

OFFICE OF THE PRINCIPAL SOVARANI MEMORIAL COLLEGE
JAGATBALLAVPUR , HOWRAH, WEST BENGAL - 711408; W.B.

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Notice Inviting Re-tender No. SMC/e-NIT-05/2nd Call/RUSA 2.0/2018-19 Dated : 29/12/2020

The Principal, on behalf of Sovarani Memorial College, is inviting **Re-tender (under RUSA 2.0)(in two Bids - Technical & Financial - System laid down in Rule 47C of WBFR regarding Tenders) at discount rates available on printed price (INR ONLY) (percentage rate)** for purchase and installation of **Lab Equipments** as per **BOQ** in annexed list from the Bonafide Manufacturers / Direct Importers / Authorized Distributers / Reputed Vendors with financial capability of having executed similar jobs within the last 5 (five) years in the e-NIT mentioned below in any Govt. / Semi- Govt. / Undertaking / Autonomous Bodies. In the e-tendering process, intending bidders may download the tender documents free of cost from the website : <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate. Necessary earnest money may be remitted in favour of the Principal, **Sovarani Memorial College**, strictly **through online mode only** in accordance with the **G.O. No. 3975-F(Y) dated 28.07.2016** of the Finance Department, Government of West Bengal.

The Bidders, willing to participate in the re-tendering exercise, have to deposit Earnest Money Deposit (EMD) afresh. The previous deposit, if any, will be refunded as per e-tendering rule.

All bidders are hereby requested to peruse the guidelines meticulously before participating in the Re-tender and comply with the terms and conditions contained in this retender document in letter and spirit.

| Sl. No. | Name of Work | Total Cost for Items to be Supplied (INR) | Earnest Money Deposit (EMD) @2% (INR) | Time of Completion of delivery & installation | Remark |
|---------|---|--|---|---|--------|
| 1. | Supply & Installation of Lab Equipments | 722,360/- (Seven lac twenty two thousand three hundred sixty) | 14,450/- (Fourteenthousand four hundred fifty) | 30 Days from the date of issuance of work order | -- |

SD/-Principal
Sovarani Memorial College

INSTRUCTIONS TO BIDDERS

General Guidelines for e-Tendering (N.B. Here e-Tender has to be treated as Re-tender through Online) :

1. Tender Document

All information posted on the website consisting of NIT and related documents including the annexures, BOQ, Corrigendum etc. shall form part of the tender document.

2. Registration of Supplier

Any supplier willing to take part in the process of e-Tendering (Re-tendering in this case) will have to be enrolled & registered with the Government e-Procurement system, through logging on to <https://wbtenders.gov.in> (the web portal of Higher Education Department). The supplier is to click on the link for e-Tendering site as given on the web portal.

3. Digital Signature Certificate (DSC)

Each supplier is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. DSC is given as a USB e-Token.

4. The supplier can search & download NIT & Tender Documents electronically from WB e-Tender Portal : <https://wbtenders.gov.in> once he logs on to the website mentioned above, using the Digital Signature Certificate. **This is the only mode of collection of e-Tender Documents.**

5. Participation in more than one supply

A prospective bidder shall be allowed to participate in the supply of equipments either in the capacity of individual or as a partner of a firm. If he is found to have applied separately in a single supply, all his applications will be rejected.

6. Submission of Tenders

Tenders are to be submitted through online in two folders at a time for each supply, **one in Technical Proposal & the other in Financial Proposal, before the prescribed date & time using the Digital Signature Certificate (DSC).** The documents are to be uploaded as virus scanned copies duly **Digitally Signed.** The documents will get encrypted (transformed into non-readable formats).

A. Technical Proposal

The **technical proposal** shall include scanned copies of the **following documents** contained in two covers (folders), namely, **Statutory and Non-statutory.**

a) Statutory Cover shall contain the following documents :

1. NIT
2. Form - I and II

(Download the NIT & Corrigendum properly and upload the same Digitally Signed).

b) Non-statutory Cover shall contain the following documents :

1. GST Registration Certificate.

2. PAN Card.

3. Audited Balance Sheets and I.T. Return (SaraI) of the **last three consecutive financial years(FY : 2016-17, 2017-18, 2018-19, 2019-20)** regarding annual turnover from contracting business in each year. (If the company was set up less than three years ago, Audited Balance sheet for the No. of years since inception is to be submitted) .

4. Trade License

5. P-Tax Registration Certificate.

B. Financial Proposal

The rates (including charges of supply, installation and services during warranty period) will have to be quoted in the BOQ. Quoted discount rates will be encrypted in the BOQ under "Financial Bid".

7. Experience / Credential & Financial Solvency :

The prospective bidders should have supplied College Furniture for class room as mentioned in the BOQ prior to the date of issue of this Notice to at least three Government College / Government Aided College / State or Central University / Research Institute. The prospective bidders shall also have financial solvency for completing the work. At least three documents have to be uploaded online, one of which shall be a bank guarantee relating to financial solvency.

Note :*Inadvertent mistakes in the tender document may be ignored.*

General Terms and Conditions :

1. In the event of e-filing, the intending bidder may download the tender documents from the website : <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate.

2. Technical Bid and Financial Bid both will have to be submitted concurrently duly digitally signed in the website : <https://wbtenders.gov.in> Tender documents may be downloaded from the website & submission of **Technical Bid and Financial Bid** have to be completed as per **Tender Date & Time Schedule stated in Sl. No.10 below**. The documents submitted by the bidders should be properly indexed & self-attested with seal.

3. It is mandatory for all the Bidders to deposit **EMD online** through **NET BANKING/ CHALLAN** according to **G.O. No. 3975-F(Y) dated 28.07.2016 of the Finance Department, Government of West Bengal**.

4. The discount rate should be kept valid for 120 days from the date of submission. It may be extended if required.

6. Defective Lab Equipments shall not be accepted in any case. Replacements have to be made by the supplier within 7 (seven) days from the date of delivery.

7. The supplier must supply the prescribed model of the equipments.

8. The College Authority (Tender Committee) reserves the right to accept or reject any bid or/and cancel the bidding process at any time prior to the award of contract without assigning any reason and without thereby incurring any liability to the affected bidder or bidders.

9. Delivery period : The supply of Lab Equipments should be made **within 30 days from the date of issue of Work Order** or the time prescribed by the college as will be mentioned in the **Work Order** to be issued by the college authority.

10. Date & Time Schedule :

| Sl. No. | Particulars | Date & Time |
|----------------|---|-----------------------------|
| 1 | Date of uploading of NIT & other documents (online) (Publishing Date) | 29/12/2020 after 2:00 P.M. |
| 2 | Documents download opening date (online) | 29/12/2020 after 2:00 P.M. |
| 3 | Bid submission opening date (online) | 29/12/2020 after 2:00 P.M. |
| 4 | Documents download closing date | 12/01/2021 upto 11:00 A.M. |
| 5 | Bid submission closing date | 12/01/2021 upto 11:00 A.M. |
| 6 | Technical Bid opening date | 14/01/2021 after 11:30 A.M. |
| 7 | Uploading of final list of Technically qualified bidders | To be notified later |
| 8 | Financial Bid opening date | To be notified later |
| 9 | Uploading of Financial Bid evaluation sheet | To be notified later |

Special Terms and Conditions :

1. No advance payment shall be made at any circumstance.

2. Payment will be made after satisfactory delivery and installation.

3. Since the procurement is done under RUSA 2.0, payments will be made through PFMS Portal, Government of India. The successful bidder has to produce the following information :

(i) Firm details (i.e. firm name, address, proprietor etc.)

(ii) Bank account in prescribed format for registration at PFMS Portal

(iii) IFS Code

(iv) Mobile No. linked to the Bank A/C No.

4. Conditional and incomplete tenders are liable to be summarily rejected.

5. Penalty for Late Supply : In case of delay in delivery and installation, the competent authority has the right to deduct the amount @1% of total order value and the same may be increased to maximum of 5 % of order value.

6. The quantity may be increased or decreased in the final order.

7. During evaluation, the Tender Inviting Authority may summon the tenderers & seek clarification/ information or additional documents or original hard copy of any of the documents already submitted & if they are not produced within the stipulated time frame, their bid will be liable to rejection.

8. There shall be no provision for arbitration.

9. Legal jurisdiction for solving disputes, if any, shall be settled in the Honorable Court of Sub Divisional Judge, Howrah, West Bengal.

10. The e-NIT shall form part of the contract agreement. On acceptance of the bid, the successful bidder shall have to sign the contract agreement consisting of e-NIT, instructions to bidders, special terms and conditions, specifications, BoQ, rate quoted, LoA and Tender Form-I and Form-II.

11. Tenderers shall specifically take note of all the addendum /corrigendum related to the tender, if any, and upload the latest documents as part of the tender.

12. If the L-1 bidder does not agree to execute the job after opening of Bid, the Earnest Money will be forfeited without any further intimation and may be construed as an attempt to disturb the tendering process and dealt with accordingly legally.

13. Tenders may be summarily rejected if any item in the statutory and non-statutory covers is not uploaded.

14. Taxes & duties to be borne by the Contractor : Income Tax, GST and Other Taxes as per Govt. Rule shall have to be borne by the contractor and the rate shall be quoted accordingly after consideration of all these charges.

15. Site inspection before submission of tender : Before submitting the tender, the intending tenderers should make themselves acquainted thoroughly with the local conditions prevailing at site by actual inspection of the site and taking into consideration all factors and difficulties likely to be involved in the execution of work in all respects including transportation of materials, communication facilities, market rate etc. and no claim whatsoever will be entertained on these account afterwards. In this connection intending tenderers may contact the office of the Principal concerned with the work between 11.30 hours to 2.30 hours on any working day prior to date of submission of tenders.

16. The BOQ contains the list of Lab Equipments.

SD/-
Principal
Sovarani Memorial College