



Dean, College of Agriculture,
Navsari Agricultural University,
Bharuch- 392 012, Gujarat

Tender Document

For

Enhancement of Education Facilities at College of Agriculture
Bharuch (2nd attempt)

(NAU/COAB/FACILITIES/2017-18)

Short Tender Notice

Table of contents

Chapter	Title	Page No.
1	Short Tender Notice - NAU/COAB/FACILITIES/2017-18	3
2	Company Details	4
3	Guidelines (Terms & conditions)	5
4	Item Specifications and Details	7
5	Tender Fee, EMD and Submission Address	9
6	Checklist	10

Chapter 1: Short Tender Notice - NAU/COAB/FACILITIES/2017-18

Enhancement of Education Facilities at College of Agriculture Bharuch (2nd attempt)

(NAU/COAB/FACILITIES/2017-18)

Bids from supplier are invited for the Supply and Installation of Enhancement of Education Facilities at College of Agriculture, Bharuch, Navsari Agricultural University. The list of items, terms & conditions are described in tender document which is available in www.nau.in website and tender should be submitted through www.nprocure.com.

Tender Fee	Rs. 1500
Tender available for downloading and submission	07/02/2018 to 15/02/2018 up to 18:00 Hrs.
Last date of online submission at nprocure.com	15/02/2018 up to 18:00 Hrs.
Last date for submission of tender fee, EMD and other documents	16/02/2018 up to 17:00 Hrs.
Earnest Money Deposit (EMD)	Rs. 51000
Tender documents available on website	www.nau.in
Bid Validity	1 year

Dean, COAB, NAU

Chapter 2: Company Details

1	Name of the Party/Company	
2	Registration Number	
3	Address of the Party/Company (Enclose the authentic document for address proof like electricity bill, telephone bill, corporation tax etc.)	
4	Phone Number Fax Number Mobile Number Working email address	
5	PAN Card Number (Please attach the photocopy)	
6	GST Number	

Date : _____

Signature of bidder
(With Stamp, Name & Designation)

Chapter 3: Guidelines (Terms & conditions)

1.	Amendment of tender document	
	1.1	The parties are expected to examine all instructions, forms, terms and requirements in the tender document. Failure to furnish all information required by the-tender document or submission of a bid not substantially responsive to the-tender document in every respect will be at the party's risk and may result in the rejection of the bid.
	1.2	At any time prior to the last date purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective party, modify the tender document by an amendment.
	1.3	The amendment will be notified through website (www.nau.in), so all the bidders are requested to frequently visit the Navsari Agricultural University website.
	1.4	Each Supplier shall submit only one (1) Bid for each of the item, in response to this Procurement Document (PO).Any Supplier who submits more than one Bid for the item will be disqualified. The Bidder shall not transfer the PO document to another interested party.
2.	Selection of Bidders	
	2.1	Each party has to quote for all the items compulsorily, otherwise quotation of that party will be disqualified. Total amount of all the items per unit rate will be considered to judge the L1 party.
	2.2	Selection of bidders will be done on the basis of the overall grand total obtained for the whole tender. Bidders have to bid strictly in the given format in tender document.
3.	Warranty	
	3.1	The parties should warrants that the Goods supplied under this tender are new, unused, of the most recent or current models and those they incorporate all recent improvements in design and materials unless provided otherwise in the tender. This warranty shall remain valid for a period of a minimum 1 year (Enhancement of Education Facilities at College of Agriculture Bharuch) after the Goods or any portion thereof as the case may be, have been delivered, commissioned and accepted at the final destination.
	3.2	If the Supplier, having been notified, fails to remedy the defect(s) within the stipulated period of working 5 days, the Purchaser may proceed to take such remedial action as may be necessary, at the party's risk and expense and without prejudice to any other rights which the Purchaser may have against the Supplier under the Contract.
4	Taxes and Other Charges	
	4.1	The successful party shall be entirely responsible for all taxes, duties, license fees, demurrage charges etc., in respect of this contract and provisions of Income tax Act regarding deduction of tax at source shall apply.
	4.2	Travel expenditures of man power for installation and maintenance during warranty period will not given by Navsari Agricultural University.

5	Terms of Payment	
	5.1	The Bidder should specifically note that no advance payment will be made.
	5.2	The payment of all charges shall be made after satisfactory installations.
6	Rights	
	6.1	Right is reserved to accept or reject any or all tender without assigning any reasons thereof.
	6.2	This is subject to the jurisdiction of the competent court of Bharuch only.
7	Purchase / Purchase Quantity	
	7.1	As purchaser is government organization, the purchase process / purchase quantity is depending upon grant availability, in case of grant issues either whole purchase process or some quantity
8	Supply, Service and Support	
	8.1	These purchase items are inquired from various units of Navsari Agricultural University (NAU), hence supplier has to abide followings. <ul style="list-style-type: none"> ○ Purchase order can be given by different units of NAU, and similarly payment will be made by respective units. ○ Supplier has to supply items at Bharuch center of NAU. If demanded Supplier has to supply items at any locations of NAU with same tender conditions. ○ Supplier is abided to provide service and support of items at Bharuch center of NAU and at any location of NAU without extra charges.
	8.2	This office invited unit rate of each item.
9	Sealing and Marking of Bid for submission of Physical Tender documents and sample	
	9.1	The outer envelope must be super scribed with the following information <ul style="list-style-type: none"> (a) Name and Address of Supplier (b) Name of work Tender.
	9.2	If the envelope is not sealed and marked as instructed above, Authority assumes no responsibility for the misplacement or premature opening of the contents of the Bid submitted and such Bid may be rejected.
10	Drawings	
	10.1	The bidder will submit drawings of the proposed works along with the bid. Successful bidder will be

I/we have gone through all the terms & condition specified above for participation under tender “Enhancement of Education Facilities at College of Agriculture Bharuch” and agreeing with all above terms & conditions.

Signature of bidder
(With Stamp, Name & Designation)

Chapter 4: Item Specifications and Details

Name of work: -- Enhancement of education facilities at college of agriculture, Bharuch.			
IT NO	Name of work	Qty	Unit
1	<p>Providing and fixing low height modular partition for office cubicles:-For Providing and fixing low height partition for office cubicles should be made out from powder coated or color anodized “Gilt edge “ or equalant brand aluminum section structure. The base frame should be G-29849 having size of 60 mm x 19.5 mm and weight 420 grams /Rmt. Both sides vertical track should be G-29884 having size of 60 mm x 19 mm and weight 460 grams /Rmt. For race way provision internal section from bottom should be G-29849 having size of 60 mm x 19.5 mm and weight 420 grams /Rmt with raceway cap G-2993 having size of 145 mm x 1.7 mm and weight 770 grams /Rmt. internal section from top to hold glass / pinup boards / marking boards should be G-2988 having size of 60 mm x 5.5 mm and weight 321grams /Rmt and G-2986 having size of 60 mm x 7.2 mm and weight 290 grams /Rmt. Top covering and side covering section should be G-2983 having size of 60 mm x 7.7 mm and weight 243 grams /Rmt. To inter connect right angle partitions GX 201 and GX 207 L shaped connector should be used. Both screen of partition should be 6 mm thick prelaminated cement bonded particle board/ prelaminated particle /6 mm thick glass of approved brand should be used. Entire work should be furnished maintaining aesthetic value as directed by authority.</p>	30.00	SMT
2	<p>Providing and fixing high height partly paneled and partly glazed modular partition for office:-For Providing and fixing high height partly paneled and partly glazed partition for office should be made out from powder coated or color anodized “Gilt edge “ or equalant brand aluminum section structure. The base frame should be combination of G-007 having size of 56 mm x 40 mm and weight 452 grams /Rmt as well as G-058 having size of 77.8 mm x 26.9 mm and weight 498 grams /Rmt . Both sides vertical, horizontal divisions track should be G-052 having size of 77.8 mm x 18 mm and weight 613 grams /Rmt. Both screen of partition should be 6 mm thick prelaminated cement bonded particle board/ prelaminated particle board/6 mm thick glass of approved brand should be used with EPDM gasket GEHC2 and G050 having size of 18 mm x 15.8 mm and weight 108grams /Rmt as well as G066 having size of 41.2mm x 11.4 mm and weight 203 grams /Rmt. For three way partition G046 having size of 80 mm x 80 mm and weight 1387grams /Rmt should be used. For “L” shaped partition G063 having size of 80 mm x 80 mm and weight 1200 grams /Rmt should be used. Entire work should be furnished maintaining aesthetic value as directed by authority.</p>	175.00	SMT
3	<p>Providing and fixing high height fully double glazed modular partition for office:-For Providing and fixing high height partly paneled and partly glazed partition for office should be made out from powder coated or color anodized “Gilt edge “ or equalant brand aluminum section structure. The base frame should be combination of G-007 having size of 56 mm x 40 mm and weight 452 grams /Rmt as well as G-058 having size of 77.8 mm x 26.9 mm and weight 498 grams /Rmt . Both sides vertical, horizontal divisions track should be G-052 having size of 77.8 mm x 18 mm and weight 613 grams /Rmt. Both screen of partition should be 6 mm thick 6 mm thick toughened glass of approved brand should be used with EPDM gasket GEHC2 and G050 having size of 18 mm x 15.8 mm and weight 108grams /Rmt as well as G066 having size of 41.2mm x 11.4 mm and weight 203 grams /Rmt. For three way partition G046 having size of 80 mm x 80 mm and weight 1387grams /Rmt should be used. For “L” shaped partition G063 having size of 80 mm x 80 mm and weight 1200 grams /Rmt should be used. Entire work should be furnished maintaining aesthetic value as directed by authority.</p>	95.00	SMT
4	<p>Providing and fixing partly paneled partly glazed /fully glazed modular door for office:-For Providing and fixing partly paneled partly glazed /fully glazed modular door should be made out from powder coated or color anodized “Gilt edge “ or equalant brand aluminum section structure. The frame should be G-043 having size of 80 mm x 40 mm and weight 1295 grams /Rmt. Door frame both sides vertical, horizontal section should be G-062 +S 58 having size of 50mm x 50 mm and weight 990 grams /Rmt. Infill material for door should be 10 mm toughened glass of approved brand should be used with EPDM gasket GEHC2 for fully glazed door. For partly paneled 18 mm thick particle board should be used. Entire work should be furnished maintaining aesthetic value as directed by authority</p>	26.00	SMT
5	<p>Providing and fixing work top:-For providing and fixing work top at low height modular cubicles the top should be 20 mm wood base prelaminated particle board with 2mm thick bidding Patti and powder coated or color anodized “Gilt edge “or equalant brand aluminum section code G-2990 having size of 40 mm x 12 mm and weight 280 grams /Rmt. Entire work should be furnished maintaining aesthetic value as directed by authority.</p>	6.00	SMT

6	Providing and laying decorative glass film: -For providing and laying decorative glass film the covering film should be approved design and quality. Entire work should be furnished maintaining aesthetic value as directed by authority.	350.00	SMT
7	Providing and fixing computer key board tray :- For providing and fixing computer key board tray under work top of low height modular cubicles the key board tray should be "EBCO" or equalant brand powder coated with quality runners and required hardware. Entire work should be furnished maintaining aesthetic value as directed by authority.	10.00	NOS
8	Providing and fixing computer CPU Stand: -For providing and fixing computer CPU stand under work top of low height modular cubicles. The CPU stand should be "EBCO" or equalant brand powder coated with quality wheels or without wheel but under table mounting type with swivel and pull out type option. Entire work should be furnished maintaining aesthetic value as directed by authority.	10.00	NOS
9	Providing and fixing work station pedestal drawer unit: -For providing and fixing pedestal drawer unit should be made out from 20 mm prelaminate wood base particle board with 2 mm edge beading. Required number of drawer and shutter should be providing with quality runner, handle and lock etc. Entire work should be furnished maintaining aesthetic value as directed by authority	10.00	SMT

Chapter 5: Tender Fee, EMD and Submission Address

Tender Fee: Bidder has to submit non refundable Tender Fee Rs. 1500 in the form of Bank Draft in favor of “ASSOCIATE PROFESSOR, COLLEGE OF AGRICULTURE, N.A.U.,BHARUCH”, payable at Bharuch.

Earnest Money Deposit: Tender shall be accompanied by an earnest money, without which tenders will not be considered. The EMD amount **Rs. 51,000/-** should be deposited in the form of Bank Draft in favor of “ASSOCIATE PROFESSOR, COLLEGE OF AGRICULTURE, N.A.U., BHARUCH” payable at Bharuch. EMD would be applicable as below.

Refund of Earnest Money: The earnest money of unsuccessful Bidder will be refunded. The earnest money of successful Bidder will be converted as security deposit and the same would be refunded after warranty period.

Forfeiture of Earnest Money: The earnest money will be forfeited in the following cases:

When Bidder withdraws or modifies the offer after opening of tender but before acceptance of tender.

When Bidder does not execute the agreement if any, prescribed within the specified time.

Security Deposit: Successful bidder shall deposit security/performance guarantee money (5% of purchase/work order)

Forfeiture of Security Deposit: The Security Deposit will be forfeited if supplier (Successful bidder) violate tender rules (Terms & Conditions).

Tender Fee, EMD and Tender Submission Address:

Dean,
College of Agriculture,
Navsari Agricultural University,
Bharuch– 392 012 (Gujarat)

Important: The tender document must be superscribed with title " Tender Document For Enhancement of Education Facilities at College of Agriculture Bharuch (NAU/COAB/FACILITIES/2017-18)".

Chapter 6: Checklist

Sr. No.	Document / Certificate	Attached Yes /No	Page No. on
1	Tender Fee: Demand draft of Rs. 1500/- (Non-Refundable)		
2	EMD : Demand draft of Rs. 51000/- (Refundable)		
3	Company details (only in tender format given)		
4	Authentic document for address proof like electricity bill, telephone bill, corporation tax etc.		
5	Valid Registration Certificate of bidders firm. (Shop Act Registration/ Partnership deed /Memorandum of article/Registration of firm / Small Scale Industry Registration only).		
6	Three years of Income tax return (2015-16, 2016-17 and 2017-18 as per Assessment Year) along with all taxation documents described in company detail page.		
7	Original affidavit from the bidder that business entity is not black listed (notarized on Rs. 100 stamp paper).		
8	Terms and conditions duly signed on each page.		
9	G.S.T Certificate must be submitted.		

Note: All the above documents are mandatory; missing of any is subjected to rejection for the tender.

DECLARATION

I/We solemnly declare that we have attached all the documents mentioned here above and mentioned in the tender. It is verified that all the certificates / permissions/ documents are valid and current as on date and have not been withdrawn / cancelled by the issuing authority.

I/We further undertake to produce on demand the original certificate / permission / document for verification at any stage during the processing of the tender.

I/We also understand that non-compliance of any documents will be treated as non-respective tender and we will lose our claim to participate in the Tender Enquiry automatically and our tender will be liable to reject

Name of the Firm:

Signature of bidder
(With Stamp, Name & Designation)