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| logo1COLLEGE OF ENGINEERING AND TECHNOLOGY(An Autonomous & Constituent College of Biju Patnaik University of Technology, Odisha)TECHNO CAMPUS, GHATIKIA, PO: MAHALAXMIVIHAR, BHUBANESWAR-751 029,ODISHA,INDIA

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| **NAAC ‘A’** |

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| .......................................................................................................................................Letter No. 855 / CET; Dated 07/03/2019 |

**TENDER CALL NOTICE**

Sealed Twobid tenders are invited from reputed **Manufacturers**/Suppliers/Agencies for **AMC of Storage water cooler-cum purifier (Aquaguard)**of College of Engineering and Technology (CET), Techno Campus, PO: Mahalaxmivihar, Bhubaneswar – 751029, Odisha. in the prescribed format as per the requirements enclosed in the schedule of items given in bid documents. Bid documents with details terms & conditions is to be downloaded from CET website “[www.cet.edu.in](http://www.cet.edu.in)”.

The tenders along with the tender cost and EMD as given in bid documents in the sealed envelope should be super scribed with **"Tender for AMC of Storage water cooler-cum-purifier (Aquaguard) "** and submitted through **Speed Post / Regd. Post** only at Principal Office, CET, Bhubaneswar **on or before 30.03.2019** at 4:00 P.M**.** No hand delivery will be accepted. The authority will not be held responsible for any postal delay. More details are available at our College Website: [**www.cet.edu.in**](http://www.cet.edu.in). The authority reserves the right to accept/reject any or all tenders without assigning any reason thereof. ***No correspondence in this regard will be entertained.***

The interested bidders can inspect the site at any time during working hours on any working day at their own cost before submission of tender. No consideration shall be entertained regarding non awareness of the site conditions and constraints after submission of tender.

 **Sd/-**

**PRINCIPAL**

 **BID Ref No. 855 /CET Date : 07/03/2019**

**BID PARTICULARS AND INSTRUCTIONS OF TENDER NOTICE**

**FOR AMC OF STORAGE WATER COOLER-CUM PURIFIER (AQUAGUARD) IN CET CAMPUS**

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| COLLEGE OF ENGINEERING AND TECHNOLOGY(An Autonomous & Constituent College of Biju Patnaik University of Technology, Odisha)TECHNO CAMPUS, GHATIKIA, PO: MAHALAXMIVIHAR, BHUBANESWAR-751 029,ODISHA,INDIA

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| **NAAC ‘A’** |

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**INVITATION FOR BIDS**

#### Principal College of Engineering and Technology (CET) invites sealed tenders from reputed Manufacturers/Suppliers/Agencies for AMC of Storage water cooler-cum purifier (Aquaguard) of College of Engineering and Technology (CET), Techno Campus, PO: Mahalaxmivihar, Bhubaneswar – 751029, Odisha.

Interested eligible Bidders may obtain detail information and list of items with technical specifications from **the website of the College** [**www.**](http://www.nitdgp.ac.in)**cet.edu.in**

Particulars about submission of bidding document are as follows :

1. Price of bidding document (non-refundable) : **Rs. 200/-**

 (b) First date of availability of Bidding Document in the website : **01.03.2019**

 (c) Last date and time for submission of bids **: 30.03.2019 upto 4.00 p.m.**

 (d) Time and date of opening of bids : **02.04.2019 at 3.00 p.m**.

 (e) Place of opening of bids :  **Principal Office**

 **College of Engineering and Technology**

 **Technocampus,Ghatikia,**

 **Mahalaxmivihar,Bhubaneswar-751029**

 (f) Address for communication : **Principal**

**College of Engineering and Technology**

 **Technocampus, Ghatikia,**

**Mahalaxmivihar,Bhubaneswar-751029**

 **Sd/-**

**PRINCIPAL**

### Eligibility of Bidders and General Instructions:

### Eligibility:

Those who fulfill the following criteria are eligible to participate in the tender.

1.The biddermust be a reputed Manufacturer/Supplier/Agency should provide all documents relating to their working capabilities.

2. If the bidder is a Manufacturer/Supplier/Agency, necessary certificate to this effect must be enclosed.

3.The bidder must have submit up-to-date attested copies of Income Tax Clearance Certificate or non-assessment certificate, as the case may be, from the competent authority, up-to-date. and/or PAN Number and GSTIN certificate must be enclosed along with the Tender documents.

### General Instructions:

The selection for AMC will be based on quality and performance along with cost. In this context decision of technical committee is final based on documentary evidence or actual physical verification.

The tenders will be opened on **02.04.2019 at 3:00P.M** in presence of the bidders or their authorized representatives. Authorized representatives will be required to produce their authorization before opening of the bid, failing which they will not be allowed to be present.

Submission of more than one bid by a particular bidder under different names is strictly prohibited. In case it is discovered later on that, this condition is violated, all the tenders submitted by such tenders would be rejected or contract cancelled and earnest money deposited will be forfeited.

All offers should be typed or printed clearly in English and the price quoted along with the make for each item should be firm.

The rates and the conditions of the offer will remain valid for three months from the date of opening of the tender and no change or alteration of the rate will be acceptable on any account.

Submitted tender forms with overwriting or erased on illegible specifications and rates will be rejected.

Request from bidder in respect of additions, alterations, modifications, corrections, etc. of either terms & conditions or rate after opening of the bid may not be considered.

Bidders shall carefully examine the bid documents, can visit the site and fully inform themselves of all the conditions, which may in any way affect the work of the cost thereof before submitting the tender.

Should a bidder find discrepancies or omissions from the specification or other documents and any doubt as to their meaning, he should at once notify the purchaser and obtain clarification in writing.

This, however, does not entitle the bidder to ask for time beyond the due date fixed for receipt of tenders.

The bidder must also specify minimum uptime and maximum time to repair/replace in the event of a failure and penalty thereof.

Verbal clarification and/or information given by the purchaser or its employees or representatives shall not be binding on the purchaser.

Submission of sealed bid will carry with the implication that the bidder agrees to abide by the conditions laid down in the detailed particulars of the bid notice.

While tenders are under consideration, bidders and their representatives or other interested parties are advised to refrain from contacting by any means, to the purchasers’ personnel or representatives on matter relating to the tenders under study.

The purchaser, if necessary, will obtain clarification on tenders by requesting such information from any or all the bidders either in writing or through personal contact as may be necessary.

The bidder will not be permitted to change the substance of his offer after the tenders have been opened.

In the event of non-compliance with this provision, the bidder is liable to be disqualified.

### 2. Procedure for Submission of Tenders:

a) The Bidders must submit their bids as required in two parts in separate sealed covers prominently super scribed as Part-I “**Technical Bid**” and Part-II “**Financial Bid**” and also indicating on each of the covers the “**Tender call Notice Number & Date**” and **Due date and time of submission** as mentioned in Tender Call Notice.

**Part-I (Technical Bid)**

Excepting the price schedule, all other documents as mentioned in para 1.1 i.e details of **technical specifications, leaflet, Copy of Firm Registration Certificate from the competent authorities, GSTIN certificate, Income Tax Clearance, PAN Card copy, list of clients, authorization certificates**  along with **tender document duly signed** by the authorized person in each page shall be covered in Part-I (Technical Bid).

**Part-II (Financial Bid)**

All indications of price shall be given in Part-II (Financial Bid)

#### b) Both sealed covers Part-I “ Technical Bid” and Part-II “Financial Bid” should be placed in a third cover along with requisite EMD & cost of Tender documents (separately in the form of DD drawn in favour of Principal, College of Engineering & Technology, Bhubaneswar at any Nationalized Bank payable at Bhubaneswar), others requisite supporting documents etc. and sealed. The sealed cover containing tender documents as per procedure indicated above should be submitted by Speed post / Registered Post only to the office of the Principal addressing to the Principal, College of Engineering & Technology, Techno-campus, PO : Mahalaxmivihar, Bhubaneswar-751029, Odisha within the due date and time as stipulated in Tender. Call Notice No hand delivery is accepted. The sealed envelope must show the name of the bidder and his address and should be superscribed as “*Tender* for AMC of Storage water cooler-cum purifier (Aquaguard)*”* on the top of the envelope.

**c)** All the documents submitted must be in the papers showing signature of the tenderer and printed office name of the bidder on official seal.

**d)** All the documents must be submitted in a **sequential manner** with **separator/flags** to help in quick scanning of the topics. Wherever possible, data in tabular form should be given

### 3. Requirements by Bidder before AMC of Storage water cooler-cum purifier (Aquaguard):

 The Manufacturer/Supplier/Agency shall be responsible for any loss or damage caused during transportation, handling or storage till their successful completion of AMC contract.

 CET reserves the right to reject any if it does not comply with the specifications during site testing, installation and commissioning stage.

### 3.1 Requirements by Bidder after AMC of Storage water cooler-cum purifier (Aquaguard):

 The work should be executed by the Manufacturer/Supplier/Agency at College of Engineering & Technology, Techno Campus, PO: Mahalaxmivihar, Bhubaneswar – 751029, Odisha.

Any component, fitting etc. which may not have been specifically mentioned in the specifications but which are usual and necessary for the work under the terms & conditions in AMC contract shall be supplied by the bidder at no extra cost.

The work of AMC contracts stands for 01 year from the placing of work order.

In case of delay in the work from the issue of the work order for **AMC of Storage water cooler-cum purifier (Aquaguard)**, a penalty of 1% (one per cent) per week shall be levied.

CET reserves the right to take the contract of AMC from alternative sources at the risk and cost of the successful bidder giving 15 days notice.

Any increase in tax and duties after expiry of delivery period will be to the Manufacturer/Supplier/Agency’s account.

The Manufacturer/Supplier/Agency will be intimated to take the work order from the office within 7 days, failing which the EMD will be invoked in addition to taking legal actions.

The receipts for taxes paid, if any, should also be submitted

### After Sales Service:

The bidder shall attend to the problems reported by the users of occupants of CET on a priority basis.

For any problem reported, the bidder shall attend and rectify the problem within 3 (three) days or provide a standby system of the similar configuration.

The report on any problem will be informed through phone or fax number of which shall be given by the bidder

### Financial Terms:

### EMD

The bidder has to submit a Demand Draft/Banker’s Cheque/Pay Order for AMC of storage water cooler-cum-purifier at CET as mentioned below in favour of **Principal, College of Engineering and Technology** payable at Bhubaneswar in any Nationalized Bank towards EMD. W**ithout EMD, the tender will be summarily rejected**.

1. **EMD : Rs.2000.00**

**ii) Cost of Tender Paper : Rs.200.00**

**iii) Period of completion for AMC of Storage water cooler-cum purifier (Aquaguard): 01 Year**

There will be no interest paid to the bidder towards EMD money.

In no case the EMD money in cash or any other forms will be accepted at the time of opening of the bid.

No request for adjustment of claims, if any, will be accepted.

The EMD of unsuccessful bidders will be refunded as soon as possible after the tenders are finalized.

### 5. Performance Security Deposit

In case of successful Bidder **EMD** will be kept as Performance Security Deposit and will be refunded after expiry of stipulated periods from the completion date of AMC on satisfactory performance.

### 5.1 Prices:

Price quoted should be **FOR College of Engineering and Technology, Bhubaneswar, PIC, Civil Maintenance. Tax components as applicable should be mentioned clearly in the financial bid.**

Price should be quoted for unit item; however, the actual requirements may be much more. (A bidder may propose to give discounts if any for AMC of more than one unit of the particular item.)

Work order will be placed as a single lot for each type of item or for all the items together, as the case may be on turnkey basis.

### 5.2Technical Offer and Price Bids should be separately given in two different covers.

Each cover should be earmarked as to know the contents within as either ***“*Technical Offer” or “Price Offer”.**

Both these covers should be placed in a third cover super scribed as **“Tender for AMC of Storage water cooler-cum purifier (Aquaguard)”**Some of the minimum specifications specified may be redundant, obsolete or incompatible and in these cases, quote the particulars of correct specification of latest trend and technology.

**6. Solving Disputes:**

CET, the bidder and the manufacturer shall make all efforts to resolve amicably by direct informal negotiation on any disagreement or dispute arising between them under or in connection with this contract.

All disputes arising out of the contract shall be referred to courts under the jurisdiction of the Bhubaneswar court only.

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***The above terms and conditions except those otherwise agreed upon, shall form a part of the Purchase Order***.

***Sign on each page of this tender document and Return it along with the offer enclosing this part together with the Technical Offer.***

***\*\*\* The CET authority has all rights to accept/reject any tender without assigning any reasons there of.***

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**7.Technical Specifications :**

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| **Sl. No** |  **Item Description** | **Quantity** |
|  | **AMC of Storage water cooler-cum-purifier (Aquaguard) :****Terms and conditions:**1. Change of Carbon and Candle : 02 times in a year2. Washing of water storage chamber : 02 times in a year3. Servicing of carbon & candle filter : 06 times in a year4.Any internal accessories replacement/repair like Compressor, Fan Motor, Gas Charging, PCB,S-valve and all types of pipes should be done at free of cost by the firm.  |  |
| 1 |  Make : Eureka Forbes Model : 120PSS | 02 Nos. |
| 2 | Make : Eureka Forbes Model :AG 60/80  | 14 Nos. |

**Financial Bid will be opened only if Tenders must qualify in Technical evaluation.**

### COLLEGE OF ENGINEERING AND TECHNOLOGY, BHUBANESWAR

#### (An Autonomous & Constituent College of Biju Patnaik University of Technology, Odisha)

### Techno Campus, PO: Mahalaxmivihar

### Bhuabaneswar, Pin-751029

### www.cet.edu.in

### Email:principalcet@cet.edu.in

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**TECHNICAL BID**

(To be enclosed in separate sealed cover)

Name and address of the bidder:

Note: A DD for EMD and Tender document fee should be enclosed with this bid separately as mentioned tender paper

1. Name of the bidder
	1. Full postal address
	2. Full address of the premises
	3. Telegraphic address
	4. Telex number
	5. Telephone number
	6. Fax number
2. Total annual turn-over(value in Rupees)(Previous year)

( IT returns. to be attached as proof)

1. Past work details for 3 years (Attach proof)
2. Whether similar job work undertaken in the past, if so details.

**Customer** **Quantity supplied** **Year**

6. GSTIN No.

**Signature and seal of the bidder**

**COLLEGE OF ENGINEERING AND TECHNOLOGY, BHUBANESWAR**

#### (An Autonomous & Constituent College of Biju Patnaik University of Technology, Odisha)

**Techno Campus, PO : Mahalaxmivihar, Bhuabaneswar, Pin-751029** [**www.cet.edu.in**](http://www.cet.edu.in)

**Email:principalcet@cet.edu.in**

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**FINANCIAL BID**

 (To be enclosed in separate sealed cover)

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl. No** |  **Item Description** | **Make / Model** | **Quantity** | **Unit Cost****Without GST** | **Total****Cost without GST** | **GST %****GST cost** | **Total Amount with GST** |
|  | **AMC of Storage water cooler-cum-purifier (Aquaguard) :****Terms and conditions:**1. Change of Carbon and Candle : 02 times in a year2. Washing of water storage chamber : 02 times in a year3. Servicing of carbon & candle filter : 06 times in a year4.Any internal accessories replacement/repair like Compressor, Fan Motor, Gas Charging, PCB,S-valve and all types of pipes should be done at free of cost by the firm.  |  |  |  |  |  |  |
| 1 |  Make : Eureka Forbes Model : 120PSS | 02 Nos. |  |  |  |  |  |
| 2 | Make : Eureka Forbes Model :AG 60/80  | 14 Nos. |  |  |  |  |  |

 Signature and seal of the Bidder

# PROFORMA FOR SUBMITTING ELIGIBILITY REQUIREMENT AND UNDERTAKING

To

The Principal,

CET, Bhubaneswar

**Sub: Submission of Tender for “AMC of Storage water cooler-cum purifier (Aquaguard)”**

Sir / Madam,

Having examined the conditions of contract and specifications including agenda, I/we, the undersigned, offer to undertake for AMC of storage water cooler cum purifier at CET, Bhubaneswar, in conformity with the specifications, terms & conditions of Tender.

1. I/We agree to abide by the terms and provisions of the said conditions of the contract and provisions contained in the notice inviting tender. I/We hereby unconditionally accept(s) the tender conditions.

It is certified that I/we have not stipulated any condition(s) in our tender offer. In case any condition(s) are found in our tender offer violated after opening tender, I/We agree that the tender shall be rejected without prejudice to any other right or remedy be at liberty to forfeit the EMD absolutely.

1. I/We hereby submit the earnest money of [INR…………..……….……] for the Tender for the above mentioned work in the form of demand draft.
2. That, I/We declare that I/We have not paid and shall not pay any bribe to any officer of CET for awarding this contract at any stage during its execution or at the time of payment of bills, and further if any officer of CET asks for bribe/gratification, I/We shall immediately report it to the CET authorities.
3. That, I/We undertake that CET’s tender document shall form part of contract agreement.

I/We understand that you are not bound to accept the lowest or any bid, you shall receive.

Thanking you

 Yours faithfully

Dated:

 Signature of Bidder

 Name: ……………………

 Telephone:……………….

 Witness…...................

 Signature....................

 Address......................

 Enclosures :