



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

NOTICE INVITING TENDER

Ref No **01/AU/REG/NIT/17-18**

Date: 11/05/2017

Sub: Sealed Tenders are invited from the bonafide and resourceful Contractors/Service Providers/Agents for Electrical Work at Design Lab (Computer Lab) of Department of Mechanical Engineering at 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 Work at Design Lab (Computer Lab) of Department of Mechanical Engineering 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 above type of instruments.

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 **25/05/2017** 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**
- iii. Annexure III : Price Bid**

Sl.	Schedule	Date & Time
1	Date of uploading of NIT (Publishing Date) at Aliah University Website	11/05/2017 at 02 PM
3	Bid submission start date	15/05/2017 at 12 PM
4	Bid Submission closing	25/05/2017 at 3 PM
5	Techno Commercial Bid opening date the O/o The Registrar, Aliah University, New Town	25/05/2017 at 4 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 and copy to store&purchase@aliah.ac.in

Registrar
Aliah University,

ANNEXURE I: GENERAL TERMS & CONDITIONS

1. The work must be start within 7 days if issuing work order
2. Security Deposit 10% to be deducted from the bill & same will be refunded after satisfactorily completion of warranty period. Guaranty/Warranty period for the products must be for 2 years
3. CMC for a period of 3 years after expiry of warranty
4. All necessaries cables and adapters for functioning of the equipments to be supply along with the Work
5. 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 (□).
6. 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
7. All disputes are subject to exclusive jurisdiction of competent Court and Forum in Kolkata, India only.
8. 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.
9. Payment terms: 100% payment will be released within (30) days only after successful installation and commissioning 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
10. 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.
11. 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.
12. The products asked for should be of very high standard and of reputed brand.
13. **Experience** of at least **One (1)** nos similar works in renowned Central or State Government Departments/Technical institutes/Training or Educational Institute/Universities
14. **Annual Turnover** should be equal or more than Rs. 2 Lakh Per Annum
15. 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: **Electrical Work at Design Lab (Computer Lab) of Department of Mechanical Engineering at Aliah University.**

Ref: - _____N.I.T. Nodated

Sir,

Having examined the N.I.T documents, I /we hereby submit all the necessary information and relevant documents for evaluation.

The application is made by me / us on behalf of
 in the capacity.....

duly authorized to submit the order. The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for Application and for completion of the contract documents is attached herewith. We are interested in bidding for the work(s) given in Enclosure to this letter.

We understand that:

- 1) NIT Inviting & Accepting Authority can amend the scope & value of the contract bid under this project.
- 2) NIT Inviting & Accepting Authority reserve the right to reject any application without assigning any reason.

1. ABOUT THE ORGANIZATION

1.1	Name of the organization (In Block Letters)	
1.2	Registered Office Address with telephone no. & email address	
1.3	Status of the Organization Proprietary/ Partnership/ Pvt. Ltd./ Public Ltd. Company	
1.4	Name & address of Chief Executive/ Proprietor	
1.5	Day to day correspondence Office Address (with telephone no. & email address)	
1.6	Letter Regarding Authorized Person competent for bidding should be attached herewith	

2. TECHNICAL DOCUMENTS

2.1	Company Registration No./Trade License No./Partnership Deed (if any) (Please attach documentary evidence)	
2.2	Photocopy of Company Registration /Trade License/Partnership Deed (if any) (Please attach documentary evidence)	
2.3	PAN Registration No (Please attach documentary evidence)	
2.4	I.T. Returns for the Assessment Years 2015-16, 2014-15 and 2013-14	
2.5	Electrical Contractor's License (Please attach documentary evidence)	
2.6	VAT Registration No (Please attach documentary evidence)	
2.7	VAT Return For 2015-16 (Please attach documentary evidence)	
2.8	Service Tax No	

	(Please attach documentary evidence)	
2.9	Service Tax Return For 2015-16 (Please attach documentary evidence)	
2.10	Competent electrical supervisor and workman having relevant license. (Please attach documentary evidence)	
2.11	Bio-Data of electrical supervisor and workman having relevant license.	

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			
Sl	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	
4.5	Declaration regarding annual turnover is more than/ equal to 2 lakh per annum	
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:

Para of Quotation Enquiry Specification of Items Offered	Quantity	Compliance to Quotation specification whether yes or no	In case of noncompliance Deviation from quotation specification to be indicated in unambiguous term.
1	2	4	5
Supplying with all complete connection 4 cores 16 sq.mm. Copper cable, of Main distribution to TPND B Make -Gloster / Havells / KEI/Finolex	60 mtrs		
Supply 4 sq.mm copper Earth Wire of Main distribution to TPND B (Make- Havells / Finilex / KEI)	1 Coil		
2.5 sq.mm. 1core copper wire.MCB DB to plug board for computer wiring. (Make- Havells / Finolex / KEI)	14 Coils		
Earth wire of 1sqmm. (MCB DB to plug board for computer wiring each. Make -Havells / Finolex / KEI)	6 Coils		
Supply of 63A 4pole Isolators / MCB incomer and outgoing Havells make for	2 Pcs		

computer wiring etc. as required.			
Supply of 6 Way TPN MCB Box (Havells) for computer wiring etc. as required.	01 Pcs		
Supply of single pole 16/20A MCB (Havells) for computer wiring etc. as required.	12 Pcs		
Supply of 20 pcs, 1 ½" & 7 pcs 2" casing, flexible pipe 1 ½" 1 bundle wooden goli 2 pkt. , PVC tape 6 pcs. 1" Screw 3 pkt., etc.(Note: many mislenious items which are not mentioned in the schedule ,& Quantity of casing & pipe will be needed more)	01 Job		
Supply of Modular Plate and Switch, Socket for computer board etc. as reqd. (Make –Havells Coral/ Crabtree)			
a) 6 Modular plate	60 Pcs		
b)5A Switch	120 pcs		
c) 5A socket 224pcs for computer board	120 pcs		
Labour charges for total wiring & complete connection etc. as required.	1 Lump sum		

Certify that all above information are correct to the best of my/our information, knowledge and belief.

Signature of the Bidder

Date

Name _____
 Designation _____
 Seal

List of Documents enclosure:-

Annexure – III

Price Bid

Reference No: - 01/AU/REG/NIT/17-18

Date: 11/05/2017

Para of Quotation Enquiry Specification	Quantity	RATE Inclusive of all Taxes, VAT, Central Excise, Service Tax, customs Duty if any, Insurances and levies and should be for delivery and fixing
Supplying with all complete connection 4 cores 16 sq.mm. Copper cable, of Main distribution to TPNDDB Make –Gloster / Havells / KEI/Finolex	60 mtrs	
Supply 4 sq.mm copper Earth Wire of Main distribution to TPNDDB (Make- Havells /Finilex / KEI)	1 Coil	
2.5 sq.mm. 1core copper wire.MCB DB to plug board for computer wiring. (Make- Havells / Finolex / KEI)	14 Coils	
Earth wire of 1sqmm. (MCB DB to plug board for computer wiring each. Make –Havells / Finolex / KEI)	6 Coils	
Supply of 63A 4pole Isolators / MCB incomer and outgoing Havells make for computer wiring etc. as required.	2 Pcs	
Supply of 6 Way TPN MCB Box (Havells) for computer wiring etc. as required.	01 Pcs	
Supply of single pole 16/20A MCB (Havells) for computer wiring etc. as required.	12 Pcs	
Supply of 20 pcs,1 ½" & 7 pcs 2" casing, flexible pipe 1 ½" 1 bundle wooden goli 2 pkt. , PVC tape 6 pcs. 1" Screw 3 pkt., etc.(Note: many mislenious items which are not mentioned in the schedule ,& Quantity of casing & pipe will be needed more)	01 Job	
Supply of Modular Plate and Switch, Socket for computer board etc. as reqd. (Make –Havells Coral/ Crabtree)		
a) 6 Modular plate	60 Pcs	
b)5A Switch	120 pcs	
c) 5A socket 224pcs for computer board	120 pcs	
Labour charges for total wiring & complete connection etc. as required.	1 Lump sum	

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) (Rupeesamount in words) within the period specified in the invitation for NIQ. 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. We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of the Bidder

Name _____

Designation _____

Seal

Date _____

Ref. NO: 01/AU/REG/NIT/17-18

Dated: 11/05/2017

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: www.aliah.ac.in**
5. The Member Secretary, West Bengal Minorities' Commission.
6. The Secretary, West Bengal Board of Madrasah Education.
7. The Secretary, West Bengal Urdu Academy, 75/2 R.A.Kidwai Road, Kolkata-16
8. The General Manager, Minorities' Development & Finance Corporation, Salt Lake, Sector-1, Kolkata.
9. The Chief Executive Officer, Board of Wakfs, West Bengal, 6/2, Madan St., Kolkata-72
10. The Executive Officer, West Bengal State Haj Committee.
11. The Secretary, West Bengal Madrasah Service Commission.

Registrar