08/2016 Engg section,of Guru Ghasidas Vishwavidyalaya, Bilaspur (C.G.)

Issued to : _____
(Contractor)

Signature of officer issuing the documents _____ in Designation
University Engineer Bilaspur

Date of Issue : _____

Registrar
GGV. Bilaspur (C.G.)



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निविदा TENDER

I/We have read and examined the notice inviting tender, schedule, specifications applicable, Drawings & Designs, General Rules and Directions, Conditions of Contract, clauses of contract, Special conditions & other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work.

I/We hereby tender for the execution of the work specified for the President of India within the time specified in Schedule viz., and in accordance in all respects with the specifications. We agree to keep the tender open for Ninety (90) days from the due date of its opening.

A sum of **Rs.6000=00/-** is hereby forwarded in cash/receipt treasury challan / deposit at call receipt of scheduled bank / fixed deposit receipt of scheduled bank / demand draft of a scheduled bank/bank guarantee issued by a scheduled bank as earnest money. If I/We fail to furnish the prescribed performance guarantee within prescribed period, I/we agree that the said Registrar GGV shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely. Further, if I/We fail to commence work as specified, I/We agree that GGV Authority shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money and the performance guarantee absolutely. I/We hereby declare that I/we shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information/derived therefrom to any person other than a person to whom I/We am/are authorised to communicate the same or use the information in any manner prejudicial to the safety of the State.

I/we have done myself/ourself fully satisfied to read & examine the notice inviting, general conditions and various clauses of contract, all annexures, specials conditions & specifications, applicable specifications, drawings, designs, applicable schedule of rates, descriptions, of the items of work, all the rules in respect of contract and all other contents in the tender documents and here by agreed for execution of the said specified work for the University Authority within the above time period in accordance with that at the rate quoted in schedule.

Dated.....

Signature of Contractor

Postal Address

Witness :

Address:

Occupation :

To be filled in by the contractor/witness as applicable



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ACCEPTANCE

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the Registrar, GGV. Bilaspur for a sum of Rs. _____

(Rupees _____)

The letters referred to below shall form part of this contract Agreement:-

- a)
- b)
- c)

Registrar (Acting)

Signature)

Dated



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Milestone(s) : - as per Table given below

Table of milestone(s)

1	1 st month of work value	50%	In the event of not achieving the necessary progress as assessed from the running payments, 1% of the tendered value of work will be withheld for failure of each milestone. Subject to maximum of 5% of tendered valued of the work.
2	2 nd month of work value	50%	

Time allowed for execution of work : **02 (Two) month**

Authority to decide :

- (i) Extension of Time University Engineer, Guru Ghasidas University, Bilaspur (C.G.)
with permission of authority.
- (ii) Rescheduling of mile stones- University Engineer/ Competent Authority (GGV)



SPECIAL CONDITIONS

- 01 The University will not pay cost escalation in any case.
- 02 The tenderer shall be required to submit the tender in two envelop system. Envelop A should contain the earnest money through bank draft of any scheduled bank payable to the Registrar GGV, Bilaspur (C.G.) Envelop B should contain the rate quoted by the contractor/firm of contractors in the prescribed tender form.
- 03 The tenderer shall be required to submit the tender in two envelop system :
- I. Envelop 'A' should contain;**
1. Earnest money (DD) (Original)
 2. Cost of Tender form (DD) (If Tender form obtained from website)
 3. Copy of Registration Certificate in **DTIC**(District Trade Industry Centre) / **MSME** (Micro Small & Medium Enterpreuner)/**NSIC**(National Small Industry Corporation).
 4. Copy of Income Tax return certificate of previous year with pan card .
 5. Copy of Sales Tax Registration Certificate.
- II. Envelope 'B' should contain;**
- 1.Prescribed tender form with rate quoted by the firm/contractor.
- Envelop 'A' & 'B' will be separately sealed and then again put in the third bigger envelope which also should be sealed and super scribed on the top of the third envelop -
- Name of work: **Repair work of Furniture.** Tender no. 02/Engg/2016 dt 19/08/2016
- 04 The GGV reserves the right to award the work order to the 2nd lowest tenderer incase of the first lowest tenderer fails to execute monthly work progress report by canceling the work order given the 1st lowest tenderer.
- 05 The GGV reserves the right to place the order complete or part of work.
- 06 The GGV reserves the right to alter. Add or delete any term(s) & condition(s) in the interest of the University without any prenotice and no suit shall lie on the University for the same.
- 07 Validity of accepted Quoated rates will be for 12 months from the date of agreement. University will give separete order for separate works time to time for some specified time and specified works in the interest of the University.
- 08 The vanue of arbitration shall be the court at Bilaspur (C.G.)



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09 Any other information related to the tender may be obtained from office of the University Engineer, GGV, Bilaspur during working hours.

SCHEDULE OF REPAIR WORKS OF FURNITURE

(rate should be quoted by contractor/Manufacturer in rate column)

s.n.	Particulars	Unit	Rate
01	Providing & fixing 1mm laminated sheet of standard make on seat/back and top.	sq.ft	
02	Providing & fixing 1mm laminated sheet standard make with 4mm ply on seat back and top sq.ft.	sq.ft	
03	Providing & fixing 6mm Teak wood beat of standard make duly polished for border of seat/back and top	ft.	
04	Providing & fixing new seat/back top and other required item made of 18mm prelaminated particle board of standard make	sq.ft	
05	PVC beat of standard make for item no. 4	Ft..	
06	Providing & fixing seat back and top and other required item made of 20 gauge CRCA sheet of standard make duly paintd	sq.ft	
07	General repairing and over oiling of :- (Including greasing, welding, shoes, screw, etc.) 1) Almirah 2) Table	sq.ft sq.ft	
08	Providing & fitting of		
1	Lock (ISI) for Almirah	Each	
2	Lock(ISI) for table	Each	



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	3	Handle(ISI) for Almirah	Each	
	4	Handle (ISI) for table	Each	
	5	Brass bhogli for Almirah	Each	
	6	Revolving chair wheel	Each	
	7	Pvc handle of standard make for chair	Each	
	8	Heavy pvc handle of standard make for chair	Each	
	9	Caning for chair's seat back	Each	
	10	4mm glass replacement for Almirah	Sq.ft.	
	11	Cushioned handle for chair	Each	
	12	Cushion repairing for chairs	Each	
	13	New cushion for chairs	Each	
09	Painting with superior quality primer and enamel paint			
	A	Almirah (Big)	Each	
	B	Table single box	Each	
	C	Book case	Each	

Sub Engineer

University Engineer(Acting)