

बिहार सरकार
Government of Bihar
Department of Science and Technology
Bhagalpur College of Engineering
Bhagalpur – 813210
Tel No. 0641-2451063 (O), 0641-2452600 (Fax)
Website : www.bcebhagalpur.ac.in

TENDER FORM

Sealed tenders in duplicate are invited by the Principal, Bhagalpur College of Engineering, Bhagalpur for various items of different departments of the institute. These items include Machines/Equipments, Furniture and books.

The tenderer must meet the following minimum requirements in order to qualify:

1. Manufacturer/supplier should have branches, associates or agents/dealers in India with sufficient number of manpower having expertise and experience in the similar job to provide operation, maintenance, emergency repair, etc. at B.C.E. Bhagalpur.
2. Manufacturer/supplier must produce records for having supplied Machines/Equipments, Furniture, Books Learning Resources at more than 10 numbers of technical Institutions in India.
3. The technical specifications prescribed in the tender form must be fulfilled by the tenderer.

The detailed tender documents will be available from **10.11.2014 to 28.11.2014 between 11:00** am to 4:00 pm on all working days from General Store of B. C. E. Bhagalpur or can be downloaded from the website <http://bcebhagalpur.ac.in> of the Institute.

Sealed Tenders as per procedure will be received upto 4:00 pm on or before **29.11.2014** which will be opened on **01.12.2014** at 11:00 am onward. The tenderers/representatives may be present during the opening of the tenders if they so desire. Principal, B. C. E., Bhagalpur reserves the right to reject any/all tenders without assigning any reason thereof.

Note :

1. Tender should strictly be submitted in two envelopes: one having Technical Bid and the other having Financial Bid must be superscribed on the envelope accordingly. Both of these envelopes must be kept in a single sealed envelop superscribing the name of the work “B.C.E. Bhagalpur”. If the two envelopes containing Technical and Financial bids are not marked as directed, the tenders shall be rejected outrightly. This is necessary in the light of terms and conditions and the tenderers are advised to go through it thoroughly.
2. Each page of the documents submitted by Tenderer must be signed and stamped.
3. Tenderer may use separate sheets wherever required.
4. Financial Bid shall contain only part B (Financial Bid) of the tender document.
5. Technical Bid should contain all documents as mentioned in tender document along with E.M.D. amount. Without E.M.D., Tender will be rejected.
6. Tenders should strictly be submitted in the prescribed format in duplicate. Incomplete tenders will be rejected.
7. Conditional Tenders in any form will be rejected.
8. Principal, B. C. E. Bhagalpur reserves the right to reject any/all tenders without assigning any reason thereof.

PART A

Technical Bid/Document

1) **PARTICULAR OF SUPPLIER**

Name of Tenderer Mr/MS.

Name of Firm of Tenderer

Telephone Nos (office)

(Residence)

Mobile No.

Fax No.

E-mail

Office Address

.....

Residential Address

.....

Is the firm Limited? Yes/No.

2) **PARTICULARS OF THE MANUFACTURER**

Name of Equipment/Machine/Furniture/Books.....

Manufacturer

Telephone No. with Fax

Mobile no. and E-mail

Office Address

.....

Contact person

With phone no./mobile no.

E-mail/website

EARNEST MONEY DETAILS

An earnest money of Rs. 5,000/- (five thousand only) in the form of Bank Draft must be submitted with tender form.

The EMD in the form of Bank Draft must be sent in the name of Principal, Bhagalpur College of Engineering, Bhagalpur.

Bank Draft No. & Date

Bank's name

Address

.....

Amount

Details of similar type of items supplied (machine, equipment, furniture and books) by the supplier/manufacturer to different organization/ Institutes.

- 1.
- 2.
- 3.
- 4.

The experience/completion certificate should be submitted alongwith tender.

Terms and condition :

1. The supplier will be responsible for three years of trouble free operation of machine and equipment from the date of handing over of commissioned equipments. During this period, the supplier will place sufficient qualified and trained manpower.
2. The supplier will provide 3 years on site warranty of machine and equipment. All consumables and spares for three years of warranty period will be provided by supplier.
3. All tools required for operation and maintenance of equipments must be supplied along with equipment.
4. The supplier required to quote consolidated cost insurance and freight price ex B. C. E., Bhagalpur campus in Indian Rupees. The price should include all expenses involved in manufacturing, packing, forwarding, transportation, installation and commissioning of the system.
5. It will be sole responsibilities of supplier to supply and install the machine and equipment. All liabilities and responsibilities for safe delivery of equipments and successful installation at B. C. E., Bhagalpur will be that of the supplier.
6. Intermediations are not accepted.
7. Suppliers should give detailed specifications of all the items to be supplied by them.
8. The supplier will ensure that the items supplied by them fully conform to the specifications submitted.
9. Training- The supplier will provide training to a team of upto 3 persons from each department. The training will include operation and day to day maintenance.
10. Tenders should strictly be submitted in two envelopes one having Technical Bid and the other having Financial Bid, superscribed on the envelopes accordingly. Both of these envelopes must be kept in a single sealed third envelope superscribing the name of work for various departments. If the two envelopes containing Technical and Financial bids are not marked as directed, the tenders shall be rejected outrightly. This is necessary in the light of terms and conditions and the tenderers are advised to go through it thoroughly. The envelope containing technical bid shall be opened by the Technical committee on **01.12.2014** at 11:00 am onward in the presence of Tenderers present, if any. After detailed technical evaluation of Technical bids, the Technical committee shall prepare a comparative statement of technically qualified items of tenderers as per terms and conditions laid down in the tender form and will recommend to the purchase committee for opening of financial bid of technically qualified tenderers. The purchase committee shall immediately open the envelope

containing financial bids of technically qualified tenderers before the tenderers, present if any.

11. Suppliers should provide detailed information and catalogues of the items to be supplied.
12. Principal, B. C. E. Bhagalpur has authority to reject any tender without giving reason whatsoever.
13. The supplier should agree to provide the annual maintenance contract after expiry of 3 years of warranty period. The company should also quote for comprehensive and non-comprehensive A.M.C. charges after expiry of warranty period of 3 years.
14. In order to keep the inventory, the company should provide the list of consumables and spares required after expiry of warranty period of 3 years. Spare parts and consumables which are provided with m/c and equipment can be used by supplier during 3 years of warranty, operation and maintenance period and should be replaced with new one.
15. The validity of supply of items will be 30 days after the purchase order is placed.
16. The successful tenderer must give the letter of acceptance of order within a week from the date of placement of order by the purchaser.
17. The EMD amount of unsuccessful tenderers will be returned within 60 days from the date of opening of tender. If the successful tenderer fails to execute the order as per agreement, the EMD amount will be forfeited otherwise it will be released within 15 days. No interest will be payable on the EMD amount deposited by the tenderer.
18. The supplier of books for the Library shall furnish the latest letter of authorization by the publisher to sell the books and also he/she should provide the list of five govt. engg. colleges including NITs or IITs where the books have been supplied by his/her firm. Latest catalogue alongwith price list of the books be attached by the supplier.
19. In case of any dispute, the legal jurisdiction will be Bhagalpur.

PART B

FINANCIAL BID

1. Consolidated CIF (Cost insurance & freight) price ex- Bhagalpur College of Engineering, Bhagalpur in Indian Rupees only. The price includes the following :

- (a) Complete cost of items for different departments of the institute as mentioned in Technical part of bid.
- (b) Additional items as mentioned in Technical bid.
- (c) Any other item as mentioned in Technical Bid.

Price in Rs.

2. Annual operation charges of machine and equipment after initial 3 years of operation by supplier. These prices should be quoted in Rupees only.

Price in Rs.

3. Comprehensive annual maintenance of m/c and equipment after expiry of 3 years of warranty. These prices should be quoted in Indian Rupees only.

Price in Rs.

4. Non comprehensive annual maintenance charges after expiry 3 years of warranty period. These prices should be quoted in Indian Rupees only.

Price in Rs.

Place :

Date :

Signature and seal of Tenderer