



सिक्किम विश्वविद्यालय SIKKIM UNIVERSITY

(भारत के संसद के अधिनियम द्वारा वर्ष 2007 में स्थापित और नैक (एनएएसी) द्वारा वर्ष 2015 में प्रत्यायित केंद्रीय विश्वविद्यालय)
(A central university established by an Act of Parliament of India in 2007 and accredited by NAAC in 2015)

LIMITED TENDER NOTICE

Reference

No.: SU/REG/ADMN/F2/24(06)/2018/VOL-I/1007

Date:14/01/2022

Limited Tender Notice for Construction of aluminium sliding window, vertical blinds at the office of V.C, F.O and Finance dept., University.

Bids are invited by Sikkim University from PWD contractors for **Construction of aluminium sliding window, vertical blinds at the office of V.C, F.O and Finance dept.**, Sikkim University as per the terms and conditions below:

Terms and Conditions

1. The bid should be submitted in compliance to the NIT.
2. An amount of Rs. 1,000.00 (non-refundable cost of downloaded tender form) have to be submitted in the form of NEFT of any Scheduled Nationalised Bank favouring 'Sikkim University, payable at Gangtok to the account detail below:
 - Account Holder's Name : Sikkim University
 - Account No : 112010100231541
 - Account Type : Savings Account
 - IFS CODE : UTIB0000112
 - Branch : Gangtok [SK]
 - Bank Name : AXIS Bank
3. The materials to be used should be of reputed make and model and duly approved by the Engineer-in-charge/University before execution of the same.
4. The work is estimated to cost **Rs 1.916 lac** approximately or as subsequently amended in tender documents or uploaded in website. This estimate, however, is not a guarantee and is merely given as a rough guide and if works cost more or less, the tenderer shall have no claim on that account of what so ever nature. Payment shall be made on basis of actual measurement of executed work.
5. The time allowed for carrying out the work will be 20 days from the date of award of work.
6. Tendering Procedure shall be single stage-two bid system and tender documents are prepared in two parts as under: -
Part- I (Technical Bid – T Bid)
Part-II (Price / Financial Bid i.e. BOQ only)

Part – I

The technical documents required shall be as follows:

- i. Annexure I (Company Profile and EMD details in the given format)
- ii. Copy of transaction details of EMD payment or exemption certificate
- iii. Copy of company of PAN Card and G.S.T
- iv. Copy of work order and completion certificate of similar work executed during the last 5 years. Similar work means any completed work. Consisting of aluminium/wooden partitioning.

Technical evaluation criteria: -

- i. Bidder should have submitted cost of tender Form.
- ii. All the pages of bid documents should have been duly signed by the bidder/authorized rep.
- iii. Tenderers shall meet the eligibility for similar works.
- iv. The Bidder should have not been banned/delisted/black listed/debarred from business on the ground of non / poor performing or have committed misconduct or fraud or anything unethical or any of its action(s) which falls into any such grounds. Self-declaration in this regard is to be submitted by the bidder.

Part - II

The financial documents required shall be as follows:

I. BoQ – (Financial Bid in prescribed format)

Financial evaluation criteria: - Commercial Bids of “Technically Responsive” Bidders shall be evaluated on the following: -

- i. Commercial Bids shall only be furnished in prescribed BoQ format which is forming part of the Tender documents.
 - ii. All payment Terms as forming part of Clause of General Condition of Contract have been accepted.
 - iii. Completion Period as indicated in Tender document has been accepted.
 - iv. All General Conditions of Contract have been accepted.
7. The bid is to be submitted in a sealed envelope in the Office of the Executive Engineer, Sikkim University during office hours on or before The sealed envelope should clearly mention the name of the work and the bidders address.
8. Bid Security/Earnest Money Deposit: - Bidder is not required to submit any Bid Security as per the Government Office Memorandum No F.9/4/2020-PPD dated 12th November,2020. However, bidder should submit the Bid Security Declaration form on the firm's letter head.
9. The work is to be executed at Sikkim University, Gangtok. The bidders are advised to visit the site before bidding to access the work to be executed at site including head loads and carriages etc. No additional escalation claims by the contractor would be entertained.
10. The bidders may contact the Engineering Cell on 9547116279 for any query related to the work.
11. All support related to maintenance and service should be onsite during the warranty period.
12. The work should be completed within 20 days of receiving of the work order failing which delay penalty will be charged @ 1% per week subject to a maximum of 10% will be charged on the total project cost. The University reserves the right to cancel the work order of the contractor in case of poor performance and delay.
13. The samples for the material being used should be approved by the Finance Dept. before use of the same. Any loss due to non-approval of sample has to be borne by the executing agency.
14. a) Payment will be made after successful completion of the work. No part or advance payment shall be made.
b) Performance security shall be retained @ 5% of work order value for minimum period of 60 days beyond the date of competition. Any defect in the executed work should be rectified by the contractor at his own cost during the defect liability period. The defect liability period of the work is 180 days from the date of completion of the work.
c) No interest shall be paid by the University on any amount held as security.

d) The University shall, except as otherwise provided, ascertain and determine by measurement the value of work done in accordance with the contract. All measurements of all items having financial value shall be entered by the contractor and compiled in the shape of the Computerized Measurement Book having pages of A-4 size as per the format of the department so that a complete record is obtained of all the items of works performed under the contract. All such measurements and levels recorded by the contractor or his authorized representative from time to time, during the progress of the work, shall be got checked by the contractor from the Engineer-in-Charge or his authorized representative as per interval or program fixed in consultation with Engineer-in-Charge or his authorized representative. After the necessary corrections made by the Engineer-in-Charge, the measurement sheets shall be returned to the contractor for incorporating the corrections and for resubmission to the University for the dated signatures by the Engineer-in-Charge and the contractor or their representatives in token of their acceptance

15. Arbitration of all disputes related to the procurement, delivery and service of the goods would be done in the Gangtok jurisdiction, Sikkim.
16. Disqualification: - Even though the tenderer meets the eligibility criteria for this work, they are liable to be disqualified if they have made misleading or false information in bidding documents submitted.
17. Participating vendors should comply to the advertised specifications. If there is any deviation of the product being quoted from the tendered specifications then the same will be rejected during technical bid evaluation. Hence any doubt in the proposal may be clarified by contacting Engineering cell during working hours or via the email given above before submission of the online bids.
18. The Registrar, Sikkim University, has the power to reject any tender or all tender or extend the date of opening of tender without citing any reasons. Decision of The Registrar, Sikkim University will be final and binding to all tenderers.

**Sd/-
Registrar**

Note: All page(s) of Annexure I & II have to be printed in official letter head and have to be duly signed and stamped by the authorized signatory.

Annexure-I
COMPANY PROFILE

Supplier's Ref. No...... **Dated**.....

Tender Reference No.: SU/REG/ADMN/F2/24(06)/2018/VOL-I/1007 **Dated:**
,,,,/01/2022

FOLLOWING DETAILS ARE TO BE FURNISHED BY THE BIDDING FIRM

1. Name of the Firm:
2. Address of the Firm:
3. Contact no:
4. Email address:
5. Registration details:
6. Permanent Account Number:
7. G.S.T number :
8. Bank Account Number:
Bank name:
Branch name:
IFSC code:
9. Tender fee details – Name of Bank
NEFT No. Date:
Amount.....

Declaration:

I/We hereby declare that I/We have read & understood all the terms & conditions mentioned in the E-tender notice and I/We undertake myself/ourselves to abide by them.

I/We further, declare that all the information given above is true.

Name:

Designation:

[Official Seal with authorized signature]

Place:

Date:

Bid Security Declaration Form

Date: _____ Tender No. _____

To

The Registrar

Sikkim University

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a. _____ have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b. _____ having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or(ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown) in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

Annexure – II (Financial Bid)

(To be submitted in official letterhead of the contractor)

Supplier's Ref. No......

Dated.....

Tender Ref No.: SU/REG/ADMN/F2/24(06)/2018/VOL-I/1007

Dated:/01/2022

Sl.no	Particulars of Items	No	Qty	Unit	Rate	Amount
1	Providing and fixing anodized aluminium works partitions including paneling, fixed with rawl plugs and screws or with fixing clips or with expansion hold fasteners i/c necessary filling up the gaps at junctions at top, bottom and sides with required PVC /neoprene felt, etc. Al. section shall be smooth, rust free, straight, mitered and joined mechanically wherever required i/c cleat angle, Al snap beading for paneling CP brass / stainless screws with frosted one way glass, all complete as per design and drawings and the direction of the Engineer -in - Charge.	1	5.250	Sq.m		
2	Providing and fixing verticle blinds for window including all fittings and fixtures all complete as per engineer incharge.	1	44.80	Sq.m		
Total						0.00
GST @ 12%						0

G.Total

