

સંદેશ (સુરત આવૃત્તિ)

પાના નં. ૪ (૦૩/૦૧/૨૦૧૯)



અસ્પી બાગાયત વ વનીય મહાવિદ્યાલય
નવસારી કૃષિ યુનિવર્સિટી, નવસારી - ૩૯૬૪૫૦
ઈ-ટેન્ડર નં. NAU/DR/03/2018-19, બીડ નં. 341201



આચાર્ય અને ડીન, અસ્પી બાગાયત-વ-વનીય મહાવિદ્યાલય, ન.કૃ.યુ. નવસારી દ્વારા તળાવ ખોદકામ (અંદાજિત ૧૦૦૧૨ ઘન મીટર)ની કામગીરીમાં રસ ધરાવતી પાર્ટીઓ પાસેથી ઈ-ટેન્ડર દ્વારા રૂપિયા પ્રતિ ઘન મીટર ખોદકામના ભાવો મંગાવવામાં આવે છે. વિગતવાર માહિતી માટે www.nau.in અથવા www.nprocure.com પર જોઈ શકાશે. આ ટેન્ડર ના ભાવો ભરવાની અંતિમ તારીખ ૨૨-૦૧-૨૦૧૯ના રોજ સાંજે ૦૫.૦૦ વાગ્યા સુધીનો રહેશે.



Tender Document
For
Excavation of Pond under DST project
In Onjal village, Jalalpore Taluka,
Navsari District, Gujarat.

E-TENDER No. NAU/DR/03/2018-19



Principal and Dean
ASPEE College of Horticulture and Forestry
Navsari Agricultural University
Navsari – 396 450



Tender Document



**Name of work: Pond excavation at Onjal village (Corner of onjal-machhivad road)
Jalalpore Taluka, Navsari District, Gujarat**

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Chapter 1: Tender Notice

E-TENDER No. NAU/DR/03/2018-19

Tender Document for Excavation of Pond at Onjal village (Corner of onjal-machhivad road) Jalalpore Taluka,

Navsari District, Gujarat

Within Jurisdiction, Navsari Agricultural University, Navsari

Principal and Dean, ASPEE College of Horticulture and Forestry, NAU, Navsari invites tender for excavation of pond at Onjal village, Taluka: Jalalpore, District: Navsari. The detail of terms and conditions and tender documents are available on website www.nau.in under tender section.

1.	Period for tender document downloading	02/01/2019 to 22/01/2019 (18:00 hrs)
2.	Last date for online tender submission	22/01/2019 (18:00 hrs)
3.	Last date for physical submission of tender fee, EMD and other documents by RPAD / Courier / Speed post.	On or before 25/01/2019 (17:00 hrs)
4.	Tender will be opened on (Technical Stage) (if possible)	28/01/2019 (11:00 hrs)
5.	Bid validity period	Up to 31 st March, 2019
6.	Tender Fees	As per Chapter 6
7.	Earnest Money Deposits (EMD)	As per Chapter 6
8.	Technical documents available on	https://www.nprocure.com/ https://au.nprocure.com

Technical documents available on <https://www.nprocure.com> and <https://au.nprocure.com>

Date:

Stamp & Sign of Tenderer

Chapter 2: Pond Excavation Details

Name of work: Pond excavation at Onjal village

Description of work	Quantity (approx.)	Rate	Per	Amount (Rs.)
Jungle cutting and tree clearance including existing structure like compound wall and drainage in between line of road etc. Complete as directed by officer in charge. (approx. quantity)	1.1		Hectare	
Excavation for foundation up to 1.5 m depth including sorting out and stacking of useful materials disposing of the excavated stuff. (Dense or hard soil) (approx. quantity)	10012		Cmt	
Earthwork for embankment including breaking clods, dressing with all lead and lift (excluding watering and consolidation) (From Borrow pits within land width) (approx. quantity)	2772.6		Cmt	
Collecting and carting of excavated earth up to 500 m lead etc. Complete as directed by officer in charge. (approx. quantity)	7239.3		Cmt	

Date:

Stamp & Sign of Tenderer

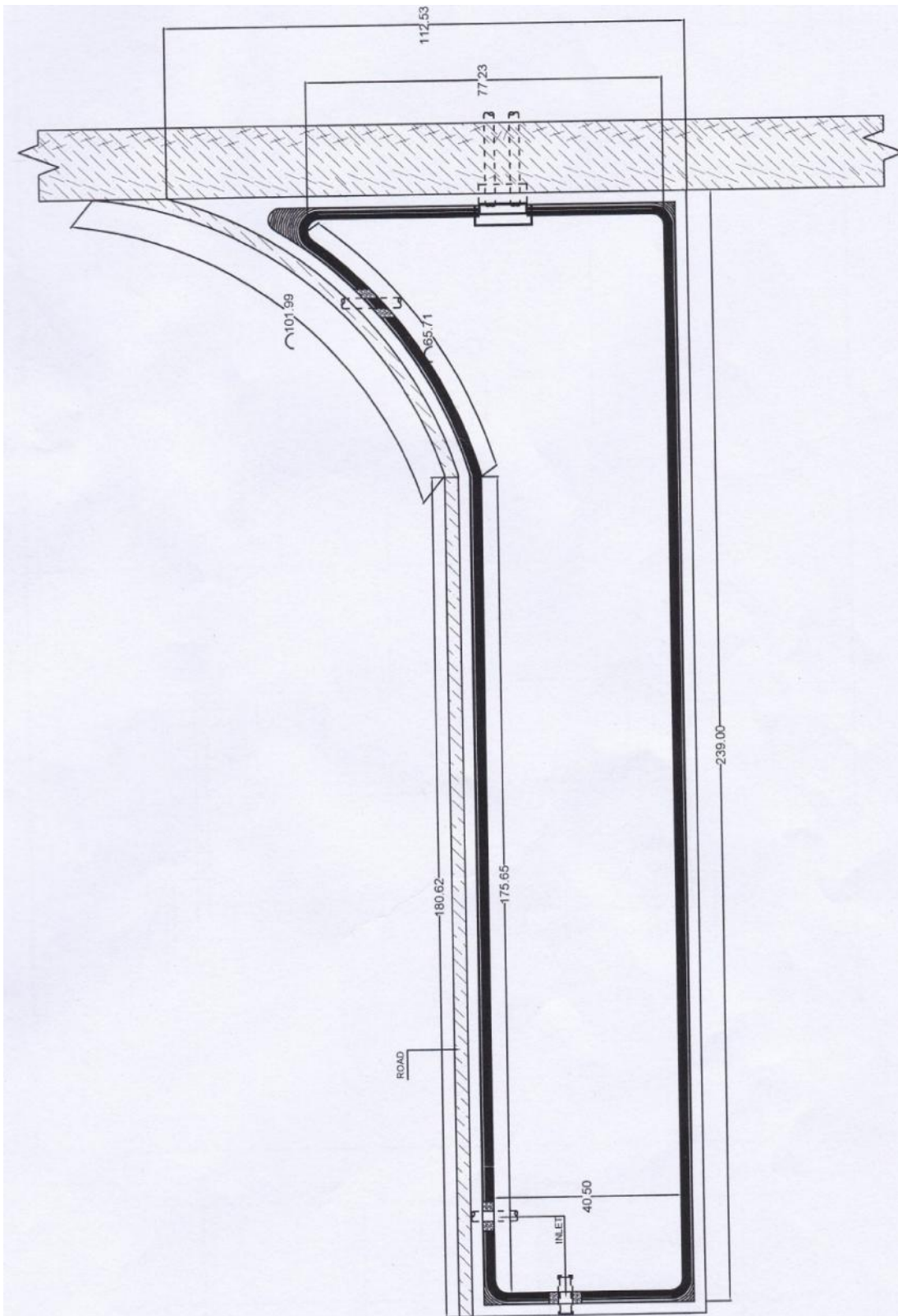


Fig. 2.1: Top view of pond
 (All units are in meter)

Date:

Stamp & Sign of Tenderer

Chapter 3: Instructions for bidders for online tender participation

1. All tender documents can be downloaded for free from the website <https://au.nprocure.com> or <https://www.nprocure.com>
2. All bids should be submitted online on the website <https://au.nprocure.com> or <https://www.nprocure.com>
3. All bids should be digitally signed. For the details regarding digital signature certificate and related training involved the below mentioned address should be contacted.

(n)Code Solutions

A division of GNFC

301, GNFC Infotower, Bodakdev, Ahmedabad 380054 (India)

Tel.: +91 79 26857316 / 17 / 18

Fax: +91 79 26857321

Toll Free Number: 1-800-233-1010

www.ncodesolutions.com

4. The user can get a copy of instructions to online participation from the website <http://au.nprocure.com> or <http://www.nprocure.com>.
5. The service provider should register on the website through the “New User” link provided at the home page, the registration on the site should not be taken as registration or empanelment or any other form of registration with the tendering authority.
6. The application for training and issue of digital signature certificates should be made at least 72 hours in advance to the due date and time of tender submission.
7. All queries regarding use of digital signature certificate should be addressed to personnel in M/s. (n)Code Solutions.
8. Any queries regarding tender specifications and any other clauses included in tender should be addressed to personnel in tendering office address provided below

Principal and Dean

ASPEE College of Horticulture and Forestry

Navsari Agricultural University

Eru Char Rasta, Navsari– 396450 (Gujarat)

Email: deanachf@nau.in

Phone: (02637) 282745

9. For queries regarding specifications of pond, contact the following department preferably during office hours.

Department of Natural Resource Management

College of Forestry

ASPEE College of Horticulture and Forestry

Navsari Agricultural University, Navsari

Phone: 9974583890 / 9904781244

Date:

Stamp & Sign of Tenderer

Chapter 4: Technical Bid Document (TBD) Submission

1.	Tenderer should note that the technical information pertaining to the quoted work of pond (as mentioned in the chapter-2) should critically be furnished in the given format only (Appendix I to IV of chapter-7). On the format, tenderer should have to make comments regarding any deviation or any equivalent technology or any information which supplement the claim of complying the technical specification or any noticeable information etc.
2.	The tenderer has to upload all the necessary documents mentioned in the check list (Chapter-7, Appendix-IV) online on n-procure (www.au.nprocure.com/www.nprocure.com) along with commercial bid. The tenderer has to precisely and accurately name the digital file of the documents as named in the checklist. Extra document or incorrectly named or misleading document will not be considered. It should be noted that the uploadable documents which are having multiple pages should be combined and converted into a single pdf file with freeware pdf converter software. These digital documents should be properly named (as mentioned below) before uploading
I	Forwarding letter (Upload the scanned copy)
II	Tender Fee: Upload the scanned copy of Bank Draft/s
III	EMD: Upload the scanned copy of Bank Draft/s
IV	Tender document (Signed on all pages, properly scan and convert in pdf format. Combine all pages with appropriate free ware software and upload as single document).
V	Tenderer's detail (Upload the scanned copy)
VI	Affidavit: (Duly signed and notarized affidavit as per format should be scanned and converted in to single pdfdocument and upload).
VII	Check list (Upload the duly filled scanned copy)
VIII	PAN Card (Upload the scanned copy)
IX	GST certificate (Upload the scanned copy)
X	Income Tax return FY 2017-18 (Upload the scanned copy)
XI	Signed Terms and Conditions
3.	The tenderer has to ensure that bid documents as per checklist (Chapter-7, Appendix IV) i.e. Forwarding letter, demand draft of Tender Fee and EMD, tender document duly signed by tenderer on each page, a hundred rupees notarized affidavit and technical compliance specification document should only be submitted physically to The Principal, ASPEE College of Horticulture and Forestry, Navsari Agricultural University, Navsari – 396 450 (Gujarat) on or before prescribed date. Envelope should be marked as “ E-TENDER No. NAU/DR/03/2018-19. ” The tender received after prescribed date will not be considered.
4.	Tender Supporting Documents (TSD) received late and/or not submitted in the prescribed formats/manner, incomplete in any respect or not accompanied by prescribed mandatory documents are liable to be rejected. NAU will not be responsible for non-receipt of tender within the specified date and time due to any reason including postal delays.
5.	Do not put financial bid anywhere in the Technical Bid Document during physical submission otherwise liable to be rejected.
6.	Do not to submit unnecessary documents like explaining company profiles, nature of the company, services and miscellaneous things which is not inquired.

Date:

Stamp & Sign of Tenderer

Chapter 5: General terms and conditions

1.	Rate should be quoted along with all the applicable taxes (GST and other taxes), however, GST should be shown separately. The prices should be given per cubic metre or per Hectare, as the case may be. The taxes not mentioned in the tender will not be paid. Only the applicable taxes and charges like GST, labour cess, service charge etc. should be mentioned in the tender. Quoted prices should be inclusive of all applicable taxes.
2.	The successful tenderer has to accept the terms and conditions by signing a 100 Rupees Notary (100 Rs stamp paper issued by notary)
3.	If the work is unsatisfactory then the university has the right to terminate the contract anytime without citing any reason giving a three day notice.
4.	The work should be finished in the time limit of 50 days.
5.	Rates should be sent only for the work specified in the tender. Once the tender is submitted, changes will be not be accepted.
6.	Mention the name, address and mobile number on the back of the closed cover of technical bid.
7.	Amendment of bidding documents (corrigendum): At any time prior to the deadline for submission of bids, NAU may, for any reason, whether on its own initiative or in response to the clarification request by a prospective tenderer, modify the bidding documents. The corrigendum will be published on website http://www.nau.in and www.nprocure.com only. In order to allow prospective tenderers reasonable time to take into consideration the amendments while preparing their bids, at its discretion, NAU may extend the deadline for the submission of bids.
8.	The work should be done following the labour (regulation and abolition) act-1970 and the laws formed under the act in 1972. The bidding party has to undertake the responsibility of protecting the rights of the labours and also has to provide necessary facilities under the Workers' Compensation Act-1927. All the government laws and their amendments related to the labours should be strictly followed. The university will not be liable for any accident during work and full responsibility will be that of the bidder.
9.	The work should be carried out according to the specifications mentioned in the tender.
10.	The committee holds the right to reject the tender and no explanation shall be provided.
11.	The amount shall be paid only after the work is completed and approved by the Engineer.
12.	The decision of the committee will remain final in case of any dispute.
13.	The security deposit will not be refunded if the work does not comply with the tender specifications.
14.	The amount shall be given after deducting the income tax, as per the law.
15.	Bid is non-transferable
16.	Bid currency: Prices shall be quoted in Indian Rupee only.
17.	The successful tenderer shall have to execute the purchase orders placed on any date during the validity of the tender at the rate, terms and conditions of the tender.
18.	For further information, concerned party should quote the prices of Rs/cubic meter after personally visiting the site. The top view of pond is given in Fig. 2.1.
19.	For any further information contact phone no: 9974583890/9904781244 during office working hours from 8 a.m. to 12 noon and 2 p.m. to 5 p.m.

Date:

Stamp & Sign of Tenderer

Place:

Chapter 6: Tender Fee, EMD and Security Deposit

1. **Tender Fee and Earnest Money Deposit:** Bidder has to submit non-refundable Tender Fee and refundable EMD in the form of Bank Draft in favour of “**Assistant Administrative Officer, ACHF, NAU, Navsari.**” Tender Fee in DD is compulsory for tender participation, without which tenders will not be considered.
2. **Tender Fee:** The amount of tender fee is Rs. 1500/-.
3. **Earnest Money Deposit (EMD):** The amount of EMD is 3% of tender value.
4. The tender without Tender Fee and Earnest Money Deposit will not be considered. Further, if submitted Tender Fee and Earnest Money Deposit amount is not matched with quoted work, the tender will be liable for rejection.
5. **Refund of earnest money:** The earnest money of unsuccessful bidder will be refunded without any interest. The Earnest Money Deposit will also be refunded without interest after completion of work for successful bidder.
6. **Forfeiture of earnest money:** The earnest money will be forfeited if tenderer withdraws or modifies the offer after opening of tender document or tenderer does not execute the agreement if any, prescribed within the specified time.
7. **Security Deposit:** Successful bidder shall deposit security / performance guarantee money (5% of work order) in favour of “**Assistant Administrative Officer, ACHF, NAU, Navsari**” in form of DD.
8. **Refund of Security Deposit:** The amount of security deposit will be refunded without any interest twelve months after successful completion of work.
9. **Forfeiture of Security Deposit:** The security deposit will be forfeited in the following cases:
 - When works/services are not successfully executed as per requirement mentioned in the tender document.
 - When successful bidder terminates the works/services during execution period.
 - When any issue raised in quality of work.

Tender Fee, EMD, hard copy of documents and other related documents as mentioned in Appendix-IV.

Tender Submission Address:

Principal and Dean,
ASPEE College of Horticulture and Forestry
Navsari Agricultural University, Navsari – 396 450 (Gujarat)

Date:

Stamp & Sign of Tenderer

Chapter 7: Appendices

Duly filled each appendix as well as document mentioned in the different appendices needs to be attached in tender document, missing of any may be liable to cancel the tender document.

Appendix-I: Forwarding Letter

From: _____

No.
Date:

To,
The Principal and Dean,
ASPEE College of Horticulture and Forestry,
Navsari Agricultural University,
Eru Char Rasta, Navsari – 396 450 (Gujarat)

Subject: Submission of tender for excavation of pond.
[E-TENDER No. NAU/DR/03/2018-19]

Sir,
I/We hereby submit the offer (duly filled) in response to the advertisement/tender notice **E-TENDER No. NAU/DR/03/2018-19** for excavation of pond in accordance with the terms and conditions declared as under.

I/We hereby offer to accept the tender work of pond excavation to Navsari Agricultural University, Navsari in accordance with the terms and conditions, hereto annexed and at the prices given by me/us in commercial section of online tendering. I/We enclose herewith Tender Fee and EMD in favour of "Assistant Administrative Officer, ASPEE College of Horticulture and Forestry, NAU, Navsari" drawn on State Bank of India, Navsari [Branch Code No. 3889.] with following details.

	Amount (Rs.)	Amount in Words	DD No.	DD issue Date
Tender Fee	1500	Fifteen Hundred Rupees		
EMD (Calculated)				

I/We agree to hold this offer open till 31st March, 2019 from the date of due date of opening of the tender.

I/We agree that in case of dispute, if any, the decision of The Tender Committee for Pond, Navsari Agricultural University, Navsari 396 450 shall be final and binding upon me/us.

Date:
Place:

Stamp & Sign of Tenderer

Appendix-II: Tenderer's Detail

1.	Name of the Company/Firm	:	
2.	Registered Office Address with Telephone/Mobile Number /Fax Number/ email	:	
3.	Correspondence Address with Telephone/Mobile Number/ Fax Number/email	:	
4.	Details of the authorized person (Name, designation, address) with Telephone/Mobile Number/ Fax Number/ email	:	
5.	PAN Card No.	:	
6.	GST No.	:	
7.	Experience details	:	
8.	Bank detail (Bank Name, Branch Address, Account No., Type of Account(Current/ Savings), MICR No, IFSC Code	:	
9.	Filing date of IT Return FY 2017 – 18	:	

Date:

Stamp & Sign of Tenderer

Place:

Appendix-III Proforma of Affidavit

(on Non-Judicial Stamp Paper of Rs 100/- duly attested by Magistrate /Notary Public)

I/We, _____, age _____, years residing at _____ in capacity of _____ M/s _____ hereby solemnly affirm that :

1. All General Instructions, General Terms and Conditions, as well as Special Terms & Conditions laid down on all the pages of the Tender Form, have been read carefully and understood properly by me and are completely acceptable to me and I agree to abide by the same.
2. All the Certificates / Permissions / Documents/ Permits / Affidavits or any relevant document either submitted physically or uploaded as a part of tender are valid and current as on date and have not been withdrawn / cancelled by the issuing authority.
3. It is clearly and distinctly understood by me that my tender is liable for rejection if any of the Certificates / Permissions / Documents/ Permits / Affidavits is / are found to be invalid / wrong / incorrect / misleading / fabricated / expired or having any defect at any point of time.
4. I / We further undertake to produce on demand the original Certificate / Permission / Document / Permits for verification at any stage during the processing of the tender as well as at any time asked to produce.
5. I / We also understand that failure to produce the documents in "Prescribed Proforma" (wherever applicable) as well as failure to give requisite information in the prescribed proforma may result in to rejection of the tender.
6. My / Our firm has not been banned / debarred / black listed by any Government Department / State Government / Government of India / Board / Corporation / Government Financial Institution etc.
7. I / We confirm that I / We have meticulously filled in, checked and verified the enclosed documents / certificates / permissions / permits/ affidavits / information etc. from every aspect and the same are enclosed in order (i.e. in chronology) in which they are supposed to be enclosed.
8. I / We say and submit that the Permanent Account Number (PAN) given by the Income Tax Department is _____, which is issued on the name of [Kindly mention here either name of the proprietor (in case of Proprietor firm) or name of the tendering firm, whichever is applicable].
9. I / We understand that giving wrong information on oath amounts to forgery and perjury, and I/We am/are aware of the consequences thereof, in case any information provided by us are found to be false or incorrect, you have right to reject our bid at any stage including forfeiture of our EMD/PBG/cancel the award of contract. In this event, the Navsari Agricultural University reserves the right to take legal action against me/us.
10. I/We hereby assured that all our quoted item/s meet or exceed the requirement and are absolutely compliment with specification mentioned in the tender document.
11. My/Our Company has not filed any Writ Petition, Court matter and there is no court matter filed by State Government and its Board Corporation, is pending against our company.
12. I /We hereby commit that we have paid all outstanding amounts of dues / taxes / cess / charges / fees with interest and penalty.
13. In case of breach of any tender terms and conditions or deviation from bid specification other than already specified as mentioned above, the decision of purchase committee appointed by NAU for disqualification will be accepted by me/us.

Whatever stated above is true and correct to the best of my knowledge and belief.

Date:

Stamp & Sign of Tenderer

Place:

(Signature and Seal of the Notary)

APPENDIX-IV: CHECKLIST

Sr. No.	Document/Certificate	Way of submission
1.	Appendix-I: Forwarding letter	Online and hard copy
2.	Tender Fee: Demand draft of Rs. _____ (Non-Refundable).	Online and hard copy
3.	EMD: Demand draft of Rs. _____ (Refundable).	Online and hard copy
4.	Tender document duly signed on each page	Online and hard copy
5.	Appendix-II: Tenderer's details	Online
6.	Appendix-III: Affidavit	Online and hard copy
7.	Appendix-IV: Checklist	Online and hard copy
8.	PAN card	Online
9.	GST Certificate	Online
10.	Income tax return (FY. 2017-18)	Online
11.	Other (any specific or relevant information pertaining to tender which have not been covered in the tender document. Such as tender fee exemption certificates etc.)	Online

Note: All the above mentioned (No.12, if necessary) documents are mandatory; missing of anyone or more is subjected to rejection of this tender.

Date:

Stamp & Sign of Tenderer

Place:

NIT No. 03 of 2018-19

The Principal and Dean, ASPEE College of Horticulture of Forestry, Navsari Agricultural University, Navsari invites “On Line” tender (E-tendering) system from approved and eligible registered contractors or experienced agencies for the following work.

Sr. No.	Name of work	Estimated Cost Rs.	Tender Fee Rs.	EMD (3% of tender value) in Rs.	Total S.D (5% of tender value) in Rs.	Min. Bank Solvency	Time limit	Registration class
1	2	3	4	5	6	7	8	9
1.	Excavation of pond at Onjal village, Dist: Navsari	(With 1% labour cess)	1500/- By demand draft	By demand draft	By demand draft	1,00,000	50 days	E-2 or above

- Please pay tender fee & EMD in favour of “Assistant Administrative Officer, ACHF, NAU, Navsari.”
- Please do not send unnecessary documents like project report, audit report etc.
- The rate of tender must be quoted with 1% labour cess and all type of government taxes including GST in the above work by the bidder.

The bidder has to submit scanned copies of the following documents for eligibility (mandatory).

1.	EMD in form of Demand Draft of Nationalized/scheduled Bank as per column no. 5 (To submit on line as well as in physical form)
2.	Tender fee in form of Demand Draft of Nationalized/scheduled Bank as per column no. 4 (To submit on line as well as in physical form).
3.	Valid registration as per column no. 9.
4.	Valid bank solvency of current year (as per column no. 7) of Nationalized/scheduled bank.
5.	Valid PAN No. proof
6.	Email address proof
7.	GST registration certificate
8.	Appendix I to IV duly filled with seal and signed. (Submit on line as well as in physical form)

All the above documents are mandatory and they have to be submitted on-line duly scanned by the bidder. If any of the above documents are not submitted, price bid of the said party will not be opened.

The bid documents will be available for downloading from this date up to 22/01/2019 up to 18:00 hours, “On-line” on the website: www.nprocure.com.

All the mandatory documents must be duly scanned along with the tender documents and should be submitted “On-line”. Last date of physical copy (Required All Technical Documents as per Tender’s Terms and Conditions) including (1) EMD and (2) Tender Fee by R.P.A.D./Speed post/courier should reach on or before 25/01/2019 (up to 17:00 hours) in the office of the Principal, ASPEE College of Horticulture of Forestry, Navsari Agricultural University, Navsari, Gujarat. If possible tender will be opened on 28/01/2019.

Date

Place

**Principal and Dean
ASPEE College of Horticulture and Forestry
Navsari Agricultural University
Navsari**