



गुरु घासीदास विश्वविद्यालय, बिलासपुर (छ.ग.)

Guru Ghasidas Vishwavidyalaya, Koni, Bilaspur- 495009 (C.G.)

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

Website: www.ggu.ac.in Phone: 07752- 260381 FAX: 07752-260154, 260148

सीमित निविदा सूचना / LIMITED TENDER ENQUIRY

(Under Two Bid System)

PURCHASE OF AC & Cooler

ए सी एवं कूलर का क्रय

Category GA-12

Enquiry Ref. No: 10/GGV/store/ LTI/ AC & Cooler/2017

Bilaspur, Date: 24 /03 /2017

Dear Sir,

We intend to purchase AC & Cooler and invites bids from the registered venders in accordance with the terms and conditions detailed in the bid document. If you are interested, kindly send your offer for the supply with complete terms within the time mentioned as under.

Important Dates

Event	Date	Time
Last Date of submission of sealed tenders	18-04-2017	UP TO 03.00 PM
Tender Opening	18-04-2017	AT 04.00 PM

Please send your sealed offer only by Registered /Speed Post / courier service to the Assistant Registrar (store) on behalf of the Registrar, GGV to the address given below. The Sealed bid should be super-scribed as "LTI for AC & Cooler, vide ref. **No- 10 /GGV/store/ LTI/AC & Cooler /2017, Bilaspur, dated- 24 /03 /2017.**

To,
The Assistant Registrar (Store)
Guru Ghasidas Vishwavidyalaya,
Koni, Bilaspur (C.G.) - 495009

This tender contains following documents:

- (1) Schedule of requirement with specifications, salient dates etc.
- (2) Bid document containing detail terms and conditions.
- (3) Format for Technical bid -Annexure -A
- (4) Format for Financial bid -Annexure -B

Assistant Registrar (Store)
Guru Ghasidas Vishwavidyalaya,
Bilaspur (C.G.)



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Guru Ghasidas Vishwavidyalaya, Koni, Bilaspur– 495009 (C.G.)
LIMITED TENDER ENQUIRY

PURCHASE OF AC & Cooler

ए सी एवं कूलर का क्रय

Category GA-12

Enquiry Ref. No:10 /GGV/store/ LTI/ AC & Cooler /2017

Bilaspur, Date: 24 / 03 /2017

1. SCHEDULE OF REQUIREMENTS:

S.NO.	Split AC		Brand/ Make	Quantity Approx.
	Capacity	Star Rating		
1	1.5 Ton	3star	L.G. VOLTAS HAIER SAMSUNG VIDEOCON GOODREJ ANY OTHER MAKE	50
		4 Star		
		5 Star		
2	2.0 Ton	3star		
		4 Star		
		5 Star		
3	Cooler	Symphony Jumbo Desert	50	
	Air Cooler	51 L Any Other Make		

2. **Format of Quotation:** It is two bid system; please give all Technical specifications and Financial bid in two separate sealed envelope, with clearly mentioned on the top as "Technical bid" and "Financial bid". These two sealed envelopes are to be sealed in a big cover envelope duly sealed.

3. The bid envelope should be super-scribed with:

Bid for supply of AC & Cooler

Ref. No: 10/GGV/store/ LTI/ AC & Cooler /2017 Bilaspur, Date: 24/03 /2017

4. **Important Dates:**

Event	Date	Time
Last Date of submission of sealed tenders	18.04-2017	UPTO 03.00 PM
Tender Opening	18.04-2017	AT 04.00 PM

5. Guaranty /**Warranty** (as applicable) is to be provided.
6. **Excise Duty:** The University is exempted from Excise Duty. Please state applicable excise duty as a separate item (if any).
7. **VAT/CST:** The University is not authorized to give C or D form. CST or VAT or other tax should be charged according to applicable government rates.
8. The bidder has to furnish up to date VAT and Income Tax Clearance Certificate along with the bid.
9. The bidder has submitted catalog & order form to govt. supply.
10. Payment (*100 percent*) after VAT deduction as per rule will be made by NEFT/RTGS.
The following information must be clearly furnished with the Price Bid:
 - a. Name of the Firm with complete postal address
 - b. Name of the Bank
 - c. Address of the Bank
 - d. IFSC
 - e. ACCOUNT No
 - f. PAN
 - g. VAT/TIN (Required from the vendors belonging to Chhattisgarh)
11. Please go through the enclosed “bid document” carefully for other bidding instructions.



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

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सीमित निविदा सूचना /LIMITED TENDER ENQUIRY

PURCHASE OF AC & Cooler

ए सी एवं कूलर का क्रय

Under Two Bid System

[Technical and price bid in separate envelope]

Enquiry Ref. No: 10/GGV/store/ LTI/ AC & Cooler/2017

Bilaspur, Date: 24/03 /2017

निविदा दस्तावेज /BID DOCUMENT

TERMS & CONDITIONS OF THE TENDER:

Sealed bids (under two bid system i.e. technical and financial bid separately) are invited in two bid system in sealed envelope on behalf of the Registrar, GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR-495009, Chhattisgarh, from the registered vendors, for the supply of AC and COOLERS, in GGV as detailed in this tender document.

1. The bidders should quote their offer/rates in clear terms without ambiguity under financial bid.
2. The rates must be quoted FOR GGV, inclusive of all taxes, duties, Levis, packing forwarding, loading-unloading and installation charges. No additional charge shall be admissible other than the rate quoted for each item.
3. Firm has to mention separately as how much tax, duties, levis etc charges they have included in the rate quoted. This for the purpose of deducting the taxes at source at the time of payment. If firm do not supply the details then GGV shall deduct the same as per prevailing government rules at the time of payment.
4. The rates should be quoted both in figures and words and legibly written without any over-writings. In case of any correction, the same must be attested by the bidder with full signature.
5. In case of any discrepancy between the rates in figures and that in words, the rate in words will be accepted as correct.

6. The last date for receipt of the bid is marked in the enquiry. In case the above date is declared a holiday for GGV, Bilaspur, then the bids will be received up to the due time on the next working day.
7. **The sealed bid (containing technical and financial bid in separate sealed envelope) is to be sent by registered /speed post/courier service, so as to reach the office of the Assistant Registrar, Stores, Guru Ghasidas Vishwavidyalaya, Koni, Bilaspur, C.G., 495009 on or before the last date-18-04-2017, upto 3:00 PM.**
8. The bidder may modify (if necessary) the bid before the stipulated last date for receipt of the bids by sending an amendment to the bid to the same address, by clearly mentioning the bid details on the sealed envelope. This additional envelope must reach on or before the last date and time by registered / speed post/ courier service only. No bid shall be modified after the deadline for receipt of the bids.
9. Bids received after due date and time, shall not be considered.
10. Each bidder shall submit only one bid. Any bidder, who submits more than one bid, shall be disqualified and considered non-responsive.
11. Merely fulfilling all the terms and conditions and quoting the lowest rate will not make the tenderer eligible and qualified. The least quoted rate will not be the only criteria for selection, but the quality/make/brand/ performance of the product quoted by the firm, will be given due credit to select the item under this LTI.
12. Technical bid shall be evaluated to the satisfaction of the technical committee. The financial bid shall be opened for technically eligible bidders only.
13. The University has all the rights reserved to negotiate, if the quoted rate for the item finalized by GGV seems to be higher.
14. The bidder has to assure that the quoted rates are not more than the rates of the similar good supplied by the bidder to some other organization recently.
15. The bids shall be opened in the stores section/conference hall of GGV, at the scheduled date and time. The bidder/ authorized representative may attend the meeting during the opening of the bid, if they so desire.
16. **The bidder has to put the firm's seal and signature in full at all pages of the bidding document. Bid must be submitted and signed by the authorized signatory only.**
19. Conditional and incomplete offer will be liable to be rejected.
17. Duties and Taxes are to be quoted separately. Ad valorem rates thereof should be clearly indicated with reference to the relevant Acts and Rules.

It may be noted that the University is exempted from paying Excise Duty vide Government

Notification No. 10/97 dated 01.03.1997 [Registration No.: TU/V/RG-CDE (710)12015, dated 01.09.2015]. The University shall not issue C or D forms. CST and VAT may be charged at applicable rates.

18. The goods are required to be delivered at the indenting Department of GGV, Bilaspur, and must reach to GGV within 30 days from the date of placement of the supply order under the risk and arrangement of the bidder and offers with delivery beyond the above period shall be treated as unresponsive. In case the delivery time required is higher than the same must be mentioned clearly in the bid.
19. Offer validity period: The offer should hold good for a period of 180 days from the date of accepting the rates/offer. Any offer falling short of the validity period is liable for rejection.
20. Conditional discount, if any, offered by the bidder shall not be considered at the time of evaluation.
21. The quoted goods should not be outdated and must be of standard quality, as per the desired specifications and upto the mark.
22. Bidder must have a valid vendor registration under the specific category (**GA-12**), in the GGV. Bids of all such bidders who do not have valid registration on the last date of receipt of the tender, shall not be considered.
23. Period of guarantee/warranty (where applicable), minimum of one year, should be specified in the bid.
24. The benefits of the offer (if any) given by the manufacturing company in any of the products being supplied by the successful bidder, must be transferred to GGV.
Alternatively, fixed percentage of the cost of the stores as stated in the enquiry may be retained by the University in its Maintenance Fund towards performance security, which will be released after the completion of warranty period.
25. If the successful bidder, on receipt of the supply order, fails to execute the order within the stipulated period, in full or part, it will be open to the Registrar, GGV, Bilaspur to recover liquidated damage from the firm at the rate of 0.5 percent of the value of undelivered goods per week or part thereof, subject to a maximum of 10 percent of the value of undelivered goods. Alternatively, it will also be opened to the Registrar, to arrange procurement of the required goods from any other source at the risk and expenses of the bidder. GGV reserves the right to impose appropriate penalty to a maximum of 5% of PO value
26. No request of the bidder for any part or advance payment shall be entertained by the university.

27. The bidder has to furnish up to date VAT and Income Tax Clearance Certificate along with the bid.
28. The bidder has to provide all the catalogues/operating manual etc for the supplied instruments.
29. Prior to the issue of the purchase order, the successful bidder is required to furnish "Performance Security" for an amount @ 3% of the purchase order value, in the form of Account Payee Demand Draft, in favour of the Registrar, GGV, Bilaspur (C.G.), payable at Bilaspur from any nationalized/ Commercial Bank with validity period of thirty days beyond the last date of supply, as per purchase order to be released.
30. Above performance security shall be refunded to the bidder without any interest after successful supply, installation and demonstration to the satisfaction of the intending department..
31. Bidder has to submit "Security deposit" for an amount @ 10% of the purchase order value, in the form of Account Payee Demand Draft and/or Fixed Deposit Receipts en-cashable /or Bank Guarantee in favour of the Registrar, GGV, Bilaspur (C.G.), payable at Bilaspur (C.G.), from any nationalized/ Commercial Bank with validity period of thirty days beyond the warranty period.
32. The above deposit shall be returned/refunded (without any interest), to the successful bidder after completion of all the obligations of the GGV. The deposit shall be forfeited if the bidder fails to execute the purchase order or dishonor any of the terms and conditions of the bid/purchase order.
33. Payment (*100 percent*) after VAT deduction as per rule will be made by NEFT/RTGS, normally within 30 days from the date of receipt of the ordered materials in good condition or successful installation/commissioning (if applicable)/acceptance by GGV of the supplied materials or receipt of the bill whichever is later.
34. The following information must be clearly written in the Financial Bid for NEFT/RTGS FUND TRANSFER:
 - a. Name of the Firm with complete postal address
 - b. Name of the Bank
 - c. Address of the Bank
 - d. IFSC
 - e. ACCOUNT No
 - f. PAN
 - g. VAT/TIN (Required from the vendors belonging to Chhattisgarh)
35. FORCE MAJEURE: Force Majeure will be accepted on adequate proof thereof.
36. Please note that university remains closed on Saturday and Sunday.

37. No commitment to accept lowest or any bid: University shall be under no obligation to accept the lowest or any other offer received in response to this tender notice and shall be entitled to reject any or all offers including those received late or incomplete offers without assigning any reason what so ever.
38. The bidder can modify (if necessary) the bid before the last date appointed for receipt of the bids by sending an amendment to the bid to the same address, by clearly mentioning the bid details on the sealed envelope. This additional envelope must reach before the last date and time by registered / speed post/ courier service only. No bid shall be modified after the deadline for receipt of the bids..
39. University reserves the right to make any changes, relax/alter the terms and conditions of the bid in the interest of GGV.
40. University will not be obliged to meet and have discussion with any vendor, and or to listen to any representations after opening of the bid.
41. The university reserves the right to accept or reject any or all the quotations without assigning any reason thereof.
42. The tenderers are requested to visit the university website www.ggu.ac.in for any information/updates/corrigendum. Assistant Registrar (Store) may be consulted if required.
43. In the event of any dispute arising out of the bid or from the resultant contract, the decision of the Vice Chancellor, GGV, Bilaspur, Chhattisgarh shall be final.
44. All legal disputes shall be subject to jurisdiction of Bilaspur (C.G.) Court.

TECHNICAL SPECIFICATION**Annexure - A****सीमित निविदा सूचना / Limited Tender Enquiry****तकनीकी बोली / TECHNICAL BID****PURCHASE OF AC & Cooler****ए सी एवं कूलर का क्रय****[To be filled-up, signed and sealed in a separate envelope super scribed as “TECHNICAL BID” along with signed tender documents]**

To,

The Registrar, GGV Bilaspur (C.G)

Sir,

I / We have perused the terms and conditions of the tender for supply of AC & Cooler. My/Our Firm hereby quotes the technical specifications for supply of AC & Cooler, with the specifications desired in the tender document. I have read and understood, all the terms and conditions given in the tender document and are acceptable to my/our firm. The quoted rates will be valid from the date of acceptance of the financial/price bid, to a period of 180 days. The quoted rates will be FOR GGV and are inclusive of all taxes, duties, octroi, packing, forwarding, unloading, installation, demonstration etc. I am attaching the VAT and Income Tax Clearance Certificate and other documents required (as per the bid document) to be submitted along with this bid.

S.NO.	Split AC		Desired Make	Make and Specification Quoted by the Bidder				
	Capacity	Star Rating		Make:	Make:	Make:	Make:	Make:
1	1.5 Ton	3star	L.G. VOLTAS HAIER					
		4 Star	SAMSUNG VIDEOCON					
		5 Star	GOODREJ ANY OTHER					

Seal and Signature of Bidder**9 of 13**

S.NO.	Split AC		Desired Make	Make and Specification Quoted by the Bidder				
	Capacity	Star Rating		Make:	Make:	Make:	Make:	Make:
2	2.0 Ton	3star	L.G. VOLTAS HAIER					
		4 Star	SAMSUNG VIDEOCON GOODREJ					
		5 Star	ANY OTHER					

S.NO.	Cooler	Make & Specification Desired	Make and Specification Quoted by the Bidder				
	3	Air Cooler	1. Symphony Jumbo Desert 51 L With stand 2. Any Other Make With Similar Specification				

Annexure -B**सीमित निविदा सूचना / Limited Tender Enquiry****वित्तीय बोली / FINANCIAL BID****PURCHASE OF AC & Cooler****ए सी एवं कूलर का क्रय****[To be filled-up, signed and sealed in a separate envelope super scribed as” FINANCIAL BID”]**

To,

The Registrar
GGV Bilaspur (C.G)

Sir,

I / We have perused the terms and conditions of the tender for supply of AC & Cooler. My/Our Firm hereby quotes the lowest rate (FOR GGV) for supply of AC & Cooler, with the specifications desired in the tender document. I have read and understood, all the terms and conditions given in the tender document and are acceptable to my/our firm. The quoted rates will be valid from the date of acceptance of the financial/price bid, to a period of 180 days. The quoted rates will be FOR GGV and are inclusive of all taxes, duties, octroi, packing, forwarding, unloading, installation, demonstration etc. I am attaching the VAT and Income Tax Clearance Certificate and other documents required (as per the bid document) to be submitted along with this bid.

QUOTED RATES in Rs. (All Inclusive* With Taxes) for SPILIT AC (Quoted Make & Specification as per our Technical Bid)							
Make for AC		AC- 1.5 Ton capacity			AC- 2.0 Ton Capacity		
		3 – Star	4 – Star	5 – Star	3 – Star	4 – Star	5 – Star
LG	Fig.						
	Word						
VOLTAS	Fig.						
	Word						

Seal and Signature of Bidder**11 of 13**

QUOTED RATES in Rs. (All Inclusive* With Taxes) for SPILIT AC (Quoted Make & Specification as per our Technical Bid)							
		AC- 1.5 Ton capacity			AC- 2.0 Ton Capacity		
		3 – Star	4 – Star	5 – Star	3 – Star	4 – Star	5 – Star
HAIER	Fig.						
	Word						
SAMSUNG	Fig.						
	Word						
VIDEOCON	Fig.						
	Word						
GODREJ	Fig.						
	Word						
Any Other Mention Make:	Fig.						
	Word						

Cooler Quoted Make & Specification	QUOTED RATES in Rs. (ALL INCLUSIVE WITH TAXES)	
	In Fig	In Words
1. Symphony Jumbo Desert 51 L Air Cooler 2. Any Other Make With Similar Specification		