



GENERAL CONDITIONS

Baharagora College, Baharagora is a constituent unit of Kolhan University, Chaibasa, and Jharkhand. Institute will impart under Graduate Programmes in Arts, Science and Commerce, Post Graduate programme in Arts and B.Ed.

1. Scope of Work: A state of the art and well stocked college is being set up to meet the academic needs of the students and faculty. College will also need D.G. Set.

The College proposes to procure the **15 K.V. D.G. Set (1 PH) with installation** for college from interested Company/Distributors/Agencies/Firms etc., for supplying the **15 K.V. D.G. Set (1PH) with installation** as per the needs.

Accordingly Bids are invited from interested Company/Distributors Firms/Agencies fulfilling the eligibility criteria and other terms and conditions given below:

2. Eligibility Criteria: Eligibility Criteria for Bidders is as under:

- a) Should be registered with State/Central Government
- b) Should be registered with GST.
- c) Preferably empanelled with various Govt establishments/ Institutes/Libraries.
- d) Should have valid PAN Number
- e) Should be a supplier of Electronic goods and other equipments to various institutes at least for the past five years.
- f) Should have an average annual turnover of Rs 50 lakh for the last three years.
- g) Should have a sound financial standing to successfully fulfil the supply orders placed with them.
- h) The Bidders should not have been blacklisted / banned by any Government organization or Institute.

3. Documents to be submitted: The bidder shall submit following documents with Technical Bid:

- a) Copy of PAN Card in the name of Agency/ Publisher/ Firm.
- b) GST Registration Certificate.



BAHARAGORA COLLEGE, BAHARAGORA

P.O: Baharagora, East Singbhum, Jharkhand

Estd- 1969

Phone : 06594-224865

(A CONSTITUENT UNIT OF KOLHAN UNIVERSITY)

- c) Latest and valid income tax clearance certificate (ITCC) / ITR (not older than one year as on tender opening date)
- d) Latest and valid Sales Tax Clearance/ Sales Tax Return (not older than one year as on tender opening date)
- e) Name and address of bankers with satisfactory bankers report regarding tenderers financial capability for doing business worth Rs 1000000/- (Rupees Ten Lakh only) at a time.
- f) Copy of audited balance sheet along with audit report for the last three years i.e.2014-2015, 2015- 16 & 2016-17.
- g) Documents in support of at least three years experience in supply of D.G. Set to different firms, Government as well as Private. (Attach Certificates from two firms served).
- h) Tender Fees of ` 500/- (Rupees five only) in the form of Bank Draft /Cash drawn in favour of “Principal , Baharagora College, Baharagora”
- i) Earnest Money Deposit (EMD) of 2% in the form of Bank Draft/Cash drawn in favour of “**Principal, Baharagora College, Baharagora**” payable at Baharagora ;
- j) Copy of the Tender document with each page signed by the bidder as token of acceptance of the terms and conditions lay down by the Institute.
- k) Name and Address of clients to whom the D.G. set have been supplied by the Tenderer during the last three years along with copy of their supply orders. Documents in support of successful completion / fulfilment of supply orders.
- l) The Bidders should not have been blacklisted by any Government authority/ Institute/ College/ University and should provide an under taking on non-judicial stamp paper attested by a Notary in this regard.
- m) Character Certificate from Gazetted Officer from State Government/Central Government /Member of Legislative Assembly/Member of Parliament.

4. Tenders are invited under Two Bid system as detailed below.

(a) Envelope (A) should contain DD/Pay Order of ` 500/- (Rupees five hundred only) payable to “**Principal, Baharagora College, Baharagora**” towards cost of tender documents. This sealed envelope is to be super scribed as “Envelope A” Tender Fee.



BAHARAGORA COLLEGE, BAHARAGORA

P.O: Baharagora, East Singhbhum, Jharkhand

Estd- 1969

Phone : 06594-224865

(A CONSTITUENT UNIT OF KOLHAN UNIVERSITY)

(b) Envelop (B) should contain Technical Bid as per Annexure II along with Earnest Money Deposit of 2% in the form of DD (demand draft) drawn in favour **“Principal, Baharagora College, Baharagora”**. Annexure II regarding terms and conditions duly signed should be attached with Technical Bid. **The envelope should be sealed and superscribed Envelope B “Technical Bid”**.

(c) Envelope (C) duly sealed should contain Financial Bid as per Annexure III. The envelope should be sealed and superscribed as **“Envelope C-Financial Bid”**. All the envelopes i.e. Envelope A , Envelope B and Enveloped C are to be placed in the main sealed envelope superscribed as **“TENDER FOR SUPPLY OF 15 K.V. D.G. Set (1 PH)” - Due on 03th January’2018**.

5. The Tender should be accompanied by a Tender Fee of ` 500/- (Rupees five hundred only) and Earnest Money Deposit of 2% in form of bank draft in favour of **“Principal, Baharagora College, Baharagora”** payable at Baharagora. The tenders received without Tender fee or EMD will be rejected summarily.

6. Conditional offers will not be accepted.

7. All entries in the Technical bid in the proforma at Annexure II should be legible. There should be no overwriting. However, cutting, if any, in the Technical Bid must be initialled by the person authorized to sign the technical bids.

8. There should be no overwriting or cutting in the price bid. All figures should be written in both words and figures.

9. All columns in Annexure should be filled up and no column left blank. Tenders found incomplete in any respect will be rejected out-rightly.

10. The EMD is returnable to the unsuccessful bidders after award of the contract. No interest is payable on the EMD. In case of successful bidder, the EMD would be refunded only after the performance security is furnished by the successful bidders.



BAHARAGORA COLLEGE, BAHARAGORA

P.O: Baharagora, East Singbhum, Jharkhand

Estd- 1969

Phone : 06594-224865

(A CONSTITUENT UNIT OF KOLHAN UNIVERSITY)

11. The successful tenderer will have to submit performance security deposit equivalent to **5% of the contract value**. The amount will be payable through Bank Draft/Bank Guarantee/Fixed Deposit Receipt drawn in favour of **“Principal, Baharagora College, Baharagora”**. The validity of the DD/Fixed Deposit /Bank Guarantee shall be up to 30 days after the period of contract.

12. Successful bidder will be required to enter into an agreement /contract within 3 days of offer made to them by the institute. Failure to do so will result in forfeiture of EMD and Cancellation of Tender.



BAHARAGORA COLLEGE, BAHARAGORA

P.O: Baharagora, East Singhbhum, Jharkhand

Estd- 1969

Phone : 06594-224865

(A CONSTITUENT UNIT OF KOLHAN UNIVERSITY)

Annexure-I Terms & Conditions

Tender Details for Supply of 15 K.V. D.G. Set (1 PH) in the Baharagora College, Baharagora, PIN – 832101, Jharkhand.

1	Tender No	Bah/512 /17-18
2	Date of issue of Tender Documents	03.01.2018
3	Last Date of issue and Submission of Tender Document	24.01.2018 up to 1.00 PM
3	Opening Date & Time of Tender	24.01.2018 at 2.00 PM (Technical Bid) 24.01.2018 at 2.30 PM (Financial Bid)
4	Tender documents to be submitted at	Office of the Principal Baharagora College, Baharagora, East Singhbhum, Jharkhad- 832101
5	Place of opening of Tender	Baharagora College, Baharagora, East Singhbhum, Jharkhad- 832101
6	Tender Application Fee	` 500/-
7	Contract Value	Rs. 3,15,000.00 (Rupees three lacs fifteen thousand) only
7	Earnest Money Deposit	2 % of Contract Value i.e. ` 6,300/- (Rupees six thousand seven hundred only).



BAHARAGORA COLLEGE, BAHARAGORA

P.O: Baharagora, East Singhbhum, Jharkhand

Estd- 1969

Phone : 06594-224865

(A CONSTITUENT UNIT OF KOLHAN UNIVERSITY)

1. Tender Validity

Tender shall remain open for acceptance for a period of 15 days from the date of Tender opening/extended date of opening (if any). Tenders offering shorter validity will be rejected.

2. Purchaser:

The Principal, Baharagora College, Baharagora, East Singhbhum, Jharkhand.

3. Tenders Eligibility And Qualifications:

The Tenders shall furnish the documents indicated in Para-3 of the "General Conditions" establishing their eligibility to tender and qualification to perform the contract if its tender is accepted.

4. Earnest Money Deposit:

- a) Tenders shall furnish along with their tender Earnest Money Deposit of 2% in the form of crossed Demand Draft in favour of Principal, Baharagora College, Baharagora. Failure of any tenderer to furnish required earnest money deposit along with his tender will result into the rejection of his tender.
- b) Successful bidders will be required to deposit Tender Security Amount in the form of DD/TDR/Bank Guarantee in the name of Principal, Baharagora College, Baharagora with validity up to 30 days after expiry of contract period. The tender security is required to protect the purchaser against risk of tenderer's conduct which would warrant the security forfeiture.
- c) EMD of the Successful bidder will be forfeited in case the tenderer withdraws his tender or impairs or derogates from the tender in any respect during the period of tender validity as specified by the purchaser, and / or in the case a successful tenderer; fails to sign the contract, or fails to furnish performance security.



BAHARAGORA COLLEGE, BAHARAGORA

P.O: Baharagora, East Singhbhum, Jharkhand

Estd- 1969

Phone : 06594-224865

(A CONSTITUENT UNIT OF KOLHAN UNIVERSITY)

5. EMD in respect of unsuccessful tenderers will be discharged /returned as promptly as possible after the expiry of the period of tender validity prescribed by the purchaser but not later than 30 days of the award of contract. No interest is payable on the tender security amount.

6. Details of Requirements:

Supply of 15 K.V. D.G. Set (1 PH) with installation of reputed company (as per list given in the financial Bid) on order or on approval basis.

7. Price Scheduled and Payment Terms:

- a) Tenderers should quote unit price in Annexure-III. Principal, Baharagora College, Baharagora does not bind himself to accept any bid (in term of unit price) if it is unreasonable and also reserves the right of rejecting all or any of the tenders without assigning any reason.
- b) Bill/Invoice in triplicate in the name of Principal, Baharagora College, Baharagora along with a pre-receipt with revenue stamp and signature of authorized signatory should be sent after supplying the materials. Full payment against supplies will be released only after the supply has been received in good condition to the entire satisfaction of purchaser.
- c) Tax Deducted on Income Tax/Sales Tax/ other tax and levy will be deducted as per Government of India /Government of Jharkhand order.
- d) Bill/Invoice should bear the certificate from the supplier to the effect that the 15 K.V. D.G. Set (1 PH) is the latest model and that the prices have been charged correctly in accordance with the latest model or importer/distributors invoice. Copy of such Price lists/invoices/catalogues should be submitted along with the bills.

8. Terms of Delivery:

Free delivery at Baharagora College, Baharagora, , (Jharkhand)

9. Delivery Period:



- (a) 15 K.V, D.G. Set will be procured on standing order basis and therefore should be supplied as soon as possible or made available in the market but not later than 10 days after their availability in the market.
- (b) 15 K.V, D.G. Set received on approval basis will be finalized within 15 days of the receipt in Baharagora College, Baharagora, .
- (c) 15 K.V, D.G. Set against all supply orders (except standing orders) placed by Baharagora College, Baharagora will be supplied within 10 days of placement of supply order.

11. Penalty Clause:

- a) **For delay-** if the supplier failed to supply of 15 K.V, D.G. Set as ordered to them within the time period specified in the contract, the purchaser shall deduct from contract price a sum equivalent to 0.5 percent of the price of delayed items for each week of delay or part thereof until actual delivery; up to a maximum of 10% (ten percent). In case the delay is more than 24 weeks, the purchaser may consider termination of the contract.
- b) **Termination for default:**
The purchases may, without prejudice to any other remedy or breach of contract, by written notice of default sent to the supplier, terminate the contract in whole or part, if the supplier fails to deliver any or all goods ordered to him within the time period specified in the contract, or if the supplier fails to perform other obligation(s) under the contract. In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate undelivered 15 K.V, D.G. Set and similar items etc and the supplier shall be liable to pay for any excess costs incurred for such goods. However, the supplier shall continue performance of the contract to the extent not terminated.
- c) **Force majeure**
The supplier shall not be liable for (A) and (B) above, if its delay in performance or other failure to perform its obligations under the contract is the result of an event of force majeure (meaning an unforeseen event beyond the control of the supplier and not involving the supplier's fault or negligence). Such events may include, but are not restricted to, acts of



BAHARAGORA COLLEGE, BAHARAGORA

P.O: Baharagora, East Singhbhum, Jharkhand

Estd- 1969

(A CONSTITUENT UNIT OF KOLHAN UNIVERSITY)

the purchaser either in its sovereign or contractual capacity, natural calamities, wars, fires, floods, epidemics, quarantine restrictions and freight embargoes. The supplier shall promptly notify the purchaser in writing of such conditions and the causes thereof.

12. Inspection:

15 K.V, D.G. Set will be accepted only after the inspection at the Baharagora College, Baharagora, by the committee authorized by: **The Principal, Baharagora College, Baharagora,**

13. Tenderers are required to comply with the above requirements and submit their Technical and Financial Bids complete in all respects along with documents mentioned at **Para-3 of the "General Conditions"** by the due date and time in sealed cover superscribing, "TENDER FOR 15 K.V, D.G. Set with installation, TENDER NOTICE NO. Bah/512/17-18".- Due 03rd January 2018.

14. Rejection of Tenders:

The Principal, Baharagora College, Baharagora reserves the right to accept or reject any/all tenders without assigning any reasons, thereof;

The Technical Bids without Tender fee and Earnest Money Deposit (EMD will be rejected.

The tendering firms should not have been blacklisted by any Government Organization/Institute; and should provide an undertaking on a non judicial stamp paper duly attested by a Notary. Tenders of Blacklisted/banned tenderer will not be considered. (Performa Enclosed)

15. Late Tenders:

Any tender received by the purchaser after deadline for submission of tenders prescribed by the purchaser, will not be accepted and not considered.

16. Modification and Withdrawal of Tenders:



BAHARAGORA COLLEGE, BAHARAGORA

P.O: Baharagora, East Singhbhum, Jharkhand

Estd- 1969

Phone : 06594-224865

(A CONSTITUENT UNIT OF KOLHAN UNIVERSITY)

Modifications or withdrawal of tenders will be permitted provided that a written notice of the modifications or withdrawal is received by the purchaser prior to the deadline prescribed for submission of tenders.

- 1) The tenderers should submit modification or withdrawal notice in a sealed cover, duly marked, in accordance with the provisions of tender notice. A withdrawal notice may also be sent by email or Fax followed by a signed confirmation copy by post/ by hand so as to reach the Principal, Baharagora College, Baharagora, not later than the deadline for submission of tenders.
- 2) No modification or withdrawal will be allowed after the deadline set for submission of tenders.
- 3) No tender may be withdrawn in the interval between the deadline for submission of tenders and the expiry of the period of tender validity. Withdrawal of a tender during the interval may result in the tenderer's forfeiture of its EMD or Performance Security deposited by the tenderer.

17. Tenders not meeting any/all of the aforesaid requirements(s) shall be rejected.

18. Principal, Baharagora College, Baharagora reserves the right to reject any or all tenders at any time prior to award of the contract without assigning any reason.

19. Principal, Baharagora College, Baharagora reserves the right to cancel the entire tendering process at any stage, before awarding the contract. Institute will not incur any liability to the effected renderers or any obligations on this account on any grounds or/ and purchaser's action.

Principal, Baharagora College, Baharagora is not bound to inform the reasons for his action to the affected tenderer.

20. **Evaluation of Tenders:** As per norm

21. **RESOLUTION OF DISPUTES**



BAHARAGORA COLLEGE, BAHARAGORA

P.O: Baharagora, East Singhbhum, Jharkhand

Estd- 1969

Phone : 06594-224865

(A CONSTITUENT UNIT OF KOLHAN UNIVERSITY)

In case of any dispute or difference arising between supplier and purchaser relating to any matter arising out of or connected with the contract, attempt will be made to mutually resolve such dispute or difference. In case any dispute or difference is not resolved, matter shall be referred to the sole Arbitrator duly appointed by the Principal, Baharagora College, Baharagora. The award of the arbitrator shall be binding on the parties concerned. The legal jurisdiction for any matter related to this tender will be in the jurisdiction of Civil Court, Ghatsila, Jharkhand

Annexure II
Proforma of Technical Bid
(To be placed in a separate sealed cover Envelope B)

- 1. Name of Tendering Company/Firm/Agency:**
- 2. Names of Owners/Partners/Directors :**
- 3. Full particulars of Office**
 - (a) Address**
 - (b) Telephone / Mobile No**
 - (c) Fax No.**
 - (d) E-mail address**
- 4. Full particulars of the bankers of Company/Firm/Agency, with full address/telephone number**
- 5.**
 - (a) Name of the Bank**



BAHARAGORA COLLEGE, BAHARAGORA

P.O: Baharagora, East Singhbhum, Jharkhand

Estd- 1969

Phone : 06594-224865

(A CONSTITUENT UNIT OF KOLHAN UNIVERSITY)

(b) Address of the Bank

(c) Telephone No.

(d) Fax No

(e) E-mail address

6. Registration details:

(a) Registration with Govt.(give details registration No., authority etc

(a) GST

(b) PAN

(c) Any other License held (import/trade license give details)

7. Details of Tender Fee

(a) Amount (Rs.)

(b) DD/PO No. and date

(c) Drawn on Bank

(d) Valid up to

8. Details of Earnest Money Deposit

(a) Amount(Rs)

(b) DD/PO No.

(c) Drawn on Bank

(d) Valid up to



BAHARAGORA COLLEGE, BAHARAGORA

P.O: Baharagora, East Singhum, Jharkhand
Estd- 1969

Phone : 06594-224865

(A CONSTITUENT UNIT OF KOLHAN UNIVERSITY)

9. Annual Turnover of the firm for last 3 years (duly certified by the CA) 2014-15

2015-16

2016-17

10. Successful Supplies made during last three years

Documents enclosed with Technical Bid (Please see Para-3 of the „General Conditions). Additional sheet may be attached to give details which should also be signed.

Signature of Owner/
Managing Partner/Director of the Firm/
Authorized Signatory

Date:

Place:

Name:

Firm's Seal:

Address / Ph.No.

Annexure-III Financial Bid

Performa to be used for Financial Bid for supply of 15 K.V. D.G. Set (1 PH)
(In sealed envelope C)

1. Name of Bidder :
2. Address :
3. . Tel. No/Mobile No :
4. Fax No :
5. E-Mail :

ANNEXURE-‘III.A’
TECHNICAL SPECIFICATIONS OF ‘15 K.V. D.G. SET (1 PH)’

**BAHARAGORA COLLEGE, BAHARAGORA**

P.O: Baharagora, East Singbhum, Jharkhand

Estd- 1969

Phone : 06594-224865

(A CONSTITUENT UNIT OF KOLHAN UNIVERSITY)

(ON THE LETTER HEAD OF THE BIDDER)

Sl. No	Name of the Equipment	Specifications	Qty (Nos)

ANNEXURE-‘III.B’**TECHNICAL COMPLIANCE OF ‘15 K.V. D.G. SET (1 PH)’****(ON THE LETTER HEAD OF THE BIDDER)**

Sl. No	Name of the Equipment	Specifications	Whether meet the requirement (Yes/No)	Quoted Model Specifications

ANNEXURE-‘E’**PRICE BID****(ON THE LETTER HEAD OF THE BIDDER)**

Sl.No	Description of Item with Specifications	Qty (No)	Unit (Price)	T/Price (in Rs.)	
				In Figures	In Words
	Make				
	Model.....				

NOTE:

- Unit price offered for be mentioned if not same
- Free Annual Maintenance be mentioned



BAHARAGORA COLLEGE, BAHARAGORA

P.O: Baharagora, East Singbhum, Jharkhand

Estd- 1969

Phone : 06594-224865

(A CONSTITUENT UNIT OF KOLHAN UNIVERSITY)

- c. Free Demo be mentioned
- d. Free Installation be mentioned
- e. Free Orientation to staff /student to be mentioned.
- f. Bidders should submit recent catalogue of 15 K.V. D.G. SET (1 PH) which they can readily supply. d) Bidders may add name of manufacturers not listed above but dealing with publications covered under scope of work (ref Para- 1 of General Conditions)

Signature of Owner/Managing
Partner/Director of the Firm/ Authorized
Signatory

Date:

Place:

Name:

Firm's Seal:

Address/Ph.No.

ANNEXURE-‘C’

SELF AFFIDAVIT REGARDING BLACKLISTING/ NON- BLACKLISTING FROM TAKING PART IN GOVT.TENDER BY DOT/GOVT. DEPT

I / We Proprietor/ Partner(s)/ Director(s) of M/S.
----- hereby declare that the firm/company namely
M/S.-----has not
been blacklisted or debarred in the past by **Baharagora College, Baharagora**
or any other Government organization from taking part in Government tenders.

Or

I / We Proprietor/ Partner(s)/ Director(s) of M/S.
----- hereby declare that the firm/company namely
M/S.-----was



BAHARAGORA COLLEGE, BAHARAGORA

P.O: Baharagora, East Singbhum, Jharkhand

Estd- 1969

(A CONSTITUENT UNIT OF KOLHAN UNIVERSITY)

blacklisted or debarred by **Baharagora College, Baharagora** or any other Government Department from taking part in Government tenders for a period of ----- years w.e.f.-----.

The period is over on-----and now the firm/company is entitled to take part in Government tenders. In case the above information found false I/We are fully aware that the tender/ contract will be rejected/cancelled by **Baharagora College, Baharagora**, and EMD/SD shall be forfeited. In addition to the by **Baharagora College, Baharagora** will not be responsible to pay the bills for any completed/ partially completed work

Signature

Name.....

Capacity in which assigned:

Name & address of the firm:

Date:

Signature of Bidder with seal

Signature (in ink, with date) & Seal of Bidder/Tenderer