



# উত্তরবঙ্গ কৃষি বিশ্ববিদ্যালয়

পুণ্ডিবাড়ী,কোচবিহার,পশ্চিমবঙ্গ-৭৩৬১৬৫

UTTAR BANGA KRISHI VISWAVIDYALAYA

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□:শুভেন্দু বন্দ্যোপাধ্যায়

নিয়ামক ভারপ্রাপ্ত

Dr. Subhendu Bandyopadhyay

Registrar (Acting)

## NOTICE INVITING TENDER (NIT)

Tender Ref. No. UBKV/Est. (T&P-02)/44/2018-19 Date: 13/02/2019

Sealed Tenders are being invited under Two Bid System viz, **Part-I Technical Bid and Part II Financial Bid** from the intending reputed authorized dealers/ eligible experienced supply agencies for Supplying of **Utensils, Sports, Musical Instruments and Electronics Goods** as per attached list. Details available in University website [www.ubkv.ac.in](http://www.ubkv.ac.in)

### ➤ Tender Schedule:

•	Last date of quotation submission	:	27.02.2019 up to 2.00PM
•	Opening date of Technical bids	:	28.02.2019 at 2.30 PM
•	EMD	:	Rs. 20,000.00 by means of Demand draft from any nationalized Bank in favour of Uttar Banga Krishi Viswavidyalaya payable at Cooch Behar.
•	Details available in the websites	:	<a href="http://www.ubkv.ac.in">www.ubkv.ac.in</a>

### 1. **Submission of bids:**

Both Technical bid and Financial Bid are to be submitted concurrently duly signed by the Authorized Company personnel/Dealer/Proprietor. All papers must be submitted in English language.

### 2. **Eligibility for Quoting:**

- Original Equipment Manufacturers (OEM) or Dealers/Distributors/Agents duly authorized by the manufacturers who are able to supply the assured quantities as per requirement & have requisite qualification for meeting the requirements as per this tender are only eligible for quoting.
- Further, vendors who were declared black listed and/or insolvent by any Govt. Concern/any Institutions in the Country for particular item or items are not eligible to participate in the current tender for that item or items.
- The University reserves the right not to accept the rate even from the lowest bidder/supplier.
- The University reserves the right to accept or reject any or all tenders without giving any reason whatsoever.

### 3. **Annual Turnover Requirements:**

Vender having average annual Turn Over for last three financial years is more than Rs. 20 Lakh in India for the year 2015-16, 2016-17 & 2017-18 are eligible to participate in the Tender.

## Submission of Tenders

### 3.1 General process of submission

All the documents including addendum/ Corrigendum related to the tender uploaded by the Tender Inviting Authority form an integral part of the contract. Renderers are required to upload all the tender documents along with the other documents, as asked in the tender, through the above website within the stipulated date and time as given in the Tender. Tenders are to be submitted in two envelopes at a time, one is Technical Bid and the other is Financial Bid. The renderer shall carefully go through the documents and prepare the required documents.

4.2 **Technical details:** (Bidders must submit Technical specification along with Catalogue of the item quoted in “**Technical Details**” Envelope.

4.3 Audited Annual Accounts for last three years **2015-16, 2016-17 & 2017-18** or during the period since formation of the Firm, if it was set up in less than such 3- year period. Bidders whose accounts are not audited must submit 26AS for the above years as available in the official website of the Income Tax Department, Government of India with other documents stated below:

Sl. No.	Category	Sub-Category	Sub-Category Description
1	Certificates	Certificates	PAN Card of the Bidder
			GST Registration Certificate
			P -Tax Registration Certificate with a copy of last return
2	Company Details	Company Details 1	Trade License/Enlistment Certificate
			Registration with Registrar of Companies
			Memorandum of Articles for Limited Companies.
3	Credential	Credential 1	Copy of the purchase order for supplying Similar nature of items at least for last 2 years in an Institute of Higher Education Brief User List preferably for users in West Bengal in an Institute of Higher Education
4	Financial Information	Payment Certificate 1	Income Tax Returns submitted for the Assessment year 2015-16
			Income Tax Returns submitted for the Assessment year 2016-17
			Income Tax Returns submitted for the Assessment year 2017-18
			GST Return for last 3 months in 2018-19
5	Product Catalogue (Coloured		
6	Compliance Statement		

#### 4.4 Financial Bid

Financial Bid should contain the unit price of items on FOR destination and CIF including applicable taxes. Rate of GST also to be quoted.

### 5 TERMS & CONDITIONS:

#### 5.1 Bid Information:

- a) The rate quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- b) Partial Tender/Incomplete tenders both for Technical and Commercial aspects may subject to cancellation of tender. However, University Authority will define the Partial Tender/Incomplete Tender based on the tender evaluation status.

**6.1 Evaluation of Tender:** Firstly, Technical Bid will be evaluated and thereafter Price Bids of technically qualified bidders will be evaluated for selection of vendor.

**6.2 Award of Contract:** The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive both technically and commercially.

**6.3** The vendor should quote and be capable to supply all the necessary items as per Tender. However, the University has the right to procure a part or a whole of the tendered items.

**6.4** University enjoys the discretion to select vendor either in full or in part (item wise) for the betterment for pursuing of tender objectives.

**6.5** Bidder must provide Technical Compliance Sheet duly certified by OEM as per the Tender Specification. Any non-compliance will lead to rejection of tender.

**6.6 Credentials:** Documents of supplying similar items in last two previous years in an Institute of Higher Education must be submitted along with the tender.

**6.7 DSIR Certification:** University possesses the privilege for availing the facility of procuring items at Concessional Customs Duty and without incurring any excise duty as per DSIR certification.

**6.8 GST Exemption Certification:** University possesses the privilege for availing the facility of procuring items at Concessional GST (5%) as per the decisions taken by GST Council.

**6.9** Statutory deduction for GST and other Government taxes in the hand of the payee will be made as per the law in force.

**6.10 Time Schedule:** The supply work must be completed within 30-45 days from the date of receipt of the supply order.

**6.11 Validity of offer:** A bidder should spell out in the tender that it shall remain valid for a minimum period of one year from the date of opening of the tender and during this period, the bidder shall not be entitled to revoke or cancel its offer.

**6.12** University reserves the discretion to issue work/ supply order either in full or phase wise depending upon the requirement and selected vendor will not charge any extra amount for such supply and delivery.

**6.13 Payment Schedule:** 100% Payment will be made after delivery and satisfaction of the item.

**7.1 Performance Security:** Successful bidder should deposit Performance Security money equivalent to the 10% of the order value in the form of DD from any nationalized bank in favour of UBKV payable at Cooch Behar or suitable negotiable instruments as to be decided by the University immediately after issuing purchase order from the University. Such security will be refunded after completion of the warranty period in normal case without any accrued interest.

### **7.3 University may forfeit the Security Money (EMD) in the event of the following circumstances:**

- i. Selected bidder withdraws the bid before expiry of its validity and after receipt of the Purchase Order.
- ii. Selected bidder does not accept the order after issuing the same or fails to enter into a contract within validity period of offer.
- iii. Selected bidder fails to supply the items within the scheduled time as specified in the Purchase Order.
- iv. If before expiry of the warranty period, the supplied items break down or do not function satisfactorily due to the cause related with the item itself or for its installation and not for any reason caused by the University Authority and the supplier denies to take the responsibility to make the supplied items in order.
- v. In case of any false submission /statement by the bidder
- vi. In case of any refusal to abide by terms and conditions or refusal to enter into a written agreement as per prefixed terms and conditions.

**7.4 Quantity Changeability:** Quantity as stated in the tender document may subject to change at the time of issuing purchase order due to the fund crunch or for other valid reasons.

**7.5 Disposal of Disputes:** In case of any dispute, the University's decision will be treated as the final and conclusive. All legal actions are subject to Cooch Behar jurisdiction only.

**7.6 Conditional bid may be liable for rejection.**

### **8.1 Discretion of the University:**

- i) University may take decision about non-purchase of the said item even after selection of vendor due to its fund constraints.
- ii) University reserves the right to relax any clause as stated hereinabove for selection of responsive vender.
- iii) The Tender Selection Committee reserves the right to cancel the N.I.T. due to any unavoidable Circumstances and no claim in this respect will be entertained.

University may forfeit the Security Money (EMD)and performance security money in the event of the following circumstances:

- vii. Selected bidder withdraws the bid before expiry of its validity and after receipt of the Purchase Order.
- viii. Selected bidder does not accept the order after issuing the same or fails to enter into a contract within validity period of offer.
- ix. Selected bidder fails to supply the items within the scheduled time as specified in the Purchase Order.
- x. If before expiry of the warranty period, the supplied items break down or do not function satisfactorily due to the cause related with the item itself or for its installation and not for any reason caused by the University Authority and the supplier denies to take the responsibility to make the supplied items in order.
- xi. In case of any false submission /statement by the bidder
- xii. In case of any refusal to abide by terms and conditions or refusal to enter into a written agreement as per prefixed terms and conditions.

## Annexur-1

## Part-A: Utensils

Sl. No.	Description	Specification/Purposes	Required
01	Pressure Cocker	20 Lit. Make: Hawkins	10 Nos.
02	Dish Plates	Rectangular four Compartments(16"x10"), Bengani	200 Nos.
03	Bucket Silver	10 Lit. Good Quality	30 Nos.
04	Steel Ring Bowel	17"/11" Good Quality	30 Nos.
05	Steel Ring Bowel	12"/10" Good Quality	30 Nos.
06	Aluminium Ring Bowel	17"/11" Good Quality	30 Nos.
07	Aluminium Ring Bowel	12"/10" Good Quality	30 Nos.
08	Steel Jug	2.5 Lit with cover	100 Nos.
09	Steel Mug	1 Lit with cover	200 Nos.
10	Iron Korai	No. 20 Good Quality	10 Nos.
11	Iron Korai	No. 30 Good Quality	10 Nos.
12	Jajra	Big Size -Good Quality	20 Nos.
13	Khanta	Big Size -Good Quality	20 Nos.
14	Dabbu Hata	Big Size -Good Quality	20 Nos.

## Part-B: SPORTS GOODS

Sl. No.	Items	Specification	Quantity
01	Volley Ball	Cosco Smash/Cosco Gold Star	20 Pcs
02	Volley Ball Net	Nylon Aristrow	05 Pcs
03	Badminton Net	Nylon Aristrow	10 Pcs
04	Carom Board	Match Board (48"X48") 8 mm Synthetic high quality ply with water proof frame hardurd 4"	06 Pcs
05	Badminton Racket	Lining attack/Yonex GR 303	30 Pcs
06	Table Tennis Board	Stag Championship(Model 101)	04 Pcs
07	Cricket Ball (Tennis Ball)	Khanna Super	60 Packet
08	T T Ball	Stag	20 Pack
09	T T Bat	Stag	40 Pcs
10	Goal Keeper Gloves	Nivia	05 Pairs
11	Discuss(Small)	Standard Quality	02 Pcs
12	Weigh Machine	Standard Quality	02 Pcs
13	Foot Ball	Nivia Cosco	20 Pcs
14	Foot Ball Net	Nylon Aristrow	10 Pcs
15	Cricket Bat	SS	25 Pcs
16	Cricket Stamp Set	SS	20 Set

Sd/-

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**PART-C: MUSICAL INSTRUMENTS**

Sl. No.	Items	Specification	Quantity
01	Drum Set	Havana 5Pc Drum set with high wat, cymbol and Throne/Maxtone	06 Set
02	Processor	Nux MF x10 m lti effect guitar processor	04 Pcs
03	Guitar	Acoustert Guitar Clapton	04 Pcs
04	Harmonium	India Harmonium 7 Pata (Scale Changing)	04 Pcs
05	Tabla	Good Quality	08 Pcs
06	Amplifier( 03 port)	Effort Amp (Cube) 20 W	08 Pcs
07	Electric Guitar	Freuder Sq. lead Guitar	04 Pcs
08	Bass Guitar	Cort	04 Pcs
09	Key Board	Yamaha PSR 363-61	04 Pcs
10	Push to Push Jack	Freuder (5 metre)	12 Pcs
11	Micro Phone	Ahuja ADM 311	12 Pcs
12	Maracas	Good Quality musical Instrument	06 Pcs

**PART-D: Gymnasium Equipments**

Sl. No.	Description	Specification/Purposes	Required
01	Tread Mill	Asian/Paramount	04 Pcs
02	Training Bench	Asian/Paramount	04 Pcs
03	Dumbel	Asian/Paramount	04 Pcs
04	Barbel	Asian/Paramount	04 Pcs
05	Kettle Bell Sets	Asian/Paramount	04 Pcs
06	Pull up Frame and Bar	Asian/Paramount	04 Pcs
07	Stationery Bicycle	Asian/Paramount	04 Pcs
08	Rowing Machine	Asian/Paramount	04 Pcs
09	Smith Machine	Asian/Paramount	04 Pcs
10	Leg curl Machine	Asian/Paramount	04 Pcs
11	Squat Rack	Asian/Paramount	04 Pcs
12	Calf Machine	Asian/Paramount	04 Pcs
13	Hammer Strength Machine	Asian/Paramount	04 Pcs
14	Leg Press Machine	Asian/Paramount	04 Pcs
15	Hyper Extension Bench	Asian/Paramount	04 Pcs
16	Weight Plates	Asian/Paramount	04 Pcs

**Part-E: Electronics Goods**

Sl. No.	Description	Specification/Purposes	Required
01	42" LED TV	Make: LG, Model: 32LHS 16A	05 Nos.
02	Mixer Grinder	Make: Bajaj	10 Nos.
03	Aquaguard	Classic-e-Boil	10 Nos.
04	Freeze	400 Lit Make: LG/SAMSUNG)Double Door	06 Nos.

Sd/-

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