

Cost of the tender Document:
Rs. 500/-
(Rupees Five Hundred only)



CENTRAL UNIVERSITY OF KASHMIR

Transit Campus: Sonwar, Near GB Pant Hospital, Srinagar – 190 004 (J&K)

Phone: 0194-2468354, 2468357, Website www.cukashmir.ac.in

Tender No.: CUKmr/Pur/AC/F.No.233/14

Dated: 01.07.2014

1. Name of the Firm/Supplier/Vendor:

.....

2. Address with telephone No. :

.....

3. Earnest Money Deposit (EMD)

(to be deposited along with the tender document)

a) Bank Draft No.....

b) Date.....

c) for Rs.....

d) Drawn on

4. Cost of Tender Document:

(to be deposited in case of downloaded tender document)

a) Bank Draft No.....

b) Date.....

c) for Rs.....

d) Drawn on

CENTRAL UNIVERSITY OF KASHMIR

TENDER NOTICE FOR THE SUPPLY & INSTALLATION OF AIR CONDITIONERS

**LAST DATE & TIME FOR SUBMISSION
OF TENDER**

**21st JULY, 2014
by 4 p.m.**

DATE, TIME & VENUE FOR OPENING OF BIDS:

23rd July, 2014 at 2 p.m. COMMITTEE ROOM, CENTRAL UNIVERSITY OF
KASHMIR, SONWAR, SRINAGAR – 190 004 (J&K)

TERMS AND CONDITIONS

Sealed tenders under two bid system are invited from reputed manufactures or their authorized suppliers having proper after sale service set up at Srinagar (J&K) for supply & installation of Air Conditioners as per specification given in the financial bid. Tender Document can be had from the Transit Campus of the University on payment of Rs 500/ or can be downloaded from the University website: www.cukashmir.ac.in. The downloaded form should be accompanied by a DD of Rs 500/ as cost of Tender Document. Part 1(Technical Bid) of the bid comprises of bidders profile in the prescribed format, EMD, application fee with regard to the eligibility of the bidder as set out in this NIT. Part 2 comprises of Financial Bid in the prescribed format. Both parts should be sealed separately and submitted in a single covering envelope superscripted “Supply and Installation of Air Conditioners” on or before **21.07.2014 (04:00 pm)**. The bids will be opened on **23.07.2014 at 02:00** pm at the Transit Campus Sonwar. Bidders or their authorized representatives who wish to attend tender opening, may do so.

SALE OF TENDER FORM

1. The interested bidders may obtain the tender form from the University office at Transit Campus, Sonwar, Near GB Pant Hospital, Srinagar, J&K on all working days against the payment of non refundable amount of Rs. 500/- through DD from any nationalized bank drawn in favour of Central University of Kashmir payable at Srinagar (J&K). The tender document can also be downloaded from the University Website.: www.cukashmir.ac.in. The cost of tender form (Rs. 500) is to be attached with the Technical Bid in the form of a DD along with the downloaded form. This DD should be submitted separately and not merged with the EMD.

EMD

1. The Technical Bid should be accompanied by EMD of Rs. 20,000 in shape of Demand Draft drawn on any nationalized bank favoring Central University of Kashmir payable at Srinagar (CDRs will not be accepted). The EMD of the unsuccessful bidders will be returned after the selection of the successful bidder and that of the successful bidder after the submission of Performance Security to the extent of 10% of Purchase order value. The offers without EMD shall be summarily rejected.

ELIGIBLE BIDDERS

1. The Bidder should have a minimum annual turnover of Rs 1 Crore from Sales & Maintenance of ACs during the last three financial years. The bidder should submit 03 years audited balance sheet.
2. The bidder must have supplied Air Conditioners of similar specifications as mentioned in this NIT in last three years. A performance certificate from the consignee indicating the satisfactory working of the item must be enclosed with the technical bid.
3. Bidder must have service presence in Srinagar and in case of service requirement; the downtime will be 48 hours. An undertaking to this effect must be enclosed in the technical bid.
4. Bidders must be either Original Equipment Manufacturer (OEM) or authorized dealer of the OEM. Assemblers/Traders are not eligible to participate in the tender. The authorization letter, in case of the authorized dealer, issued by the manufacturer should be attached along with the tender.
5. The bid must include latest Tax/VAT Clearance Certificate.
6. ISO 9001:2008 certification is mandatory for all bidders.

(Note: Failure to meet above requirements shall disqualify the bidder from participation in bidding. Claim of bidder on account of above must be substantiated by suitable documentary evidence).

SUBMISSION OF BIDS

1. The bids should be addressed to the **REGISTRAR**, Central University of Kashmir, Near G.B.Pant Hospital, Sonwar, Srinagar – 190 004 (J&K) within the dates and time as specified above by hand or by post. PLEASE NOTE THAT THE UNIVERSITY IS NOT RESPONSIBLE FOR ANY POSTAL LOSSES/DELAYS. IN CASE OF BIDS SENT BY POST AND BEING RECEIVED AFTER **4.00 p.m. on 21st July, 2014 THE** UNIVERSITY SHALL REJECT THE SAME AND IN CASE OF ANY DISPUTE IN THE TIMING OF RECEIPT, THE DECISION OF THE UNIVERSITY SHALL BE FINAL.
2. The Bidder is expected to go through all instructions, terms & condition as specified in the bidding documents. Failure to furnish all information required or submission of a bid not substantially responsive to the information in every respect will be at the Bidder's risk and may result in rejection of the bid.
3. Documents such as operation manuals, user manuals and other relevant materials shall be provided by the Tenderer along with equipment, free of cost.
4. The University may, for any reason, whether suo moto or in response to a clarification requested by a prospective bidder, modify the bidding documents by amendment at any time prior to the deadline for submission of bids .
5. Quotations received after due date, improperly sealed, or with incomplete marking or with overwriting/corrections in the quotation document are liable to be rejected.
6. The bid will be opened on **23rd July, 2014 at 02:00 pm** in presence of bidders or their authorized representatives, who wish to be present. The representative should bring the authorization letter from their vendor for attending the tender opening. However, the presence of the bidders or their representatives is not mandatory.

7. In the event of the date fixed for receipt and opening of the bid being declared as a closed holiday for University's office, the due date for submission of bids and opening of bids will be the next working day. The time and venue shall, however, remain unchanged.
8. The bidder should confirm that there are no hidden costs. Any items found necessary to make the equipment functional will be provided by the bidder without extra cost.
9. The successful Tenderer shall have to deposit (10%) of total payable amount as Security Deposit in the form of DD in favour of Central University of Kashmir as Performance Security for the warranty period of two years. The performance security shall be returned to the supplier after 60 days beyond the date of such warranty period. In case of unsatisfactory service provided by the bidder, the Performance Security may be forfeited.
10. The EMD may be forfeited:
 - (a) If a Bidder withdraws its bid during the period of bid validity;
 - (b) If at any stage it is proven that the information given by the bidder is incorrect;
 - (c) In case of a successful Bidder, if the Bidder fails:
 - (i) to sign the Contract
 - (ii) to furnish Performance Security
 - (iii) to execute the supply within stipulated time.
12. **Late Bids:** Any bid received by the University after the last date for submission of bids prescribed by the University, will be rejected/returned unopened to the Bidder.
13. No bid will be allowed to be modified subsequent to the last date for submission of bids.
14. No bid will be allowed to be withdrawn during the period from the last date of the receipt of bid and the date of validity of the bid as specified by the Bidder on the bid form. Withdrawal during this period may result in the forfeiture of his bid security.
15. Bids that are not opened and read out at bid opening shall not be considered further for evaluation, under any circumstances.
16. During evaluation of bids, the University may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing and no change in prices or substance of the bid shall be sought, offered or permitted.
17. **Period of Validity of Bids:** Bids shall remain valid for a minimum period of 90 days after the date of bid opening prescribed by the University. A bid valid for a shorter period shall be rejected by the University as non-responsive.

EVALUATION OF BIDS (Two Bid System)

1. The evaluation of bids shall be a two stage process. **Stage-1**, Technical bid (Part-I) shall be opened and only those bidders shall qualify for stage-2 of bidding, whose technical bid meets the eligibility criteria mentioned in the foregoing clauses and the specifications in this NIT. Financial Bid of only those bidders shall be opened whose Technical Bid is accepted by the University. The University reserves the right to reject the sample of the bidder on the basis of justifiable reasons.

2. **Stage-2**, Financial Bids (Part-2) of the qualified bidders shall be opened and on the basis of the comparative statement, the contract shall be awarded.
3. The University's evaluation of a financial bid will be based on the delivery cost at the site taking in to account all the taxes, duties, transportation and assembling charges etc.
4. Any effort by a Bidder to influence the University, in its decisions on bid evaluation, bid comparison or contract award may result in rejection of bid.
5. Failure of the successful bidder to comply with the requirements of the University shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the University may make the award to the next lowest evaluated bidder or call for new bids.

General Terms & Conditions

1. Prices shall be quoted in Indian Rupees only.
2. The amount to be quoted both in figures and in words, in case of a discrepancy the amount quoted in words will be taken as final.
3. The supply, transportation, installation & commissioning etc, of Air Conditioners will be on the risk of the firm till the acceptance by the University.
4. The site of installation shall be the campuses in and around the Srinagar city. However, the exact location shall be communicated to the selected bidder at the time of placing the Purchase Order.
5. The quoted rates should be final and should include taxes, levies, freight, insurance, forwarding, installation, transportation etc. Any extra amount over and above the quoted rates will not be entertained.
6. Detailed specifications, catalogue/ literature of the item quoted shall be attached with the technical bids. Incomplete bids in any respect are liable to be rejected.
7. The supply and installation of equipments and other accessories should be made strictly in accordance with the specifications given in the Financial Bid. The warranty period takes effect from the date of satisfactory installation. The Tenderer shall be liable to make good the loss (free of cost) by replacing/repairing the equipment or other accessories found defective during the warranty period of two years.
8. **Payment terms:** All the payment will be made in Indian rupees. Payment (100%) shall be made by the University after successful installation & testing of the item/s and furnishing of performance security equal to 10% of total payable amount as DD favoring Central University of Kashmir. The performance security shall be returned to the supplier after 60 days beyond the date of completion of all contractual obligations of the supplier including the warranty obligations of **two years**. However, in case of unsatisfactory service during the warranty period, the Performance Security will be forfeited. The decision of the University to declare the service unsatisfactory shall be final.
9. The amount payable against supplies shall be subject to the TDS/GST etc, as may be applicable.

10. Submission of bid under this NIT shall mean that the bidder has accepted all the terms and conditions laid down in the tender document.
11. The University may make changes within general scope of the Contract in any one or more of the following:
 - (a) The method of shipping or packing;
 - (b) The place of delivery; and/or
 - (c) The Services to be provided by the Supplier
12. The supply of Air Conditioner/s has to be made within a **period of 45 days from the date of the issue of Purchase Order** by the University. In case of failure to do so, the University may impose the penalty as decided by the University Committee.
13. All the supplies made under this tender notice will be inspected by a Committee specially constituted for the purpose and in case the Committee is of the opinion that the supplies are not of the required specifications, the supplies shall be rejected and responsibility of lifting back the supplies will devolve on the supplier. Besides, in such event, the EMD shall stand forfeited and the extra cost incurred in arranging the supply from the alternative sources shall also be recovered from the defaulting supplier apart from initiating the proceedings for blacklisting.
14. Item offered in the tender can be re-ordered at the same rate, under same terms & conditions within a period of twelve months from the tender opening date.
15. All the items supplied through this tender shall be covered by a **warranty of two years**. During the period of warranty, no charges will be paid by the University on any kind of service or repairment carried by the supplier.
16. The selected firm will be required to enter into an Agreement with the University by submitting an Instrument of Agreement on a non-judicial stamp paper of **Rs. 50/**. Necessary clauses mentioned in this NIT shall be incorporated in the said agreement.
17. The University reserves the right to reject or accept any tender without assigning any reason or cancel or withdraw the tender notice.
18. Once the bidder submits the tender, it would be presumed that the bidder has understood and accepted all the terms and conditions given in NIT. No inquiry, verbal or written, shall be entertained in respect of acceptance/rejection of the tender.
19. The University reserves the right to relax any condition enumerated or arising out of this Tender notice, without assigning any reason/s thereof.
20. The University reserves the right to place the order for increased/decreased number of items or to out-rightly cancel the tender without assigning any reason/s thereof.
21. If the supply, installation and commissioning of the systems are not effected before the specified period, the University shall have the authority to cancel the order or to take any such action which will be deemed fit in the circumstances.

22. In case of any dispute, the same shall be resolved initially by mutual discussion between the parties with in a period of 60 days failing which appropriate courts at Srinagar will have the jurisdiction to adjudicate upon the matter.

Sd/-

REGISTRAR

Central University of Kashmir

No.: CUKmr/Pur/AC/F.No.233/14

Date: 01.07.2014

BIDDER'S PROFILE
(PART -I)

1. Name of the bidder
2. Name of the authorized signatory (whose photograph is affixed)
Mr/Ms/Mrs.....
3. Permanent address of the firm/Supplier.....
.....
Tel. No. (with STD Code) (O) (Fax)
(R) (Mobile)
4. Registration & incorporation particulars of the firm.
4.1 Proprietorship
4.2 Partnership
4.3 Private Limited
4.4 Public Limited
(Please attach attested copies of documents of registration/incorporation of your firm with the competent authority as required by business law).
5. Name pt proprietor/partners/directors
6. Bidders bank, its address and his current account number
.....
.....
7. Permanent Account Number, Income Tax Circle.....
8. TIN.....

Passport size photograph of the tenderer/authorised signatory holding power of attorney

I/We hereby declare that the information furnished above is true and correct. In case the above information is found incorrect at any stage before finalization of the process, the University may take appropriate action as warranted.

Name and sign of the authorized person
of the firm along with seal

Place:
Date:

**PROFORMA FOR FINANCIAL BID
(PART –II)**

Name of the Bidder:.....

Tel Nos.....

S.No.	Particulars	Specification	Make	Rate per unit.
01	SITC of 1.50 TR Split AC with remote (Hot & Cold-Dual mode), along with 5mtr. Copper piping and 5mtr drain pipe.	Min. 3 star rating with minimum COP 2.9		
02	Extra copper piping with necessary nitrile rubber insulation beyond first 5 mtrs.	Per rmtr.		
03	Extra Drain pipe beyond first five metres (PVC pipe)	Per rmtr.		
04	Extra wire beyond 5 rmt from outdoor unit of A.C. to Indoor unit. a) 2.5 sqmm (4 core) b) 4.0 sqmm (4 core)	Per rmtr		
05	SITC of CVT(with copper winding & should be of good repute) (brand to be specified)	4KVA		
06	Angle Iron Stand for 1.5 TR split AC		No.	

Note:- All cutting in walls, ceiling, floor, etc. during installation of A.C.s shall be made good by the contractor without additional cost.

Declaration:

It is certified that the information furnished above is correct. We have gone through the terms and conditions stipulated in the Tender Document and confirm to abide by the same. The signatory to this bid is authorized to sign such bids on behalf of the organization.

Place:.....

Signature:.....

Date:.....

Name:.....

Designation:.....

XXXXXXXX.....XXXXX.....XXXXXXXX