

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/S.Stb/F.No.229/14
Dated: 25.04.2014

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 SERVO VOLTAGE STABILIZER/S

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

**20th MAY, 2014
by 4 p.m.**

**DATE, TIME & VENUE FOR OPENING OF BIDS:
21st May, 2014 at 3 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 Servo Voltage Stabilizers 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 Servo Voltage Stabilizer” on or before **20.05.2014 (04:00 pm)**. The bids will be opened on **21.05.2014 at 03:00** 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 of 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 with EMD of Rs. 10,000 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.

2. All the DD's of the nationalized banks are to be drawn in favour of Central University of Kashmir payable at Srinagar (J&K) issued after the date of tender notification.

ELIGIBLE BIDDERS

1. The bidder must have supplied Servo Voltage Stabilizers 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.
2. 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.
3. 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.
4. The bid must include latest Tax/VAT Clearance Certificate.
5. ISO 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, 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 20th May, 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 examine all instructions, terms & condition as specified in the bidding documents. Failure to furnish all information required by the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of the bid.
3. Bidders must also quote charges for extended warranty of 03 years (beyond mandatory warranty of 02 years) in the technical bid. However, University reserves its rights not to utilize the services under this head.
4. Documents such as operation manuals, user manuals and circuit diagrams and other relevant materials shall be provided by the Tenderer along with equipment, free of cost.
5. At any time prior to the deadline for submission of bids, the University may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents by amendment.

6. Quotations received after due date, improperly sealed, or with incomplete marking or with overwriting/corrections in the quotation document are liable to be rejected.
7. The bid will be opened on 21st May, 2014 at 03:00 pm in presence of bidders or their authorized representatives. 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.
8. In the event of the date specified for bid receipt and opening being declared as a closed holiday for University's office, the due date for submission of bids and opening of bids will be the following working day at the time fixed above.
9. The bidder should confirm that there are no hidden costs. Any items found necessary to make structure functional will be provided by the bidder without extra cost.
10. 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 warranty period of two years. 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. In case of unsatisfactory service provided by the bidder, the Performance Security shall be forfeited.
11. The bid security (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 deadline 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 deadline for submission of bids.
14. No bid will be allowed to be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the bid form. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of his bid security.
15. Bids that are not opened and read out at bid opening shall not be considered further for evaluation, irrespective of the 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 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.
18. In exceptional circumstances, the University may solicit the Bidder's consent to an extension of the period of validity. The request and the responses there to, shall

be made in writing. The bid security provided shall also be suitably extended. A Bidder may refuse the request without forfeiting his bid security. A Bidder granting the request will not be required nor permitted to modify its bid.

EVALUATION OF BIDS (Two Bid System)

1. The evaluation of bids shall be a two stage process. In 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 requirements set by the University as eligibility mentioned in the foregoing clauses and the specifications in this NIT. Financial Bid of only those bidders shall be opened whose Technical Bid is declared accepted by the University. The University reserves the right to reject the sample of the bidder on the basis of justifiable reasons.
2. In 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 to the L1.
3. The University's evaluation of a financial bid will be based on the landing cost at the site taking in to account all the taxes, duties, transportation and assembling charges etc.
4. No Bidder shall contact the University on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded. If the bidder wishes to bring additional information to the notice of the University, it should do so in writing.
5. 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.
6. 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 Servo Voltage Stabilizer/s will be on the risk of the firm till the acceptance by the University.
4. The site of installation shall be 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 minimum 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 declaring the service unsatisfactory will be the discretion of the University and shall prevail on all other judgments made thereto.
 9. The amount payable to the supplier against supplies shall be subject to the TDS/GST etc, as may be applicable, if any.
 10. The actual quantity to be purchased can be increased or decreased by the Competent Authority of the University at the time of the placement of purchase orders in favour of successful bidder. The purchase orders in favour of successful bidders may also be issued in a phase wise manner depending upon the requirement of the University.
 11. Submission of bid under this NIT shall mean that the bidder has accepted all the terms and conditions laid down in the tender document.
 12. The University may at any time, by written order given to the supplier, make changes within general scope of the Contract in any one or more of the following:
 - (a) Drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the University;
 - (b) The method of shipping or packing;
 - (c) The place of delivery; and/or
 - (d) The Services to be provided by the Supplier
 13. The supply of Servo Voltage Stabilizer has to be made within a **period of 45 days from the date of the issue of Purchase Order** by the University. In case firm fails to supply within the stipulated time, the University may impose the penalty as decided by the University Committee.
 14. 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 upon 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.

15. 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.
16. 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.
17. 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.
18. The University reserves the right to reject or accept any tender without assigning any reason or cancel or withdraw the tender notice.
19. 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.
20. The University reserves the right to relax any condition enumerated or arising out of this Tender notice, without assigning any reason/s thereof.
21. The University reserves the right to place the order for limited number of items or to out-rightly cancel the tender without assigning any reason/s thereof.
22. If the supply, installation and commissioning of the systems are not effected before the specified period from the date of purchase order, the University shall have the authority to cancel the order or to take any such action which will be deemed fit in the circumstances.
23. 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/S.Stb/F.No.229/14
Date: 25.04.2014

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 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. At any stage if the above information is found incorrect, University may cancel my/our empanelment.

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	Description of the Item		Brand	Amount/Unit in figures	Amount/Unit in words
1	Description	Ranges/Values/	<i>To be mentioned</i>	Rs.	
	Capacity	100 KVA			
	Phases	3 phase, 4 wire			
	Input voltage	90v-250v line to neutral			
	Output voltage	220+/- 1% line to neutral			
	Cooling	Oil Cooled			
	Overload capacity	25% for continuous four hour			
	Efficiency	Above 95%			
	Supply Frequency	47-55 HZ			
	Windings	Copper wound			
	Ambient Temperature	55 Degree Celsius at 90% Relative Humidity			
	Meters	Digital Ampere & Digital Voltmeter			
	Indicators	To be provided for each phase			
	Wave form distortion	Nil			
	Effect of load factor	Nil			
	Regulation	1% from no load to full load			
	Correction Speed	20volts/second			
Oil to be used	Power oil (not recycled)				
Container	14 SWG with stove embled				
Protections	A) Over voltage protection B) Under voltage protection C) Over current tripping D) Time delay 10seconds E) Auto protection in manual mode				

	F) Single phase protection			
Controls	A) Auto manual mode selector switch B) Input/Output voltage selector switch C) Increase/Decrease switch in manual mode			
Variac Coil/Dimmer Rating	240A per phase (if same is not available, use next higher rating)			
Tests	The servo stabilizer shall be tested at manufacturers works by third party i.e. CEIL. The following tests should be performed:- 1) Insulation resistance test 2) No load current 3) Output voltage 4) Test for continuous operation 5) High voltage test 6) Temperature test 7) Leakage current test 8) Test for rate of correction			
Duty Cycle/type	Continuous/Indoor type			
Acoustics	Less than 50db			
MCCB	Legrand/GE/Schneider			
Servo stabilizer should be with separate buck boost transformer & separate dimmer				
Motor/Contactor/VSS/ASS should be of standard makes				

2	Supply of Distribution Board 4 way TPN suitable for incoming 100/125 Amp MCCB	Legrand	Rs.	
3	Supply of MCCB 100 Amp 36 KA 4 Pole	Legrand	Rs.	
4	Supply of MCB D/P 6 to 32 Amp	Legrand	Rs.	
5	Supply of MCCB 125 Amp 4 Pole	Legrand	Rs.	
6	Supply of cable 3.5 core 95mm ³ Steel armored aluminum		Rs.	
7	Supply of cable 3.5 core 120mm ³ Steel armored aluminum		Rs.	
8	Installation & Commissioning charges of Stabilizer along with above accessories	NA	Rs.	
	Taxes, freight & other incidental charges	NA	Rs.	
	Total (all inclusive)		Rs.	
	Extended Warranty of 03 years (Beyond initial warranty of 02 Years)–OPTIONAL		Rs	

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.....XXXXXXXXXX