



**LIMITED TENDER NOTICE**

**Reference No.:158**

**Date:** 01/07/2021

**Limited Tender Notice for Supply and installation of 3 Nos of 2 ton Ac and 1 No of ton Ac at various location of Sikkim University.**

Bids are invited from eligible and authorized agencies for the **Supply and installation of 3 Nos of 2 ton Ac and 1 No of ton Ac at various location of Sikkim University** as per the details given below:

Sl. No.	PARTICULARS	Specifications/Accessories	Quantity
1	2 Ton 3 to 5 Star Split Inverter AC	I. Brand- Voltas/Blue star or Equivalent II. Type- Split III. Capacity in Tons-2 Ton IV. Star Rating-3 to 5 Star BEE Rating V. Hot and Cold	3 Nos
2	1 Ton 3 to 5 Star Split AC	I. Brand- Voltas/Blue star or Equivalent II. Type- Split III. Capacity in Tons-1 Ton IV. Star Rating-3 to 5 Star BEE Rating	1 Nos

**Terms and Conditions**

- The product should be of reputed make and model.
- The following documents are to be submitted for the work.
  - The technical documents required shall be as follows:
    - Annexure I (Company Profile and fee details)
    - Annexure II (Technical bid with item details and eligibility fulfillment)
    - Scanned copy of NEFT transaction details of Tender fee and EMD payment
    - Company registration certificate.
    - Company PAN Card and G.S.T details
  - The financial documents required shall be as follows:
    - Annexure III BoQ – (Financial Bid in prescribed format)
- An amount of Rs. 1,000/- for Tender fees should be remitted in the form of NEFT to the account details mentioned below:
  - Account Holder's Name : Sikkim University
  - Account No : 112010100231541
  - Account Type : Savings Account
  - IFS CODE : UTIB0000112
  - MICR CODE : 737211002
  - Branch : Gangtok
  - Bank Name : Axis Bank Pvt Ltd
- The sealed envelope containing the price quotation should be addressed (Executive Engineer), Engineering Cell, Sikkim University, 6<sup>th</sup> Mile Tadong and it should reach the University on or before 15/07/2021

The bidder registered with Micro and small scale enterprises (MSEs) are exempted from submitting bid security/EMD based on guide line issue by department of Micro, small and medium Enterprises. (MSME). If EMD and Application fees are claimed for exemption then the relevant MSME certificate supporting the exemption claim may be uploaded along with the online tender document with Annexure I.

**Bidders not registered with MSME in relevant category must submit Bid Security Declaration form as mentioned in clause no. 8.**

5. The delivery of goods would be done at the risk and cost of the supplier and all products delivered would be approved only after the examination of the same is done by the concerned department of the University.
6. The rate should be quoted including all costs such as labour charges, materials, GST, transportation SNT etc. No other extra charges will be entertained under any circumstances over and above the total cost quoted in the financial bid.
7. The point of delivery and installation is as follows: 1 VC office, VC resident, and Library building. Inspection of the delivered goods will be done by Engineering.
8. Bid Security/Earnest Money Deposit: - Bidder is not required to submit any Bid Security as per the Government Office Memorandum No F.9/4/2020-PPD dated 12<sup>th</sup> November,2020. However, bidder should submit the Bid Security Declaration form on the firm's letter head.
9. All support related to maintenance and service should be onsite during the warranty period.
10. The supplier should provide the certificate of originality at the time of delivery of the goods.
11. The items should be supplied within 30 days of receiving of the supply order failing which delay penalty will be charged @ 1% per week subject to a maximum of 10% will be charged on the total project cost.
12. a) Payment will be made after successful delivery, installation and inspection of the goods.  
b) Performance security shall be retained @ 3% of purchase order value for minimum period of 60 days beyond the date of competition of all purchase obligations of the supplier including warranty obligations.
13. Arbitration of all disputes related to the procurement, delivery and service of the goods would be done in the Gangtok jurisdiction, Sikkim.
14. The Registrar, Sikkim University, has the power to reject any tender or all tender or extend the date of opening of tender without citing any reasons. Decision of The Registrar, Sikkim University will be final and binding to all tenderers.

**Sd/-  
Registrar**

**Note: All page(s) of Annexure I, II and III have to be printed in official letter head and have to be duly signed and stamped by the authorized signatory.**

**Annexure-I**

**COMPANY PROFILE AND FEE DETAILS**

**Supplier's Ref. No..... Dated.....**

**Tender Reference No: .....Dated: ..../.../2021**

**FOLLOWING DETAILS ARE TO BE FURNISHED BY THE BIDDING FIRM**

1. Name of the Firm:
2. Address of the Firm:
3. Contact no:
4. Email address:
5. Registration details:
6. Permanent Account Number:
7. G.S.T number :
8. Bank Account details including Account Number, Bank name, Branch name & IFSC code:
  
9. Tender fee details – Name of Bank .....
- NEFT No. .... Date: .....
- Amount.....

**Declaration:**

I/We hereby declare that I/We have read & understood all the terms & conditions mentioned in the Open Tender notice and I/We undertake myself/ourselves to abide by them.

I/We further, declare that all the information given above is true.

**Name:**

**Designation:**

**[Official Seal with authorized signature]**

**Place:**

**Date:**

**TECHNICAL BID**

**in respect to**

**Tender Notice for** .....

**Supplier's Ref. No.**..... **Dated**.....

**Tender Reference No.**.....**Dated:** .../.../2021

**FOLLOWING DETAILS ARE TO BE FURNISHED BY THE BIDDING**

**FIRM**

**Table 1: Product Make and Model**

<b>Sl. No.</b>	<b>PARTICULAR</b>	<b>Quantity</b>	<b>Quoted product Make / Model</b>
1	2 Ton 3 to 5 Star Split Inverter AC	3nos	
2	1 Ton 3 to 5 Star Split AC	1 no	

**Table 2: Eligibility criteria fulfillment**

<b>Sl. No.</b>	<b>Product Eligibility criteria</b>	<b>Please state (Yes/No) against the product eligibility criteria for the products listed in Table 1.</b>
1	I. Brand- Voltas/Blue star or Equivalent II. Type- Split III. Capacity in Tons-2 Ton IV. Star Rating-3 to 5 Star BEE Rating V. Hot and Cold	
2	I. Brand- Voltas/Blue star or Equivalent II. Type- Split III. Capacity in Tons-1 Ton IV. Star Rating-3 to 5 Star BEE Rating	

**Declaration:**

I/We hereby declare that I/We have read & understood all the terms & conditions mentioned in the Open tender notice and I/We undertake myself/ourselves to abide by them. I/We further, declare that all the information given above is true and the financial bid BOQ has been quoted in compliance to the item specifications listed above in Annexure II (Technical Bid).

**Name:**

**Designation:**

**[Official Seal with authorized signature]**

**Place:**

**Annexure III**

**FINANCIAL BID FORMAT**

**Tender Inviting Authority:** Registrar, Sikkim University

**Name of the Work:**Tender Notice for .....

**Supplier's Ref. No.**..... **Dated:**.....

**Tender Reference No.:**.....**Dated:** .../.../2021

**BidderName:**.....

<b>ITEM LIST</b>						
<b>Sl. No.</b>	<b>Particulars</b>	<b>Quantity</b>	<b>Basic Rate per item to be entered by the Bidder Rs.</b>	<b>TOTAL AMOUNT (without Taxes) Rs</b>	<b>APPLICABLE TAXES Rs.</b>	<b>TOTAL AMOUNT (with Taxes) Rs</b>
	<b>a</b>	<b>b</b>	<b>c</b>	<b>d = (b x c)</b>	<b>e (of d)</b>	<b>f = (d + e)</b>
1	2 Ton 3 to 5 Star Split Inverter AC	2 nos				
2	1 Ton 3 to 5 Star Split AC	1 no				

**Name:Designati**

**on:**

**[OfficialSealwithauthorizedsignature]**

**Place:**

**Date:**

## **Bid Security Declaration Form**

Date: \_\_\_\_\_ Tender No. \_\_\_\_\_

To

The Registrar

Sikkim University

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a. have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b. having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or(ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown) in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on \_\_\_\_\_ day of \_\_\_\_\_ (insert date of signing)

Corporate Seal (where appropriate)