



**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**

**ReferenceNo.:SU/REG/ADM/F2-24(06)/2018/VOL-1/380.**

**Date:15.07.2022**

**Limited Tender Notice for Providing and fixing of vertical blinds, linoleum flooring and PVC false ceiling at the office of Registrar, Deputy Registrar and joint Registrar, Sikkim University.**

Sikkim University invites sealed item rate limited tenders from the eligible CONTRACTOR/PROSPECTIVE SUPPLIER those enlisted with Sikkim PWD/MES/CPWD or other PSU engaged with execution of civil work for the following work:

**“Providing and fixing of vertical blinds, linoleum flooring and PVC false ceiling at the office of Registrar, Deputy Registrar and joint Registrar”** as per terms and conditions mentioned below:

Sl.no	Particulars of works	Qty	Unit	Rate	Amount
1	Providing and fixing false ceiling at all height including providing and fixing of frame work made of special sections pressed from M.S. sheets and galvanized with zinc coating of 120 gms/sqm (both side inclusive) as per IS : 277 and consisting of angle cleats of size 25 mm wide x 1.6 mm thick with flanges of 27 mm and 37mm, at 1200 mm centre to centre, one flange fixed to the ceiling with dash fastener 12.5 mm dia x 50mm long with 6mm dia bolts, other flange of cleat fixed to the angle hangers of 25x10x0.50 mm of required length with nuts & bolts of required size and other end of angle hanger fixed with intermediate G.I. channels 45x15x0.9 mm running at the spacing of 1200 mm centre to centre,, excluding the cost of painting with :				
	PVC ceiling board with different size and pattern as approved by the Engineer- in-charge and as per manufacturer's specification.				
	Registrar	23.702	Sq.m		
	Dep. Registrar (Estt.)	19.740	Sq.m		
	Joint Registrar (Ac.)	23.702	Sq.m		

	<b>Total</b>	<b>67.145</b>	Sq.m		
2	Providing & fixing in position Glue Down Vinyl Flooring in a with planks of sizes 2-3 mm thick of standard size, in approved colour, texture and finish, having conforming to standard specification issued by Manufacturer.The installation involves the use of an adhesive to adhere its dryback over the cleaned levelled prepared surface wherever required etc all complete as per direction of the Engineer in-charge.				
	Registrar	23.702	Sq.m		
	Dep. Registrar (Estt.)	19.740	Sq.m		
	Joint Registrar (Ac.)	23.702	Sq.m		
	<b>Total</b>	<b>67.145</b>	Sq.m		
3	Providing and fixing vericle blinds including all necessary fittings and fixtures all complete as per Engineer Incharge.				
	Registrar	3.60	Sq.m		
	Dep. Registrar (Estt.)	3.60	Sq.m		
	Joint Registrar (Ac.)	3.60	Sq.m		
	<b>Total</b>	<b>10.800</b>	Sq.m		

<b>Total (A)</b>	<b>0.00</b>
GST @ 12%	0.00
G.Total (A+ GST)	<b>0.00</b>

## **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 **Rs2.93 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) IN SEALED ENVELOP

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 has 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 box provided in the office of the Executive Engineer, Engineering Cell, Sikkim University during office hours on or before 22.07.2022. These sealed envelopes should clearly mention the name of the work and the bidder's 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 12<sup>th</sup> 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 Admin. Building, 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 15 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 respective 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 based on joint measurement of quantities. No part or advance payment shall be made.  
b) No interest shall be paid by the University on any amount held as security.
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/ADM/F2-24(06)/2018/VOL-**

**Dated: ,,,,/07/2022**

**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/ADM/F2-24(06)/2018/VOL-**

**Dated: ...../07/2022**

**AS PER BOQ ITEMS**