



गुरु घासीदास विश्वविद्यालय, बिलासपुर(छ0ग0)
Guru Ghasidas Vishwavidyalaya, Bilaspur (C.G.)

Phone 07752-260209, 260381, Web site www.ggu.ac.in

क. 467 / भंडार / दर अनुबंध / 2016

बिलासपुर, दिनांक 27.12.2016

वार्षिक दर अनुबंध (RC) हेतु रूचि की अभिव्यक्ति

गुरु घासीदास विश्वविद्यालय, बिलासपुर (छ.ग.) प्रतिष्ठित निर्माताओं/अधिकृत वितरकों/विक्रेताओं से कार्यालय, आवास कैटेरिया /कैन्टीन, मेस अध्ययन कक्ष, कान्फ्रेस हाल पुस्तकालय, हॉस्टल एवं प्रयोगशाला आदि के लिए फर्नीचर एवं स्टोरवेल आपूर्ति के लिए वार्षिक दर-अनुबंध हेतु रूचि की अभिव्यक्ति (EOI) आमंत्रित करता है। निर्धारित प्रपत्र, शुल्क एवं EOI दस्तावेज के साथ लिफाफा, सहायक कुलसचिव (भंडार) गुरु घासीदास विश्वविद्यालय, बिलासपुर (छ.ग.) को दिनांक 19.01.2017 अपराह्न 3.00 बजे तक स्पीड पोस्ट/पंजीकृत डाक/कूरियर सेवा के माध्यम से पहुँचना आवश्यक है। प्राप्त रूचि की अभिव्यक्ति दिनांक 19.01.2017 को सायं 4.00 बजे खोले जाएंगे। EOI प्रपत्र, वेंडर पंजीकरण प्रपत्र, EOI दस्तावेज शुल्क एवं अन्य जानकारी के लिए कृपया वि.वि. की वेबसाईट www.ggu.ac.in का अवलोकन करें।

कुलसचिव



गुरु घासीदास विश्वविद्यालय, बिलासपुर(छ0ग0)
Guru Ghasidas Vishwavidyalaya, Bilaspur (C.G.)

Phone 07752-260209, 260381, Web site www.ggu.ac.in

No.467 / Store/ RC/ EoI /2016

Bilaspur, Date: 27.12.2016

Expression of Interest For Annual Rate Contract

Guru Ghasidas Vishwavidyalaya, Bilaspur (C.G.) invites Expression of Interest (EOI) from reputed manufacturers/authorized distributors/dealers for supply of Furniture & Store wells for office, residence, cafeteria/canteen, mess, classroom, conference hall, library, hostel & laboratory etc. for Annual Rate Contract. Envelope containing the prescribed form, fee and desired documents should reach to the Assistant Registrar (Store) Guru Ghasidas Vishwavidyalaya, Koni, Bilaspur (C.G.).495009 on or before 19-01-2017 upto 3:00 PM., through speed/Registered post/Courier service only. EOI will be opened on 19-01-2017 at 4.00 PM. Interested firm must have valid vendor registration in the university. For EOI application form, vender registration form, EOI documents, fee and other relevant details please visit the university website www.ggu.ac.in

Registrar

Seal and Signature of Bidder



गुरु घासीदास विश्वविद्यालय बिलासपुर (छ.ग.)
GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR (C.G.)

(A Central University established by the Central Universities Act, 2009, No.25 of 2009)

KONI, BILASPUR-495 009 (C.G.) INDIA,

Tel. - +91-7752- 260381 Fax - +91-7752- 260154, 260148, website - www.ggu.ac.in

TENDER DOCUMENT

**EXPRESSION OF INTEREST
FOR SUPPLY OF
FURNITURE & STORE-WELLS**

TENDER NO. 467/Store/RC/EOI/2016, Bilaspur, Dated-27.12.2016

:
Last Date of receipt of Sealed Tender : **19.01.2017 upto 3.00 PM**
Opening of Tender : **19.01.2017 at 4.00PM**
EoI Fee (Non-refundable) : **Rs.1,100/-**



गुरु घासीदास विश्वविद्यालय बिलासपुर (छ.ग.) GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR (C.G.)

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Ref. No.467 /Store/RC/Eoi/2016

Bilaspur, Date- 27.12.2016

EXPRESSION OF INTEREST FOR ANNUAL RATE CONTRACT

1. Guru Ghasidas Vishwavidyalaya, Bilaspur (C.G.) invites Expression of Interest (EoI) from reputed manufacturers/authorized dealers for ANNUAL RATE CONTRACT for the supply of Furniture & Store-well (Rack, Table, Chair, Customized laboratory/office furniture etc.) for offices, hostels, residence, cafeteria/canteen, mess, classrooms, conference halls, library & Laboratories etc.
2. Envelopes containing the duly filled up prescribed format, required fee and desired documents(duly signed and numbered) should be addressed to “The Assistant Registrar (Store) Guru Ghasidas Vishwavidyalaya, Koni, Bilaspur , 495009 (C.G.).
3. Sealed envelope must reach on or before 19-01-2017 upto 3:00 PM., through speed/Registered post/Courier service only.
4. Received offers will be opened on 19-01-2017 at 4.00 PM.
5. Bidder must be either an Original Equipment Manufacturer (OEM) for the furniture-Store-well or must be an authorized dealer / distributor of any OEM
6. Interested firm participating in this EoI must have valid vendor registration in Guru Ghasidas Vishwavidyalaya, Bilaspur.
7. Vendors already registered in the university under the relevant category need not apply again for vendor registration. Such bidders can submit EoI for rate contract only with prescribed fee of Rs. 1100/-.
8. “REGISTRATION OF VENDOR” is must for participating the EOI for the Annual rate contract. Separate Vendor Registration process is to be adopted. Bidder has to get registered with the university before participating in this EOI for the Rate Contract. The Vendor registration documents can be downloaded from the university web site (www.ggu.ac.in).

9. For EoI application form, vender registration form, EoI documents, fee and other relevant details please visit the university website www.ggu.ac.in.
10. The duly filled in Vendor registration form (if the bidder does not have valid registration in GGV) along with required documents and registration fees of Rs. 1100/- in the form of DD in favour of Registrar, Guru Ghasidas Vishwavidyalaya, Bilaspur (C.G.) payable at Bilaspur (C.G.) must be submitted to “The Assistant Registrar (Store), Guru Ghasidas Vishwavidyalaya, Koni, Bilaspur, 495009 (C.G.)”, through Speed post/Registered post/Courier so as to complete all the formalities of vendor registration on or before 19.01.2017 (3:00 p.m.).The vendor registration shall be valid for a period of three years from the date of such registration of the firm.
11. The EOI-Annual Rate Contract document can be downloaded from University Website www.ggu.ac.in and can be submitted along with duly filled up format, desired fee of Rs. 1100/- and relevant documents and to be submitted to “The Assistant Registrar (Store), Guru Ghasidas Vishwavidyalaya, Koni, Bilaspur, 495009 (C.G.)”, by Speed post/Registered post/Courier on or before 19.01.2017 up to 3:00 p.m., the envelope super scribed as “EOI-Annual Rate Contract for supply of Furniture & Store- Well-2017”.
12. University reserves the right to reject any or all the offers without assigning any reason or to accept them in part or full.
13. DECLARATION as attached in this EoI must be furnished by the bidder only on non-judicial stamp paper of suitable amount.
14. Bidder must furnish Annexure – I to IV as attached in this EoI.
15. Bidders are required to complete the checklist and submit along with the bid.
16. Those bidders who participated in earlier EoI (vide 131/RC/Store/GGV/2016, dtd 24-06-2016) for the Rate Contract for the supply of Furniture, have to apply again and submit a fresh EoI along with relevant documents & fee of Rs. 1100/-.
17. Bidders have to carefully read and follow “General Terms & Conditions” and “Essential Eligibility Criteria”.

A: GENERAL TERMS & CONDITIONS

1. Expression of Interest for entering into Annual Rate Contract is invited for rate Contract for the supply Furniture & Store-wells, in prescribed format (see Annexure). Furniture & Store-well also include customized laboratory/office furniture etc. Furniture and store-wells are required for offices, hostels, residence, cafeteria/canteen, mess, classrooms, conference halls, library & Laboratories, garden etc.
 - a) **Price:** Price schedule complete in all respects should be submitted with proper seal and signature of authorized person. Conditional tender may not be considered.
 - i) Printed Price List of original manufacturer should remain firm during the period of the Rate Contract: In case any manufacturer revises its price during the period of contract, it should be informed in writing along with certified copies of printed price list. Date of receipt of such price list with covering letter having valid signature of authorized person of the company/firm will be treated as effective date of price change after due approval from the university authority. However the revised price will not be effective for already released purchase orders (if any). Any increase in statutory levies/taxes during the period of Rate Contract shall be paid extra against documentary proof, if legally leviable and should be intimated within 3 weeks from the receipt of supply order.
 - ii) Bidder/Supplier has to ensure that the price of the offered goods, submitted in this EOI is not more than the price of similar goods supplied/being supplied to any other Govt./ Semi-Govt. institutions /PSU / PSE. If the offered price is found to be more, then proportionate recoveries will be made from bidder/supplier authorized dealer.
 - b) Prices charged for the items supplied under Rate Contract should under no event be higher than lowest prices at which the party sells the items of identical description to any other Govt. organization during the period of contract failing which the “FALL CLAUSE” will be applicable. A certificate to this effect may be provided by the firm that the lowest prices have been offered to Guru Ghasidas Vishwavidyalaya. In case it is found that the price changed by the firm are more, the same will be recovered from the subsequent/unpaid bill of the supplier or from the money deposited with the university.
 - c) Price should be valid for one year for delivery at Guru Ghasidas Vishwavidyalaya Campus, Bilaspur (C.G.).

- d)** Two original printed copies of original manufacturer/ company price list (duly certified) & two soft copies (MS Word/Excel) of price list in CD/DVD are to be submitted along with your offer. The decision of the technical committee of GGV shall be final in this regard.
Vendors are requested to offer the product range with price list duly authenticated by the original manufacturer/company.
- e)** Discount/Concession (if any): Special concession/discount applicable for Educational Institutions (if any) apart from the regular discount on the company price list, must be clearly mentioned at the RC application.
- f)** Discount, taxes, duties and other levies (if any) are to be specified clearly in the RC application.
- g)** Duties and Taxes are to be quoted separately. Ad valorem rates thereof should be clearly indicated with reference to the relevant Acts and Rules.
- h)** Bidders may be noted that the our University is exempted from paying Excise Duty vide Government Notification No. 10/97 dated 01.03.1997 [Registration No.: TU/V/RG-CDE(710)/2015, dated 01.09.2015]. The University shall not issue C or D forms. CST and VAT may be charged at applicable rates.
- 2.** For furniture & store-well items, vendors are required to display their products (with price tag) as and when desired by the university, at the University campus on a specific date mutually agreeable to either parties.
 - 3.** The vendors/firms should have valid Sales Tax registration. Relevant documents must be attached.
 - 4.** OEM must submit certificate of registration as manufacturer along with the offer.
 - 5.** The Authorization/Dealership letter of principal manufacturing company (OEM) issued after the date of publication of this EOI is to be attached in original.
 - 6.** The firm under the rate contract will have sole responsibility of providing furniture layout drawings/design of furniture to the University without any extra cost for the period of rate contract.
 - 7.** The Rate Contract will generally be valid for a period of one year and can be further extended up to a maximum of three years from the date of first agreement (in stretch of 12 months each) with mutual consent of either parties. Such extension shall be done on satisfactory performance of the firm during the contract period.
 - 8.** The award of the contract will be decided on the basis of evaluation of product design/quality, past experiences, past performance, manufacturer's capability in terms of manufacturing process, turnover, profits, etc. The decision of the University in this regard shall be final and binding on the bidders.

9. Successful bidder shall have to supply the ordered goods within a period of 45 days from the date of issue of purchase order from time to time or within the period as specified in the purchase order.
10. The vendor should adhere with all seriousness to the time schedule provided by the University. The Liquidated Damage will be applicable at the rate of 0.5% per week. The purchaser has the right to cancel the purchase order when LD accumulates to 10 %.
11. University reserves the right to enter into parallel Rate Contract for similar items during the period of Rate Contract with one or more parties.
12. The rate contract can be terminated at any time without assigning any reasons by giving one month notice to the firm.
13. Conditional, unsigned, late & delayed offers/applications under this EoI shall not be considered.
14. The EoI documents and formats must be properly sequenced and numbered. All the pages are required to be duly signed by the bidder.
15. University reserves the right to visit the showroom and manufacturing/assembling units of the bidder/OEM for the quality assurance, if it so desires.
16. The items supplied by the firm shall be of high quality, standard & grade and in the inspection/test or at any later stage, if the supplied items are found to be of inferior quality, the same shall have to be replaced by the supplier at its own cost/expenses within the stipulated period given by the university, failing which the RC of the firm may be cancelled. Delayed supply / non-compliance of complete order may also lead to cancellation of rate contract.
17. The items must be insured and delivered without any extra cost at the university premises and will also have to be installed/ assembled without any extra cost. All expenses incurred due to transport, packing, forwarding, loading-unloading etc. shall have to be borne by the vendor/ firm only.
17. Payment shall be made after satisfactory installation/assembly commissioning and acceptance of the item. No part or advance payment shall be made in any occasion to the bidder after rate contract.
18. **Warranty:** Comprehensive on-site warranty shall be applicable to the supplied goods generally for a period of 24 months for all manufacturing defects from the date of satisfactory installation, commissioning and acceptance.
19. **Performance Warranty:** The selected bidder will have to furnish a Performance Bank Guarantee (PBG) of Rs.3 Lac (Rupees three lac only) for the period of rate contract from

a public sector/nationalized bank before entering into rate contract. The same shall be released after the satisfactory execution of the Rate contract. The PBG should remain valid beyond 60 days after the completion of all the obligations of the rate contract.

- 20. Security Deposit:** Security Deposit (SD) @ 5% of the ordered value, as per purchase order shall have to be submitted along with the invoice in the form of DD or BG from any Nationalized Bank, Otherwise, the same amount will be deducted from the billed amount. On satisfactory completion of the warranty period of two years, SD will be released on demand (without any interest on SD).
- 21.** Any addition/deletion/modification of this EoI made before the due date of the tender will be displayed in university website only.
- 22. Force Majeure:** Any delay due to Force Majeure will not be attributable to the bidder. Force Majeure events shall mean one or more of the following acts or events: Acts of God or events beyond the reasonable control of the Affected Party which could not reasonably have been expected to occur, exceptionally adverse weather conditions, lightning, earthquake, cyclone, flood, volcanic eruption or fire or landslide; Radioactive contamination or ionizing radiation; Strikes or boycotts (other than those involving the Supplier or its employees / representatives or attributable to any act or omission of any of them) interrupting supplies and services of the Project for a period exceeding a continuous period of 7 (seven) days; An act of war (whether declared or undeclared), invasion, armed conflict or act of foreign enemy, blockade, embargo, riot, insurrection, terrorist or military action, civil commotion or politically motivated sabotage which prevents rendering of supplies or specified services by the Supplier for a period exceeding a continuous period of 7 (seven) days.
- 23. Arbitration and Laws:** In case of any dispute or difference arising out of or in connection with the EOI conditions / order and Contract, the University and the Supplier will address the dispute / difference for a mutual resolution and failing which, the matter shall be referred for arbitration to a sole Arbitrator to be appointed by the University. The Arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the venue of arbitration shall be at Bilaspur only. The resolution of the Arbitrator shall be final and binding on both the parties.
- 24. Jurisdiction:** The courts at Bilaspur (C.G.) alone will have the jurisdiction to try any matter, dispute or reference between parties arising out of this EOI / contract. It is specifically agreed that no court outside and other than Bilaspur (C.G.) court shall have jurisdiction in the matter.
- 25.** Please feel free to contact Assistant Registrar (Store), Guru Ghasidas Vishwavidyalaya, Bilaspur (C.G.) for any clarification or any other information.

B: ESSENTIAL ELIGIBILITY CRITERIA FOR BIDDERS

(Details and supporting documents to be furnished in Annexure-III)

1. Bidder must be either an Original Equipment Manufacturer (OEM) for the furniture-Store-well or must be an authorized dealer / distributor of any OEM.
2. OEM should be a company in India and registered with Firm and Registrar department.
3. OEM must be a profit making company for last 5 financial years.
4. Bidder must offer its products with the warranty for 2 years from date of supply. However, bidder should be liable to give service support for minimum 5 years from date of supply.
5. OEM must have sales and service support in state of Chhattisgarh. Bidder has to submit an undertaking in this regard.
6. The bidding company should be an ISO 9001:2008 & ISO: 14001:2004 & ISO: 18001:2007, Bifma: 9.3v certified for all the processes. Bidder has to submit relevant documents/certificates in support.
7. The bidder/OEM should not have been blacklisted by any Government departments / PSU / PSE on the date of submission of offers / bids against this EOI. Bidder has to submit an undertaking in this regard.
8. Bidder should have had experience in successfully executing orders of similar nature* during the last 05 years and executed at least 05 similar kind of work orders in Government/Semi-Government/PSU's/Govt. institutes during the last 05 financial years. (Documentary proof with satisfactory Inspection & Acceptance/Installation & Acceptance of the same should be attached).

*Orders of similar nature here means the Purchase Orders with same items as per the quotes with similar specifications, features and functions supplied to Govt./PSU/National Educational Institutes or national research laboratories within India.

9. The quoted products should not be under end of sales or end of support in next 05(five) years from the date of submission of EOI. (Declaration from OEM is to be submitted in this regard).
10. The bidding firm/company must be a single company and no consortium is allowed. (Declaration from bidder is to be submitted).
11. The OEM should have average turnover of Rs. 15 (Fifteen) Crores for the last 03 financial years.
12. OEM must have, at least following machines installed in their factory.
 - i. Shearing machine (Mechanical / Hydraulic)
 - ii. Mechanical/Hydraulic sheet bending machine.
 - iii. Power presses 15 ton, 25 ton, 40 ton.
 - iv. Spot welding, MIG welding & TIG welding machines
 - v. Through feed edge bending machines
 - vi. Multi head multi boring machine.
 - vii. CNC Router.
 - viii. 7-Tank powder coating plant.
 - ix. Mechanical tube bending machines.
 - x. Upholstering shop.
 - xi. Necessary quality control equipments
13. Bidder must attach the relevant documents / certificates (wherever applicable) as required in General Terms & Conditions under Clause A (A-1-b to A-1-g and A-3, A-4, A-5 & A-8).

Dated:

Signature of Bidder.....

Name.....

Designation.....

Firm's seal.....

Annexure - I

EOI-Annual Rate Contract application format	Details
Firm's Bank Details Name of Bank Account No. IFS Code	
Is the firm a Manufacturer / Dealer / Distributor	
Whether duly certified current price list is submitted	
Discount offered on the current price list	
VAT/Taxes etc. if any	
Name & addressed of the authorized dealer/distributor through whom the supply will be made. Name of the government institutions where the vendor is having similar rate contract (submit few copies)	
Category for which Rate Contract is applied Name & address of the vendor/supplier Phone- Fax- Mobile- Email-	
Whether the Authorization/ Dealership letter of principal company issued after the date of publication of this EOI is submitted in original.	
Whether the vendor have read and understood the terms and conditions mentioned above and Whether, he accepts it unconditionally.	

Dated:

Signature of Bidder.....

Name.....

Designation.....

Firm's seal.....

Annexure - II

Financial Information

Name of the Firm/Bidder

Turn Over / Profit (Rs. in Crore)										Average (Rs. Crore)	
Financial Year											
2011-12		2012-13		2013-14		2014-15		2015-16			
Turnover	Profit	Turnover	Profit	Turnover	Profit	Turnover	Profit	Turnover	Profit	Turnover	Profit

Note: Please enclose certificate, issued by CA in this regard

Dated:

Signature of Bidder.....

Name.....

Designation.....

Firm's seal.....

Annexure - III

ESSENTIAL ELIGIBILITY CRITERIA FOR BIDDERS				
CLAUSE no	CRITERIA SATISFIED BY THE BIDDER YES/NO	DOCUMENT / CERTIFICATE ATTACHED IN SUPPORT YES/NO	GIVE THE RELEVANT PAGE NO IN THE BID DOCUMENT SUBMITTED BY THE BIDDER	
			From	To
B.1				
B.2				
B.3				
B.4				
B.5				
B.6				
B.7				
B.8				
B.9				
B.10				
B.11				
B.12				
B.13				

Dated:

Signature of Bidder.....

Name.....

Designation.....

Firm's seal.....

Annexure – IV

Details of the Discount offered and taxes to be levied

DISCOUNT OFFERED BY THE BIDDER		
	Discount in %	Detail
Discount offered on the price list of the range of products		
DETAILS OF TAXES AND DUTIES		

Dated:

Signature of Bidder.....

Name.....

Designation.....

Firm's seal.....

DECLARATION

1. I, ----- Son /Daughter of Shri -----
Proprietor/ Partner/ Director/ Authorized Signatory of M/s. -----
and I am competent to sign this declaration and execute this EOI document.
2. I have carefully read and understood all the terms and conditions of the EOI and hereby convey my acceptance of the same.
3. The information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief.
4. I/ we/ am are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my bid at any stage besides liabilities towards prosecution under appropriate law.
5. Our firm is neither blacklisted by any Government Department nor is any Criminal Case registered against the firm or its owner or partners or directors anywhere in India.

Dated:

Signature of Bidder.....

Name.....

Designation.....

Firm's seal.....

- Note :**
1. The above declaration, duly signed and sealed by the authorized signatory of the firm/company, should be enclosed with the EOI document.
 2. Certificate as per above must be submitted only on non-judicial stamp paper of suitable amount.

CHECK – LIST

sn	Details	Complied/ attached Yes/ No	Page Number
1.	Weather bidder has valid Vender Registration in the GGV		
2.	If not registered then separate vender registration form along with Registration Fee of Rs 1100/- attached		
3.	Pan No. with ownership proof attached		
4.	Latest IT return attached		
5.	Valid TIN No. attached		
6.	CST No. attached		
7.	Annexure-I (in desired format) is attached by the bidder.		
8.	Annexure-II (in desired format) is attached by the bidder.		
9.	Annexure-III (in desired format) is attached by the bidder.		
10.	Annexure-IV (in desired format) is attached by the bidder.		
11	Declaration certificate (in desired format) is attached by the bidder.		
12	Two original printed copies of original manufacturer/company price list duly signed by Authorized person and two soft copies (MS word/MS Excel) price list in CD/DVD attached.		
13	Details of reputed Organizations where the vendor has executed/running similar type of rate contract		
14	Authorization Letter, from OEM		

Dated:

Signature of Bidder.....

Name.....

Designation.....

Firm's seal.....