



উত্তরবঙ্গ কৃষি বিশ্ববিদ্যালয়
পুণ্ডিবাড়ী, কোচবিহার, পশ্চিমবঙ্গ-৭৩৬১৬৫
UTTAR BANGA KRISHI VISWAVIDYALAYA
P.O. PUNDIBARI, DIST. COOCH BEHAR, WEST BENGAL- 736165

Prof. Prodyut Kumar Paul
Registrar (Acting)

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NOTICE INVITING TENDER (NIT)

Tender Ref. No. UBKV/Est. (T&P-02)/23/2021-22 Date: 10/03/2022

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 **Consumable items for Workshop** as per attached Annexure -A.

• Last date of submission of Bids	:	16/03/2022
• EMD (Earnest Money Deposit)	:	C 4,250.00(Rupees Four thousand two hundred fifty) only.
• Exemption of EMD	:	MSME, SSI & NSIC Certified vendor may be Exempted from submission of EMD, subject to submission of such valid certificate

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.

3. **Annual Turnover Requirements:**

Vender having average annual Turn Over for last three financial years is more than Rs.10 Lakh in India for the year 2018-19, 2019-20 & 2020-21 are eligible to participate in the Tender.

4. **Submission of Tenders**

4.1 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.

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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 2018-19, 2019-20 & 2020-21 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/AIS for the above years as available in the official website of the Income Tax Department, Government of India with other documents stated bellow:

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.

4.4 Financial Bid

Financial Bid should contain the unit price of items on FOR destination 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 vender.

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.

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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 Competent authority of the University may like to ask the bidders to produce sample of any item/items.

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

6.8 Time Schedule: The supply work must be completed within 10 days from the date of receipt of the supply order.

6.9 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.

6.10 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.

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

6.12 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.

6.13 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.

6.14 Conditional bid may be liable for rejection.

6.15 University may forfeit 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/work order.

ii) Selected bidder fails to supply the items within scheduled time as specified in the Purchase order.

iii) In case of any false submission/statement by the the bidder.

iv) In case of any refusal to abide by terms and conditions or refusal to enter into a written agreement as per prefixes terms and conditions.

7. D/D of EMD of disqualified/unsuccessful bidders would be released after completion of selection process.

8. Place of Delivery: UBKV, Pundibari, Cooch Behar

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9. Discretion of the University:

- i) The University reserves the right not to accept the rate even from the lowest bidder.
- ii) The University reserves the right to accept or reject any or all tenders without giving any reason whatsoever.
- iii) University may take decision about non-purchase of the said item even after selection of vendor due to its fund constraints.
- iv) University reserves the right to relax any clause as stated hereinabove for selection of responsive vender.
- v) 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.

10. Liquidity Damages: If the supplier fails to deliver within the tome frames incorporated in the supply order ,the purchaser/ consignee shall, without prejudice to other rights and remedies available to the purchaser/consignee under the work order, deduct from the order price, as liquidated damages, a some equivalent to 02 % per month (part of a month to be taken as one month) of delay or part there of delay supply of equipment until actual delivery or performance subject to a maximum of 10 % of the order value. Once the maximum is reached purchaser/ consignee may consider termination of the order perform herein. During the above-mentioned period of supply and /or performance, the conditions incorporated herein shall also apply.

Sd/-
Registrar (Actg.)

Annexure-A

LIST OF ITEMS

Sl. No.	Items	Specification	Quantity
01	Oxy Acetylene Gas welding copper stick	Standard	10 Kg
02	Oxy Acetylene Gas Welding Blow pipe	Blue Colour	10 Meters
03	Oxy Acetylene Gas Welding Cylinder knob key	Standard	02 Nos.
04	Hydraulic hacksaw machine blade	14"x1"x0.05" (Pitch 10-T.P.I.)	20 Nos.
05	Hacksaw frame	12" (Pistol grip)	20 Nos.
06	Mild steel bar	Diameter 70 mm	55 Kg (Approx.)
07	Lock clamp for gas welding blow pipe	Standard	10 Pieces
08	SS 304 Sheet	8x4, 14 GJ	50 Kg (Approx.)
09	Hammer Drill bit	Drill bit diameter 5 mm	10 Nos.
10	Angle Bar	1"x1"	20
11	Abrasive Disc Cutter	105x1x16 mm	100
12	Coolant	Servo cut S4	40 Litre
13	Grease	Standard	30 Kg
14	Hydraulic Oil	SAE 30	50 Litre
15	Engine Oil	15W40/20W40	50 Litre
16	Gear Oil	SAE 90	50 Litre
17	Coolant	Compatible for tractor	20 Litre

Sd/-
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