



झारखण्ड केन्द्रीय विश्वविद्यालय, राँची  
CENTRAL UNIVERSITY OF JHARKHAND, RANCHI  
(संसदीय अधिनियम के तहत 2009 में स्थापित केन्द्रीय विश्वविद्यालय)  
(A Central University established by an Act of Parliament in 2009)

Ref. No. : CUJ/EE/Civil work/27/2018/36

Dated: 02/01/2019

**SUBJECT: Notice inviting Tender for Repair maintenance, aluminium partition and other miscellenious work at CUJ, Brambe- Phase II**

NIT Issue Date : 02 January, 2019.  
Last Date of Submission : 22 January, 2019.  
Opening Date of Tender : 23 January, 2019 or as per CPPP direction.

Central University of Jharkhand, Brambe, Ranchi, Jharkhand (hereinafter referred to as the "University") a Central University established by an act of Parliament in 2009, invites sealed tenders (single bid system) for "**Repair maintenance, aluminium partition and other miscellenious work at CUJ, Brambe- Phase II**" only as mentioned in Annexure-A, from approved and registered contractor of CPWD/PWD/Govt. Organisation who are conversant to execute the works as under for entering into NIT for Paver Pathway, aluminium partition and other miscellaneous work at CUJ, Brambe. In this connection, you are requested to submit the best competitive rate as mentioned above and strictly as per the instruction and terms & conditions mentioned in the tender document.

**CHAPTER - I**

**Instruction to bidders**

1. Bids shall be submitted through online /offline at CPPP website: <https://eprocure.gov.in/eprocure/app> and CUJ website: <https://www.cuj.ac.in>.
2. The complete bidding process is online. Bidders should be possession of valid digital Signature Certificate (DSC) of class II or III for online submission of bids. Prior to bidding DSC need to be registered on the website mentioned above.
3. Tenderer/Contractor/Bidders are advised to follow the instructions provided in the Instructions to the Contractors/Tenderer/Bidders for the e-submission/offline submission of the bids online through the Central Public Procurement Portal for e-Procurement at <https://eprocure.gov.in/eprocure/app> and for offline at <https://www.cuj.ac.in>.
4. **Tender Cost:** Applicant contractor must submit the demand draft for Rs 2,000/- (Rupees Two thousand only) in favor of 'Central University of Jharkhand, Brambe, Ranchi' obtained from any Nationalized/ scheduled Bank as a tender fee. All applicable bank charges shall be borne by the applicant and he shall not have any claim what so ever on this account on Government. The Demand Draft submitted for tender fee shall be non-refundable. The demand drafts for tender fees must deliver to CUJ, Brambe, Ranchi on or before last date/time of Bid Submission and details of the DD also be mentioned in the CCP Portal and CUJ website.

5. **EMD Payment:** The bidder shall be required to submit the Earnest Money Deposit (EMD) for an amount of Rs. 50,000/- (Rupees Fifty Thousand Only) by way of demand drafts or Bank Guarantee only. The demand drafts or Bank Guarantee shall be drawn in favour of “**Central University of Jharkhand, Brambe, Ranchi**”. The EMD of the successful bidder shall be returned after the successful submission of Bank Guarantee / Security Deposit and for unsuccessful bidder(s) it would be returned after award of the contract. The demand drafts or Bank Guarantee for EMD must deliver to Central University of Jharkhand, Brambe, Ranchi on or before last date / time of Bid Submission.
- a) No request for transfer of any previous deposit of earnest money or security deposit or payment of any pending bill held by the University in respect of any previous work will be entertained.
  - b) Tenderer shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the tenderer fail to observe and comply with stipulation made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited.
  - c) The Tenders without Earnest Money will be summarily rejected.
  - d) The Firm who are registered with National Small Industries Corporation (NSIC) / OR Small Scale Industries (SSI) are exempted to submit the EMD (Copy of registration must be provide along with technical bid)
  - e) No Claim shall lie against the CUJ in respect of erosion in the value or interest on the amount of EMD.
  - f) The EMD, in case of successful bidders shall be returned after submission of performance security and in case of unsuccessful Bidders shall be retained by the Purchaser, up-to a maximum period of 6 months from the date of opening of the Bids or till the finalization of the tender, whichever is later. The bid security shall be refunded to the unsuccessful tenderers on written request. No interest will be payable by the CUJ authorities on the EMD.
6. The Hard Copy of original document in respect of cost of tender document, earnest money deposit etc. must be delivered to the CUJ, Brambe, Ranchi within two working days of Bid Submission as mentioned above. The bid without tender fee and EMD will be summarily rejected.
7. **Submission of Tender:** The tender shall be submitted online in two part, viz., technical bid and financial bid. All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading. The offers submitted by Telegram / Fax /Email/Speed post shall not be considered. No correspondence will be entertained in this matter.
8. Technical Bid The following documents are to be uploaded by the firm/agency along with Technical Bid as per the tender document:-
- i) Signed and scanned copy of appropriate value of valid registration certificate (if any), experience certificate as per the tender notice, PAN, GST registration certificate and Tender Acceptance Letter.
  - ii) Signed and Scanned copy of documents like Tender Cost (Tender Fees/ Earnest Money Deposit)
  - iii) Duly Filled, Signed and Scanned copy of Technical Information and Undertaking as per Chapter IV.
  - iv) Duly Filled, Signed and Scanned Copy of Technical Bid as per Chapter VI.
  - v) Soft copy of price list from the principle for the year 2017-18 or 2018-19 must accompany the tender.

## CHAPTER-II

### **General Terms and Conditions: -**

1. Proposal for tender may be submitted in the prescribed format and all columns may be filled up. Incomplete proposals and tenders received after due date shall not be entertained. The University shall not be responsible for any postal delay and delay in receipt of the EMD/Tender Fee. Any bids received by the University which does not fulfill the desired terms and conditions shall be rejected out rightly and no communication in this regard shall be sent.
2. Quotations qualified by such vague and indefinite expression such as "Subject to prior confirmation", "Subject to immediate acceptance" etc. will be treated as vague offers and rejected accordingly. Any conditional tender shall be rejected summarily.
3. The contractors offering for the Rate may furnish the name and address of their local authorized distributor / dealer, so that the copies of orders can be endorsed to them for expeditious supply. In such cases where local dealers / stockiest has been nominated by the principal, the bills raised by them against our purchase order will be accepted.
4. Any addition or deletion of authorized dealership / distributorship shall be intimated to the undersigned immediately on authorization of a new party.
5. At any time prior to date of submission of tender, Tender Inviting Authority may, for any reason or decision, modify the terms & conditions of the tender document by a corrigendum displayed on the website of CUJ, Brambe, Ranchi (<http://www.cuj.ac.in>). In order to provide reasonable time to take the amendment into account in preparing their bid, Tender Inviting Authority may or may not, at his discretion, extend the date and time for submission of tenders.
6. Printed & bound price list for 2017-18 or 2018-19 (Both hard copy and soft copy) duly signed & certified by authorized signatory must accompany the tender. The price list which is in CD may be downloaded and a copy may be supplied to this University duly signed and sealed by authorized signatory.
7. The bidders are required to mention tax rate applicable on each category otherwise rates will be treated as inclusive of all taxes.
8. An undertaking may be given that the price list being furnished with the proposal will remain valid for the current rate contract irrespective of validity period.
9. Trade discount along with certificate certifying that higher discount is not given to any other Department/Organization/Institution than offered should be enclosed with Financial Bid.
10. The prices / rates quoted should be indicated in words as well as in figures. In case of any discrepancy, lower amount / rates shall be considered as valid.

11. The percentage of discount quoted by each firm in tenders be given both in words and figures. Tenderer is at liberty to be present or to authorize a representative to be present at the time of opening of the tenders.
12. A Certificate to be given by the tenderer that the price list supplied is the only one in circulation/ latest price list.
13. In case of supply of goods made through valid authorized dealer, their name & mail address may be declared / indicated in the tender.
14. Enlistment under Rate Contract with this University does not ensure business of any quantum, whatsoever. Any deviation from the Terms & Conditions mentioned above will imply disqualification for the firm.
15. **DOCUMENTS COMPRISING THE BID:** The bids prepared by the bidder shall comprise of  
(i) Technical Bid and (ii) Financial Bid:-
  - (i) Technical Bid:** - To qualify in the Technical Bid the firm should have the minimum eligibility criteria as under and the firm in this regard must submit the following documents in support of their eligibility criteria: -
    - (a) Valid registration certificate of the firm of the Govt. / State Govt.
    - (b) Duly filled format of Technical Bid as per Chapter-IV.
    - (c) Price list of the items from the Principal.
    - (d) Manufacturer Authorization Certificate from the principal must be attached by Local Authorized Dealer.
    - (e) PAN number with document
    - (f) GST/CGST with document
    - (g) The bidder shall be a Manufacturer / Distributors / Suppliers / Agents.
    - (h) The technical bid should be accompanied by Demand draft of Rs. 1000/- (non-refundable) against tender fee and Demand Draft of Rs. 80,000/- (Rupees Eighty Thousand only) for EMD.
    - (i) Copy of Income Tax Return Acknowledgement for last Three years.
    - (j) Details of clients where similar services are presently provided by the tenderer separately for govt. and private clients.
    - (k) The bidder must have adequate experience of execution of similar work in Govt. Universities / PSUs / Autonomous Bodies and other similar organizations. Necessary supporting documents like work orders, work completion certificate, payment certificate etc. for last three years to this effect must be submitted along with the offer.
    - (l) The concerned firm/company whose product has been declared as of spurious or adulterated quality and any criminal cases is filled and is pending in any court shall not be eligible to participate in the bidding process. Convicted firms/company shall also not be eligible to participate in the bid. Similarly, blacklisted / banned / debarred firms / company by any central / state govt. or its organization or autonomous bodies or central drug procurement agency are not eligible to participate in the bid.
    - (m) Brochure, original technical catalogue with detailed specification and picture of the product offered, if relevant.
  - (ii) Financial Bid:** The financial bid shall contain:

(a) Price Bid Form [As per Chapter-VII] – Price must be quoted as per format specified, failing which tender shall be summarily rejected.

16. Signing of Tender : Individual signing the tender or other documents connected with contract must specify whether he sign as: (a) A sole proprietor of the concern or constituted attorney of such sole proprietor; (b) A partner of the firm, if it is a partnership firm in which case he must have authority to execute the contracts on behalf of the firm and to refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firm.
17. A person signing the tender form or any document forming part of the tender on behalf of another person should have an authority to bind such other person and if, on enquiry it appears that the person so signing had no authority to do so, CUJ, Brambe, Ranchi may without prejudice, cancel the contract and hold the signatory liable for all costs, consequences and damages under the civil and criminal remedies available.
18. The tenderer should sign and affix his firm's stamp at each page of the tender and all its annexure as the acceptance of the offer made by tenderer will be deemed as a contract and no separate formal contract will be drawn. NO PAGE SHOULD BE REMOVED/ DETACHED FROM THIS NOTICE INVITING TENDER.
19. **Right of acceptance:** The CUJ, Brambe, Ranchi reserve the right to accepting the whole or any part or portion of the bid; and the bidder shall provide the same at the rates quoted. The CUJ, Brambe, Ranchi reserve the right to reject any or all tenders / quotations or all offers received in response to the tender or cancel or withdraw the tender notice without assigning any reason thereof and also does not bind itself to accept the lowest quotation or any tender and no claim in this regard shall be entertained.
20. **Cpmpletion time:** works should be completed within 75 days of from the date of issue of work order.
21. The Payment clause: Running account bill will be followed during the execution of work. Final payment will be made after completion of work.
22. No interest on security deposit and earnest money deposit shall be paid by the University to the tenderer.
23. Breach of Terms and Conditions: In case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to cancel the work order/ job without assigning any reason thereof and nothing will be payable by CUJ, Brambe, Ranchi in that event the security deposit shall also stands forfeited.
24. Legal Jurisdiction: The agreement shall be deemed to have been concluded in Ranchi, Jharkhand and all obligations hereunder shall be deemed to be located at Ranchi, Jharkhand and Court within Ranchi, Jharkhand will have Jurisdiction to the exclusion of other courts.

25. Periodicity/ Duration of Tender: Periodicity / Duration of Tender will be initially for a period of one year from date of award which can be further extended for a period of one year on same terms and conditions if the performance is found satisfactory with mutual consent.

### CHAPTER - III

#### **Other terms & conditions of the Contract:-**

1. The successful firm will be required to complete the job satisfactory within 75 days from date of issue of work order and CUJ, Ranchi shall, however, reserve the right to terminate the contract at any time without assigning any reason.
2. The items will have to be supplied at CUJ, Brambe, Ranchi. No transportation charges will be provided for the same.
3. CUJ, Ranchi shall be the sole authority to cancel or amend the order, as per requirement.
4. The selected tendering Firm/Agency/Company shall also provide the name and mobile number of a key person, who can be contacted at any time, even beyond the University hours on holidays..
5. Each page of the Tender Notice to be signed and stamped by the bidder in token of having accepted the same.
6. Sale Tax/GST No: The rate of Sale Tax/GST No should be mentioned clearly.
7. Authorization Letter: Authorization letter from the contractor for the contract period should be submitted along-with quotation, failing which quotation will not be considered.
8. The CUJ, Brambe, Ranchi reserves the right to place an order for execute the work mentioned in the Financial Bid or otherwise, to any other firm(s) in emergency/unavoidable situation. Special Conditions: (a) Freight, insurance charges, if any will be borne by the contractor, Similarly shortage, pilferage in transit will be sole responsibility of the supplier and the same will be intimated to the supplier on receipt of goods by the purchaser for resupply. The defective supply will have to be replaced by the supplier within 30 days without additional freight / transport charge. (b) GST and other Govt. levies will be paid extra as applicable by the supplier. (c) Delivery of goods will be taken at the risk and cost of the supplier and on F.O.R. basis to the University from railway / road transport. (d) Payment of the bill will be made preferably after receipt of the goods in satisfactory condition. (e) No revision in rate (on higher side) will be accepted during contract period. (f) Order will be placed as per requirement, irrespective of value of the order. (g) Supply should be made in full against the order and shortage will be procured from other supplier on the risk and cost of the original supplier. (h) Supply should be made from the latest batch of production with maximum life period & original packing. (j) The tenderer should enclose a signed copy of the terms & conditions stipulated for award of the contract, conveying his acceptance of the same.
9. **Inspection:** (a) The Excutive Engineer, CUJ, Ranchi shall be the final authority to reject full or any part of the executed work which is not confirming to the specification and other terms and conditions.

(b) No payment shall be made for rejected parts. Rejected parts must be removed by the contractor within two (02) weeks of the date of rejection at their own cost and replaced immediately. In case these are not removed, these will be auctioned at the risk and responsibility of the suppliers without any further notice.

Executive Engineer



**CHAPTER - IV**

**TENDER FORM - 1 - TECHNICAL INFORMATION AND UNDERTAKING**

**(Tenderer may use separate sheet wherever required)**

<b>Sl. No.</b>	<b>Details of the Firm / Bidder</b>	<b>Page No.</b>	<b>Remarks</b>
1	Name & Address of the firm/contractors		
2	State clearly whether it is Sole proprietor or Partnership firm or a company or a Government Department or a Public Sector Organization		
3	Details of the Earnest Money Deposit (EMD) (Yes/No) DD No.: ..... Dated:..... Drawn on Bank: ..... Amount: (Rupees .....)		
4	Details of the cost of the Tender documents (Yes/No) DD No.: ..... Dated:..... Drawn on Bank: ..... Amount: (Rupees .....)		
5	Copy of Registration of firm		
6	Copy of CST/ST/GST Registration		
7	Copy of PAN/TAN Card		
8	Authorization certificate from the manufacturer / principal		
9	Certificate for No Deviation		
10	Certificate for Price Justification		
11	Non Blacklisting Certificate		
12	Copy of Income Tax Return for last 3 years		
13	Whether each page of NIT and its annexure have been signed and stamped		
14	List of Major work may be given on a separate sheet and proof of satisfactory supply, if any		
15	Quality Assurance Certificate (Please specify)		
16	Have you executed these items to any government / private organization? If yes, attach the relevant proof. (Also provide an Undertaking that you have not quoted the price higher than previously supplied any government University)		
17	List of quoted companies and category as mentioned in Chapter - V		
18	Name and Mobile Number of a Key person, who can be contacted at any time. The person should be capable of taking orders and making arrangement for supply of the desired items.		
19	Any other information important in the opinion of the tenderer		

Page number / serial number may be given to each and every page of Tender Documents and photocopies of the documents attached. Mention Page number, wherever the copy(ies) of the document(s) are kept. In case of non-fulfilment of any of the above information/document(s), the Tender will be summarily rejected without giving any notice.

(Signature of the Tenderer with stamp of firm)

Dated:

Place:

**UNDERTAKING**

1. That I/we have carefully studied all the terms & conditions of NIT and shall abide by it. That I/We shall execute the items of requisite quality.
2. That I/We undertake that the information given in this tender are true and correct in all respect and I/We hold the responsibility for the same.

(Signature of the Tenderer with stamp of firm)

Date:

Place:

**NON BLACKLISTING CERTIFICATE  
[To be submitted on letterhead]**

I/We hereby certify that the [Name of the company / firm] has not been ever blacklisted/debarred by any Central / State Government / Public Undertaking / University on any account. I/We also certify that firm will be executing the item as per the specification given by CUJ, Brambe, Ranchi and also abide all the terms and conditions stipulated in NIT. I/We also certify that the information given in bid is true and correct in all aspects and in any case at a later date it is found that any details provided are false and incorrect, contract given to the concern firm or participation may be summarily terminated at any stage, the firm will be blacklisted and CUJ, Brambe, Ranchi may imposed any action as per NIT rules.

Date : .....

Name : .....

Place : .....

Business Address : .....

Signature of Bidder : .....

Seal of the Bidder : .....

**CERTIFICATE OF PRICE JUSTIFICATION**

[To be given on letter head]

NIT No.: I/We, M/s. \_\_\_\_\_ certify that the rates provided are our best rates and we have not executed these materials to any Government Department/PSU/Institution for lesser than these rates in last one year.

SIGNATURE AND STAMP OF THE BIDDER

**FORMAT FOR MANUFACTURER'S AUTHORISATION**

Reference:

Dated: .....

To,

The Registrar,  
Central University of Jharkhand,  
Brambe, Ranchi (Jharkhand)

**Sub.: Manufacturer's Authorization Letter Dear Sir, Ref. Your NIT No \_\_\_\_\_,**

dated \_\_\_\_\_ We, \_\_\_\_\_

who are proven and reputable manufacturers of \_\_\_\_\_ (name and description of the Items/category offered in the Quotation) having factories at \_\_\_\_\_, hereby authorize

M/s. \_\_\_\_\_ (name and address of the

agent) to submit a Quotation, process the same further and enter into a Rate Contract with you against your requirement as contained in the above referred Quotation Form for the above items manufactured by us. We further confirm that no supplier or firm or individual other than M/s

\_\_\_\_\_ (name and address of the above agent) is

authorized to submit a tender, process the same further and enter into a Rate Contract with you against your requirement as contained in the above referred Quotation Form for the above items

manufactured by us. We also hereby confirm that we would be responsible for the satisfactory execution of supply contract placed on the authorized agent. We also confirm that the price quoted by our agent shall not exceed than that which we would have quoted directly.

Yours faithfully,

[Signature with date, name and designation]

For and on behalf of M/s. \_\_\_\_\_ [Name & address of the manufacturers]

**NOTE:-**

1. This letter of authorization should be on the letter head of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.

**CHAPTER - V**

**BOQ**

SL.NO.	DSR-16	ITEMS	QTY	UNIT	RATE	AMOUNT
1	21.1.1.2	Providing and fixing aluminium work for doors, windows, ventilators and partitions with extruded built up standard tubular sections/ appropriate Z sections and other sections of approved make conforming to IS: 733 and IS: 1285, fixing with dash fasteners of required dia and size, including necessary filling up the gaps at junctions, i.e. at top, bottom and sides with required EPDM rubber/ neoprene gasket etc. Aluminium sections shall be smooth, rust free, straight, mitred and jointed mechanically wherever required including cleat angle, Aluminium snap beading for glazing / paneling, C.P. brass / stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-charge. (Glazing, paneling and dash fasteners to be paid for separately) : Powder coated aluminium (minimum thickness of powder coating 50 micron)	2092.13	KG		
2	21.2.2	Providing and fixing 12 mm thick pre-laminated particle board flat pressed three layer or graded wood particle board conforming to IS: 12823 Grade I Type II, in panelling fixed in aluminum doors, windows shutters and partition frames with C.P. brass / stainless steel screws etc. complete as per architectural drawings and directions of Engineer-in-charge. Pre-laminated particle board with decorative lamination on both sides	150.67	M2		

3	21.3.1	Providing and fixing glazing in aluminium door, window, ventilator shutters and partitions etc. with EPDM rubber / neoprene gasket etc. complete as per the architectural drawings and the directions of Engineer-in-charge . (Cost of aluminium snap beading shall be paid in basic item): With float glass panes of 4.0 mm thickness	340.68	M2		
4	9.58.1	Providing and fixing ISI marked oxidised M.S. pressed Parliamentary hinges with necessary screws etc. complete : 150x125x27x2.80 mm	120.00	Each		
5	9.96.2	Providing and fixing aluminium sliding door bolts, ISI marked anodised (anodic coating not less than grade AC 10 as per IS : 1868), transparent or dyed to required colour or shade, with nuts and screws etc. complete : 250x16 mm	75.00	Each		
6	9.97.2	Providing and fixing aluminium tower bolts, ISI marked, anodised (anodic coating not less than grade AC 10 as per IS : 1868 ) transparent or dyed to required colour or shade, with necessary screws etc. complete : 250x10 mm	45.00	Each		
7	9.100.1	Providing and fixing aluminium handles, ISI marked, anodised (anodic coating not less than grade AC 10 as per IS : 1868) transparent or dyed to required colour or shade, with necessary screws etc. complete : 125 mm	80.00	Each		
8	9.101.1	Providing and fixing aluminium hanging floor door stopper, ISI marked, anodised (anodic coating not less than grade AC 10 as per IS : 1868) transparent or dyed to required colour and shade, with necessary screws etc. complete. Single rubber stopper	55.00	Each		

9	9.6.1	Providing and fixing 35 mm thick factory made laminated veneer lumber door shutter conforming to IS : 14616 and TADS 15:2001 (Part B), including ISI marked M.S. pressed butt hinges bright finished of required size with necessary screws, all complete as per directions of Engineer-in-charge and panelling with panels of : 12 mm thick plain grade -1, medium density flat pressed three layer particle board FPT - I or graded wood particle board FPT- I, IS : 3087 marked, bonded with BWP type synthetic resin adhesive as per IS : 848 :	109.04	M2		
10	NDSR	FULL HEIGHT PARTITION-SOLID Providing and fixing in position full height partition having overall thickness of 3" approx. made out of vertical and horizontal frame work of 2 1/2"x2 1/2" pinewood member(1st class) at maximum distance of 2'-0" approx C/C bothway. Fixing 12mm thick commercial Ply on both side with 1.0 mm thick laminated on top in approved shade in groove pattern as per University instruction. Groove to be finished with 12 mm wide SS trip.(All to be completed as per approval of the Engineer-in-charge)	145.92	M2		
11	NDSR	Providing and fixing of M.S railing in ramp, complete in all respect as per direction	375.00	SQF		
					Total (A)	
					<u>GST@12% B</u>	
					<b>Grand total (A+B)</b>	

Amount in Figure .....

Amount in word .....

[Signature with date, name and designation]

**Note:- (a)** Authorization(s) for quoted company(ies) must be attached by the distributor with the technical bid.

(a) Category(ies) are required to mentioned on Authorizations for which a distributor is authorized to supply.