



CENTRAL UNIVERSITY OF JHARKHAND

O/o OSD Project, 4th Floor, City Centre,
Kanke Road, Ranchi-834 008 (Jharkhand)

PRESS NOTICE

SHORT NOTICE TENDER

NO.: CUJ/OSD(Project)/Capital Assets-Brambe Campus/2013-14/001

03/09/2013

Central University of Jharkhand invites Expression of Interest for "Maintaining the Capital Assets so generated/Services like Plumbing, Civil & Electrical in the Brambe Campus for a period of six months w.e.f. 01st October, 2013 to 31st March, 2014."

The details/bid document can be downloaded from website <http://www.cuj.ac.in>.

OSD (Project)

Copy To:

1. P.S to Vice Chancellor for information please.
2. P.S to Registrar for information please.
3. Chief Communication Officer to advertise in one local newspaper
4. Notice Boards and Website of CUJ.
5. Technical Branch of Project, CUJ.
6. Concerned file of Project.

[OSD (Project)]

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The bidder must be conversant to maintain the fixtures and replacement thereof of approved design and quality as per specification of 1978 as well as DSR-2007.

Name of Work	MAINTENANCE OF CAPITAL ASSETS / SERVICES
Date of issue of Tender Document	06/09/2013 to 14/09/2013 on all working days from the Office of the OSD (Project),CUJ; or can be downloaded from the university website http://www.cuj.ac.in .
Date of Submission Tender Document	On 16/09/2013 upto 2:00pm
Date/Time of opening of tender	On 16/09/2013 at 3:30pm
Processing Fees	Rs.10,000.00 (Rupees Ten Thousands only) (non-refundable)
Earnest Money Deposit	Rs.1,00,000.00 (Rupees One Lakh only) (refundable)

Scope of Work:

1. Civil Works
2. Internal Electrification Works
3. External Electrification Works & improvement thereof.
4. Public Health Engineering Works
5. Maintenance of Generators
6. Drainage System
7. Maintenance of Air-Conditioning System, Water Purification System, Water Supply & Pumps.

N.B.:

1. The bidder must provide requisite manpower as required as under:
 - a) Diploma Holder engineer(s) to supervise the respective unit(s) for day to day maintenance who is fully conversant with all the above mentioned services.
 - b) The bidder has to provide skilled manpower(s) for all the services as mentioned above.
2. Mode of Payment:
 - a) For Civil & Electrical Works as per DSR-2007 (at-par/above/below).
 - b) The ITEMS/WORKS which are not covered under schedule will be paid as per market prevailing rate after the approval from the Competent Authority.
 - c) The payment will be released on completion of job as per payment schedule/scope of the work to the satisfaction of the OSD(Project)/Vice Chancellor, Central University of Jharkhand. Central University of Jharkhand can also release part payment based on the quantum of services rendered which is upon sole discretion of OSD(Project)/Vice Chancellor.

IMPORTANT INSTRUCTIONS TO THE APPLICANTS

1. Each applicant is expected to get fully acquainted with the local conditions and factors, which would have any effect on the performance of the contract and/or the cost. It is the applicant's responsibility that such factors have properly been investigated and considered while submitting the bid proposals and no claim whatsoever including those for financial adjustment to the contract awarded under the bidding documents will be entertained by the department. Neither any change in the time schedule of the contract nor any financial adjustments arising thereof shall be permitted by the department on account of failure of the bidder to know the local laws/conditions.
2. Application for bid documents for the work can be made on any working day up to the scheduled date and time with requisite documents as mentioned in the press notice.
3. The bidder shall be required to deposit Rs.10,000.00 (Rupees Ten Thousands only) (non-refundable) and Rs.1,00,000.00 (Rupees One Lakh only) (refundable) as Earnest Money separately, in the form of Demand Drafts in favour of Central University of Jharkhand payable at Ranchi in a separate envelope superscripted as "Processing Fees & EMD" (Envelope-I). The bid shall be submitted in two separate envelopes superscripted as "Technical Bid" (Envelope-II) and "Financial Bid" (Envelope-III). Then Envelope-I, II and III must be kept inside an another envelope (Envelope-IV) clearly superscripted as "Maintenance Of Capital Assets/Services" and "Name of Agency" and this envelope is to be submitted to:

**OSD Project, 4th Floor, City Centre,
Kanke Road, Ranchi-834 008 (Jharkhand)**

4. If the applicant is a firm, the application shall be signed by the proprietor/partner of the firm. If the applicant is a company or a corporation, the application shall be signed by the Chairman or the Managing Director of the company or the corporation.
2. No change in quoted rates in the tender document will be entertained after receipt of proposal.
3. If so desired the tenderers or their authorized representatives (authorization letter mandatory) may be present on the day of opening of tender.
4. Each applicant is expected to get fully acquainted with the local conditions and factors, which would have any effect on the performance of the contract and/or the cost. It is the applicant's responsibility that such factors have properly been investigated and considered while submitting the bid proposals and no claim whatsoever including those for financial adjustment to the contract awarded under the bidding documents will be entertained by the department. Neither any change in the time schedule of the contract nor any financial adjustments arising thereof shall be permitted by the department on account of failure of the bidder to know the local laws/conditions.
5. Tentatively such works are of emergent in nature. The amount can vary with respect to works already cropped up or to be cropped up. **The bidders are advised to inspect the site of the work before submitting their offers.**
6. **Central University of Jharkhand reserves the right to increase or decrease the scope of work** as per requirement as well as availability of funds from funding agency.

7. Time will be the essence of this contract. The agency (individual)/firm shall start the work immediately after the award of work. The bidder shall perform the services to the entire satisfaction of the OSD(Project)/Vice Chancellor, Central University of Jharkhand in pace with progress of the project. In case it is seen that the bidder is delaying in starting the work or not doing the job satisfactorily or suspends the work or delays the completion of work then the action will be taken by the Competent Authority. In such case, if the firm fails to function in specified manner and within the allowed time period OSD(Project)/Vice Chancellor, Central University of Jharkhand shall have the authority to terminate the job assignment of the service by giving 7 days' notice. Any delay for non-commissioning and timely rectification may result in penalty at the rate of 10% and will be deducted from the due payments if any of the bidder.
8. The decision of the Competent Authority of the University will be the final and binding to all. The Vice Chancellor, Central University of Jharkhand reserves the right to accept or reject any application and to annul the tender process and reject all applications at any time, without assigning any reason or incurring any liability to the applicants.
9. If any information furnished by the applicant is found to be incorrect at a later stage, he shall be liable to be debarred from tendering/taking up of work in Central University of Jharkhand. The Central University of Jharkhand reserves the right to verify the particulars furnished by the applicant independently.
10. Agreement shall be drawn with the selected/authorized person of the firm/individual by the department within 15 days after decision of the Competent Authority
11. This tender document, other correspondence with the selected bidder before acceptance of the tender and letter of acceptance shall form the part of the agreement.
12. The recovery of income tax, service tax, etc. and other statutory deduction will be made from the bills as per applicable rules for rendering such services of selected bidder.
13. The EMD of the selected applicant shall be retained by the department and the EMD of other applicants shall be released, without any interest after acceptance of the selected tender.
14. Even though an applicant may satisfy the above requirements, University would be liable to disqualification if he has:
 - a) Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the pre-qualification document.
 - b) Record of poor performance such as abandoning work, not properly completing the contract, or financial failures/weakness etc.
 - c) Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.

ANNEXURE-I

TOTAL NO. OF TECHNICAL PERSONS WITH QUALIFICATION AND EXPERIENCE OF EACH

SL No.	Designation	Total no. available	Name(of Key & expert persons who shall be assigned this job.	Qualification*	Professional* experience & details of works carried out	How these would be involved in this work	Employed since	Remarks
1	2	3	4	5	6	7	8	9

* Relevant supporting documents/certificates issued by competent authority should be submitted.

Signature of Tenderer
with stamp

ANNEXURE II

PROJECTS UNDER EXECUTION OR AWARDED BY THE FIRM

Sl No.	Name of work/Project and location	Owner or sponsoring organization	Cost of work	Date of commencement as per contract	Stipulated date of completion	Upto date percentage progress of work	Slow progress if any, and reasons thereof	Name and address/telephone number of officer to whom reference may be made	Remarks
1	2	3	4	5	6	7	8	9	10

Note : Attach additional sheet, if necessary.

Signature of Tenderer
with stamp

ANNEXURE-III

FINANCIAL BID

Name of work :- "Maintenance Of Capital Assets/Services"

**SCHEDULE OF ITEMS FOR WHICH RATE TO BE QUOTED BY
THE TENDERER IN FIGURES AND WORDS**

FOR CIVIL WORKS	
Rate to be quoted in percentage above / below or at par Delhi Schedule of Rates 2007 for the items covered under the said schedule.(in figure) (in words)
FOR INTERNAL ELECTRIFICATION	
Rate to be quoted in percentage above / below schedule of Rate Part I, 007. for the items covered under the said schedule.(in figure) (in words)

ADDITIONAL ITEMS:				
SL. NO.	DESCRIPTION OF EXTRA ITEMS	QUANTITY	RATE	AMOUNT
1	2	3	4	5

Note : Attach additional sheet, if necessary.

Signature of Tenderer

ANNEXURE-IV

LETTER FOR SUBMISSION OF TENDER

To
The OSD Project,
Central University of Jharkhand
4th Floor, City Centre, Kanke Road,
Ranchi-834 008 (Jharkhand)

SUBJECT: "MAINTENANCE OF CAPITAL ASSETS/SERVICES"

Sir,

I/We have carefully read and understood the detailed terms and conditions for the work of "Maintaining the Capital Assets so generated/Services like Plumbing, Civil & Electrical in the Brambe Campus, Central University of Jharkhand, Brambe, Ranchi-835205 (Jharkhand) for a period of six months w.e.f. 01st October, 2013 to 31st March, 2014."

I/We hereby offer for Maintenance services as per terms and conditions set out by the department.

Thanking you.

Yours faithfully,

Place : _____

Date : _____

(Authorized Signatory with Seal)

Name of Applicant(s): _____

Address : _____

Telephone No.: _____

Mobile No.: _____

Fax No.: _____

Email ID: _____