



جامعة عليا

# Aliah University

(A UGC & AICTE approved autonomous Institution under the Department of Minority Affairs and Madrasah Education, Govt. of West Bengal)

IIA/27, New Town, Rajarhat, Kolkata – 700 156, West Bengal

Ph - 91- 8902064038; Web: [www.aliah.ac.in](http://www.aliah.ac.in)

## NOTICE INVITING TENDER

Ref No **03/AU/REG/NIT/17-18**

Date: 08/06/2017

**Sub: Sealed Tenders are invited from the bonafide and resourceful Contractors/Service Providers/Agents for supply of Floor & Wall tiles in the Canteen at New Town Campus of Aliah University.**

Aliah University, Kolkata a Premier Educational Institute under the Minority Affairs and Madrasah Education Department, Government of West Bengal, invites **Sealed Tenders from the bonafide and resourceful Contractors/Service Providers/Agents for Electrical supply of Floor & Wall tiles in the Canteen at New Town Campus at Aliah University.** The tentative quantity of the required items along with technical configuration of each items are mentioned at Annexure separately. Aliah University is looking for interested bidders who have experience in supplying of such materials.

NIT document will be downloaded from **Website** of Aliah University, <http://www.aliah.ac.in>.

**Filled-in applications with all credentials & other related documents with mentioning NIT Notice No on the above of Sealed Envelop** must be submitted on or before **16/04/2017** at 3 PM at the **Office of the Registrar, Aliah University, IIA/27, New Town, Kolkata- 700156, West Bengal, India** by Speed-post/registered Post/by hand. Incomplete applications or applications received after the last date of submission will not be considered.

### **Scope of Work:**

In this regard NIT has been invited in two fold basis i.e. Technical Bid and Financial Bid.

Interested bidders are requested to provide their Quotes following the format in **Annexure- II in their official letter heads along with signed Compliance Statement and Price Bid (Annexure- III).**

### **i. Annexure I: General Terms & Conditions**

### **ii. Annexure II: Technical Bid Application Format, Compliance Sheet and**

Sl.	Schedule	Date & Time
1	Date of uploading of NIT (Publishing Date) at Aliah University Website	08/06/2017 at 03 PM
3	Bid submission start date	09/06/2017 at 03 PM
4	Bid Submission closing	16/06/2017 at 03 PM
5	Techno Commercial Bid opening date the O/o The <b>Registrar, Aliah University, New Town</b>	16/06/2017 at 04 PM

The University retains the right to cancel any of the items at a later date after the contract is awarded. The University at its own discretion may cancel any or all the bids without assigning any reason thereof. For any information in this regard please Email: [registrar@aliah.ac.in](mailto:registrar@aliah.ac.in) and copy to [store&purchase@aliah.ac.in](mailto:store&purchase@aliah.ac.in)

Registrar  
Aliah University,

## **ANNEXURE I: GENERAL TERMS & CONDITIONS**

1. The work must be start within 10 days if issuing work order
2. Security Deposit 10% to be deducted from the bill & same will be refunded after satisfactorily completion of Defect Liability Period. Defect Liability Period for the products must be for 1 years.
3. All necessities cables and adapters for functioning of the equipments to be supply along with the Work
4. The prices quoted should be in Indian Rupees and should include all Taxes, VAT, Central Excise, Service Tax, customs Duty if any, packing freight to destination, Insurances and levies and should be for delivery and fixing at designated places at Aliah University. The bidders are required to quote for each item separately in terms of basic price and all other charges. Prices can be quoted in Indian Currency only (□).
5. If any part of the service in respect of the work assigned and undertaken by you not rendered/delivered in time, Aliah University shall be entitled to levy and recover liquidated damages/ penalty at 1% per week or part thereof the delay/ default, subject to 5% maximum, on the payment due to the agency/contractor for the particular stage. Any delay beyond scheduled dates may attract higher penalty to be decided by the Aliah University
6. All disputes are subject to exclusive jurisdiction of competent Court and Forum in Kolkata, India only.
7. Any dispute arising out of this contract shall be referred to the Registrar, Aliah University, and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an Arbitrator, who should be acceptable to both the parties, to be appointed by the Vice-Chancellor of the University. The decision of such Arbitrator shall be final and binding on both the parties.
8. Payment terms: 100% payment will be released within (30) days only after successful delivery of the supplied items duly certified by the concern authority. No advance payment or payment against Performa invoice will be made. Payment will be made after receipt, inspection, and installation/testing. The payment will be made by RTGS / FUND Transfer mode only. Advance payment not allowed. **Hence, following information must be clearly written in the Price Bid for RTGS / FUND TRANSFER:**
  - A. Name of the Firm with complete postal address
  - B. Name of the Bank with Branch where the Account exist
  - C. IFSC CODE
  - D. ACCOUNT No
  - E. PAN No
9. The Tenders are liable to be rejected if the fore going conditions are not complied with. The bid should be complete in all respects and duly signed wherever required. Incomplete and unsigned offer will not be accepted.
10. The categories of items and quantity indicated in the Tender Document are tentative. Aliah University (AU), however, reserves the right to increase or decrease the quantity or delete some or all of the items depending on the needs of the AU and availability of funds without assigning any reasons.
11. The products asked for should be of very high standard and of reputed brand.
12. **Experience** of at least **One (1)** nos similar works in renowned Central or State Government Departments/Technical institutes/Training or Educational Institute/Universities in India.
13. An undertaking should be given stating therein that the Firm has not been **debarred or penalized or blacklisted** for any reason and consequently thrown out of work by any Government Department.

**Annexure II : Technical Bid Application Format**  
**(Please attach all relevant documents)**

To  
 The  
 Registrar  
 Aliah University  
 IIA/27, New Town,  
 Kolkata-700 156

**Sub: NIT for Supply of Floor & Wall tiles in the Canteen and Lifts of New Town Campus of Aliah University.**

Ref: - \_\_\_\_\_N.I.T. No .....dated .....

Sir,

**1. ABOUT THE ORGANIZATION**

1.1	Name of the Organization	
1.2	Name of Authorized Person	
1.3	Registered Office Address with telephone no. & email address	
1.4	Authorized Service Station Name, address, contact person name, phone number, e-mail	

**2. TECHNICAL DOCUMENTS**

2.1	Company Registration No./Trade License No./Partnership Deed No. (Photocopy Required to Be Submitted along with NIT)	
2.2	PAN Registration No (Photocopy Required to Be Submitted along with NIT)	
2.3	VAT Registration No (Photocopy Required to Be Submitted along with NIT)	
2.4	Service Tax Registration No. (Photocopy Required to Be Submitted along with NIT)	
2.5	Not Blacklisted Self Certification need to be attached	
2.6	<b>Dealership certificate</b> on the offered products from OEM in case of dealer/s;	
2.7	Experience of supplying similar materials any Central or State Government Organization (At least one)	

**3. EXPERIENCE**

3.1 **Experience** of at least **One (1)** nos similar works in renowned Central or State Government Departments/Technical institutes/Training or Educational Institute/Universities in India

S	Name and Address of Central / State Government Organization / Autonomous Institution / University	Equipment/Instrument Supplied	Cost	Supporting Document like Work order/ Money Receipt.

**4. TRANSPARENCY AND DELIVERABLES**

4.1	Please Indicate the delivery period of items.	
4.2	An undertaking should be given stating therein that the Firm has not been debarred or penalized for any reason and consequently thrown out of work by any Government Department.	
4.3	The bidder should clearly indicate the availability of service and maintenance facilities	

	at New Town, Kolkata for the items quoted.	
4.4	Self Declaration to provide evidence about bank solvency	
4.6	Bank Details	A. Name of the Firm with complete postal address B. Name of the Bank with Branch where the Account exist C. IFSC CODE D. ACCOUNT No E. PAN No

**COMPLIANCE STATEMENT CUM PRICE BID:**

Para of Quotation Enquiry Specification of Items Offered	Quantity	Compliance to Quotation specification whether yes or no	<b>RATE</b> Inclusive of all Taxes, VAT, Central Excise, Service Tax, customs Duty if any, packing freight to destination, Insurances and levies and should be for delivery & warranty & <b>Installation Charges</b>
1	2	4	
Supply of <b>Floor Tiles</b> for <b>CANTEEN</b> 600 x 600 mm full body Endurance Cherry, Double Charge Vitrified Tiles <b>85 x 26 = 2210 sq.ft.</b>	<b>143 Boxes</b>		

**Sample Picture of desired Product**



Supply of <b>Wall Tiles</b> for <b>CANTEEN</b> 600 x 600 mm full body Endurance Cherry, Double Charge Vitrified Tiles <b>46 x 16 = 736 sq.ft</b>	<b>48 Boxes</b>		
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**Sample Picture of desired Product**



I/We agree to supply the above goods/equipment/products in accordance with the technical specifications for a total contract price of Rs.....( Amount in figures) ( Rupees .....amount in words) within the period specified in the invitation for NIT. We confirm that the normal commercial warranty/guarantee of mentioned in this Quotation shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the invitation letter.

Signature of the Bidder  
Name \_\_\_\_\_  
Designation \_\_\_\_\_  
Seal

Date \_\_\_\_\_

**Ref. NO:** 03/AU/REG/NIT/17-18

**Dated:** 08/06/2017

Copy to:

1. Notice Board at New Town Campus, IIA/27, New Town, Rajarhat, Kolkata – 700 156
2. Notice Board at Park Circus Campus, 17, Gora Chand Road, Kolkata – 700 014
3. Notice Board at Main Campus, 21, Haji Md. Mohsin Square, Kolkata – 700 016
4. **Website:** <https://www.aliah.ac.in>
5. Guard File

Registrar