

OFFICE OF THE PRINCIPAL, REWA ENGINEERING COLLEGE, REWA (M.P.)



(Declared Autonomous by the Govt. of M. P.)

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No. /RECR/CONST/2017/3351

Rewa, Dated **04.10.2017**...

The tenders are invited from registered reputed contractor of government departments for following maintenance works proposed in institution campus. Complete tender with all enclosures should be submitted to the office of this institution in office hours on or before **01.11.2017 up to 5.00 PM. The tenders will open in the institution on 02.11.2017 at 11.30 AM.** Separate bid (the rate quoted must be with respect to latest present SOR of MP PWD) should be submitted for each item of works from S.No.1 to 10. The detail tender documents with all information are available on college web site www.recrewa.ac.in.

S. No.	Name of Work	Cost Rupees(Lakh)
1	Flooring Work in Dynamics of Machine Lab	2.29
2	Repairing of Roof of Chemistry Lab	5.00
3	Repairing of Roof of Electronics Engg. Department	3.99
4	The Renovation and Beautification Works in front of Main Gate of College Building	2.10
5	The Construction of Drainage line and Repairing Works in New Girls hostel	3.68
6	Construction of Inner Connecting Road between two Girls Hostels	1.82
7	Repairing of Roofs in Residential Quarters of College Campus	5.04
8	Flooring Works in Residential Quarters of College Campus	5.04
9	Fitting work of Iron I-Section Girders supporting Roofs in Residential Quarters	5.00
10	Repairing / Replacement Works of Windows and Doors of Residential Quarters	5.04

Principal
Rewa Engineering College, Rewa

**TERMS AND CONDITIONS OF TENDER FLOATED FOR BOG APPROVED
MAINTENACE WORKS AT REWA ENGINEERING COLLEGE REWA (MP)**

Main Points

1. Last date of receiving sealed tenders in office (local as well as by post) is **01.11.2017 upto 5:00 PM**
2. The tenders shall be opened on **02.11.2017 at 11.30 am** in office of the principal.
3. The cost of tender document (attached with tender) is **Rs 500.00 (nonrefundable)**.
4. The earnest money deposited with tender document is **2%** of estimated cost of work (refundable).
5. **The sealed Tenders will be accepted separately for each work, listed in S.No. 1 to 10.** The rate must be quoted in percentage latest MPPWD Schedule of Rates (SOR).The cost of Tender document and EMD should be attached separately with each tender.
6. Once the Agency is decided by Lowest rate quoted and fulfilling other eligibility conditions, before the issue of Letter of acceptance/ Work order by this office, the agency has to deposit the **Performance security deposit of 5% of Tender cost and additional performance security deposit** (if rates are below the Minimum Prescribe tender rates of MP PWD) as per latest practiced tender rules of MP Public Works Department.
7. The Contractor should visit the College for seeing the various works mentioned in the tender to be taken up before submission of tender.

Other Conditions

1. Tenders received after the due date and time will not be accepted in any case.
2. THE TENDER FORM IS NON TRANSFERABLE.
3. (A) The tender should be sent in firms own letter pad in duplicate, one set should be 'Original' while other should be 'Duplicate'. Each set should be prominently marked as 'ORIGINAL' or 'DPLICATE' as the case may be and should be complete along with terms and conditions of supply and catalogues.

(B) Tender (for each item) should be prepared and furnished on separate sheet, complete in all respects including terms and conditions of supply and catalogues for the items offered in the tender. Original and Duplicate copy of tender for each items should not be placed one below the other.

(C) The Tenderer must furnish the following information in his tender
 - (i) Sr. No and page No. of the items of tender form.

(D) Make and Name of manufacturer of the items offered should invariably be mentioned against each item in the Tender.

(E) If the items / software of tendered specification is not available, the items having specification nearest to the tendered specification can be considered.

(F) Printed conditions on the back of the tender will not be binding unless separately mentioned.

(G) Sealed Tenders in respect of items/furniture given in the list should be submitted (A, B, C) category wise in separate covers.

4. SPECIFICATIONS:

(A) The Tenderer must furnish complete technical specifications of the items offered in his tender duly supported with the printed or typed catalogue / leaflet without which the offers are liable to be ignored.

(B) Tenderer must furnish full detailed technical specification for the items/furnitures offered for which brief specifications are mentioned in the tender form.

5. Catalogues/leaflet/literature etc. of the items/furniture should invariably be attached with original and as well as duplicate set of tender. Items No. and Page No. of the items/furniture should be mentioned on the relevant leaflet. Literature for easy reference purpose, a list showing the catalogues etc. should also be furnished along with the tender.

6. RATE AND TAXES:

(A) The rates should be quoted F.O.R. Destination including packing forwarding, freight. Insurance and excise duty. Nothing extra will be paid to the supplier except the central sales Tax/M.P. Sales Tax/ VAT/GST which should be specified clearly in the tender.

(B) If the rates are quoted excluding Excise duty, then the current rate at which Excise duty will be charged extra should be clearly indicated. The Tenderer should avoid the use of vague terms such as "Extra as applicable".

(C) The Tenderer will have to record the following certificates on the bill(s) for claiming Excise duty.

(i) Certified that the excise duty charged in the bill is not more than what is payable under the provision of the relevant, Act of the rules made there under.

(ii) Certified that the amount of Rs. ----- claimed as excise duty in the bill is in accordance with the provisions of the rules in all respects and that the same has been paid to the excise authorities in respect of stores covered by the bill.

(D) The Tenderer must specify clearly the items/furnitures on which excise duty is payable extra other wise no claim for payment of excise duty will be entertained on any items/furniture.

(E) Since the suppliers are required to quote rates F.O.R. Destination, insurance charges will not be paid extra to any supplier, hence rates should invariable be quoted inclusive of insurance charges.

(F) As far as possible, The Central sales Tax/M.P. Sales Tax should not be included in the rates quoted in the tender.

(G) If the rates are quoted ex-go down and/or F.O.R. Station of dispatch then the Tenderer must also indicate charges towards packing, forwarding, railway freight, insurance charges, etc so as to compare his rates with those of others who have quoted as per tender condition. Failure on his part will be at his risk and such offers are liable to be ignored.

(H) Taxes if livable and being claimed extra should be clearly stated failing which the rates quoted in the tender will be construed as inclusive of all taxes and no claim for the same will be entertained.

(I) It should be clearly noted that the suppliers will have to affect the delivery of the items/furnitures in the institution (i. e. Located in Madhya Pradesh) i. e. Engineering College, REWA (M.P.).

(J) The rates should not be altered. Quotation should always be both in figures and words.

7. The Tenderer is required to furnish Earnest Money Deposit equivalent to **2%** of the Cost of Items/furniture quoted by him in the tender.

(a) Quantity mentioned against each items/furniture in the tender form should also be accounted for while calculating the amount of earnest money deposit. In case more than one offer is quoted for any items/furniture, the cost of highest offer should be taken into consideration for the purpose of calculation of 2% amount of Earnest Money Deposit. Optional accessories, if quoted should not be taken into account for the purpose of Earnest Money Deposit. The earnest money should be sent in the shape of BANK DRAFT only drawn in the favor of PRINCIPAL, REWA ENGINEERING COLLEGE REWA (M.P.) Earnest money in the shape of fixed deposit Receipts, call deposit receipts and cheques will not be accepted.

(b) All the Tenderers irrespective of the fact whether they are registered with D.G.S.D. or other organizations, should furnish earnest money along with the tenders. Tenders received without earnest money will be rejected and will not be considered in any case. Request for relaxing the condition of Earnest Money will not be entertained by the office. It may also be noted that if earnest money is not received before the due date and time prescribed for receipt of the tender, the same will not be accepted and such tenders will be rejected. Statement showing the cost of items/furnitures quoted in the tender and earnest money furnished should also be furnished along with the tender in PROFORMA-I

(c) As per orders of the Madhya Pradesh State Government Small scale Units registered with the Industries deptt. Of Madhya Pradesh Government are only exempted from furnishing of Earnest MONEY. If a Tenderer is registered as a small Scale Unit with the Industries Department of Madhya Pradesh government, he should furnish a certified/photo state copy of the competency certificate issued by the Industries Department along with the tender failing which his tender will be rejected. The Competency Certificate remains valid for 2 years from the date of issue unless it is withdrawn. The exemption will be granted for the items/furnitures produced or manufactured by the Tenderer for which he is registered with the Industries Department of Madhya Pradesh Government.

(d) Government of India undertaking is liable to be exempted from furnishing of earnest money deposit.

8. The Tenderer is required to furnish fresh earnest money with this tender. Earnest Money, if previously furnished will not be adjusted against this tender notice.

9. In case of non-acceptance of tender/offer, the earnest money will be refunded to the Tenderer in due course of time. The earnest money received along with the tender will be treated as security Deposit in case the order is placed with the Tenderer.

10. The entire amount of earnest Money/Security Deposit will be forfeited in case –

(a) the Supplier either expresses his inability or does not execute the order for the quoted items if the order is placed with him within the validity period of tender at the rates quoted in the tender and for the makes/brands quoted in the tender.

(b) If complete Items/furniture is not supplied within the delivery period Mentioned in the order or within the extended periods from time to time.

(c) If the supplier executes only part of the order.

11. Extension in the delivery period will be granted at the discretion of the undersigned provided the Tenderer is willing to accept penalty @ 1% per month of the full cost of items/furniture for which the order has been placed and for which extension is desired. The items/furnitures dispatched before the expiry of delivery period but received after the expiry of delivery period will also be subjected to 1% penalty charges.

12. In case of any default in the execution of the order the undersigned will be at liberty to forfeit the entire earnest money/security deposit. The undersigned also reserves the right to cancel the order and forfeit the entire Earnest money/Security Deposit of the Tenderer in case the Tenderer fails to adhere strictly to all the terms and conditions of tender, supply order and agreement bond and subsequent instructions for supply of the items/furniture.

13. If defected or any kind of deviations from specifications are detected and reported to the supplier, the supplier should effect replacement or rectify the defects free of charges within 30 days from the date of report failing which items/furniture will not be accepted and will be returned to the supplier at his cost and risk and entire earnest money/security deposit will be forfeited. In case the items/furniture is sent for repairs to the supplier, it should be repaired and returned to the institution within 30 days from the date of receipt of items/furniture failing which the same will not be accepted and entire earnest money/security deposit will be forfeited. However undersigned may condone the delay in exceptional deserving and genuine cases where the time limit of 30 days is not adhered.

14. If items/furnitures supplied are not according to the ordered specification and are not of proper quality, the same will not be accepted. Similarly second hand reconditioned damaged repaired and substandard items/furnitures and items/furnitures having poor workmanship or not being to the entire satisfaction of the consignee will not be accepted. The items/furnitures supplied as above but rejected will be returned to the Tenderer at his cost and risk and entire amount of Earnest money/Security Deposit will be forfeited. Only Brand New items/furniture calibrated in metric units and with Fine workmanship and ordered specification are to be supplied.

15. The quantity given in the tender against each item could be increased or decreased at the discretion or convenience of the undersigned at any time.

16. The submission of a tender will be deemed to be the acceptance of all the terms and conditions of the tender as stated herein.

17. Tenders should be valid at least for six months from the date of opening of the tender; the prices should be firm and should not be subject to any variation.

18. G.S.T. will be as per Govt. of M.P. existing rules.

19. THE UNDERSTANDED DOES NOT PLEDGE HIMSELF TO ACCEPT THE LOWEST OR ANY TENDER AND ALSO RESERVES THE RIGHT OF REJECTING ALL OR ANY OF THE TENDER WITHOUT GIVING ANY REASON FOR THE SAME AND TO SELECT THE TENDER AS BE MAY DEEM FIT.

20. NO REQUEST FOR SUPPLY OF ANY DETAILS IN RESPECT OF TENDERS OR COMPARATIVE CHART OF ANY OTHER ENQUIRY IN RESPECT OF THE TENDERS ALREADY RECEIVED IN THIS OFFICE WILL BE ENTERTAINED IN ANY CASE.

21. Exact and earliest possible time of delivery should be indicated in the tender form against each item. Other things being equal, Tenderer who will give earliest delivery period will be preferred while comparing the rates. The delivery date given in the order will be the date of receipt of items/furniture in the Institution and not the date of dispatch of items/furniture by the supplier. Time required for transportation of the items/furniture should also be taken into account while quoting delivery period. Items/furniture with longer delivery period will not be preferred.

Ex-stock offers will be preferred. It will be his responsibility to intimate this office within the validity period of tender in the event of the store offered ex stock has been sold elsewhere. Failure will mean that the stores are available ex-stock during the validity period of the tender. No cognizance will be taken of the intimation that the stores have been sold out prior to receipt of order if such an intimation is received after placing of order, in such cases the entire earnest money/security deposit will be forfeited due to non-execution of order within the delivery period for such items/furnitures.

SEALED ENVELOPES FOR THE TENDER MUST BE SUPPERSCRIBED AS “TENDER NOTICE NO..... ” and should be addressed to:

To,

THE PRINCIPAL,
REWA ENGINEERING COLLEGE,
REWA (M.P) – 486002.

22. The successful Tenderer will have to execute the agreement bond in the form as approved by the Govt. M.P.

No advance payment either with order or against R/R will be made to any supplier in any case. Hence the suppliers should not stipulate conditions of advance payment either with order or against R/R. Please note that the terms of payment are not negotiable.

The payment will be made within 30 days after receipt of items/furniture in perfect physical and working condition/ completion of civil works and no part payment for the defective /incomplete items/furniture will be made. The earnest money/security deposited will be retained by the

Institution till the completion of onsite warrantee period as per rule from the date of receipt of the items/furniture in the Institution/ completion of Civil works.

The Tenderers stationed in Madhya Pradesh State should submit the State Sales Tax Clearance Certificate for the period ending 31-3-2017 from the concerned authorities along with the tender. Certificates issued prior to 31-3-2017 will not be accepted. Tenders received without this certificate are liable to be rejected.

GUARANTEE:

The Tenderer should undertake to repair or replace free of charges the defective parts due to faulty design or bad workmanship during the period of three years from the date of receipt of the items/furniture in prefect working condition. Replacement or repair of part should be done and delivered free of charges at this institution.

ALL DISPUTES WITH REGARD TO THE CONTRACTS FOR THE PURCHASED ITEMS/FURNITURE ETC. WILL BE SUBJECT TO THE JURISDICTION OF COURTS AT REWA (M.P.)

(a) Only actual manufacturers or their authorized agents and stockiest may submit tender. In the event of order, the suppliers who are manufacturer of the items/furniture will have to furnish certificate to the effect that they are manufacturer of such and such make where as authorized agent or stockiest will have to furnish the certificate signed by the manufacturer certifying that M/S so and so is their authorized stockiest agent for sale of items/furniture manufactured by them. No items/furniture without certificate will be accepted either from the manufacturer or from the authorized agent stockiest, and the items/furnitures, if supplied against the orders placed, not be accepted will be returned to the supplier at his cost and risk and entire amount of Earnest money/security Deposit will be forfeited. The Tenderers are therefore, advised not to quote for the items/furnitures for which they are not authorized manufacturer/agent/stockiest/dealer.

(b) Subletting and assigning of contract without the prior permission of the Principal, Government Engineering College, Rewa or an officer authorized on his behalf is prohibited.

23. Items/furniture and machinery calibrated in Metric System only need be quoted.

24. The supplier should tender necessary assistance if required in erecting the machinery and items/furniture in the institution free of charges.

25. The Tenderer shall guarantee that after sale; service shall be made available as and when required.

26. Discount, if offered, should be clearly indicated in the tender both in words and figures; Discount offered for making advance payment against R/R will not be considered hence no such discount should be offered on this count.

27. Preference will be given to those Tenderer who will undertake installation and demonstration of the items/furniture and machines at their own cost in the concerned institution. Hence suppliers should specifically mention this fact against the items/furnitures for which they will make the installation and demonstration of the items/furniture at this institution at their cost.

28. No offer should be made for the items against Import License to be acquired. All imported items/furnitures should be delivered in the institution located at Rewa (M.P.) and payment will be made in Rupees.

29. The Tenderer will have to furnish the following information's for the items/furnitures quoted in the tender if desired by organization.

1. Annual out-put of the items/furniture.
2. Annual turn over.
3. The names of institutions where the items/furniture have been supplied during the period of last 2 years.

30. The Principal reserves the right to inspect the items/furniture during the course of manufacture and also the factory, workshop of the supplier/ manufacturer.

31. Unless otherwise mentioned, the number of items to be purchased is one.

32. The demo of the item should be conducted within 10 days from the date of tender opening.

PROFORMA-I

STATEMENT SHOWING THE COST OF ITEMS QUOTED IN THE TENDER FOR EARNEST MONEY PURPOSE (SEE PARA 8 (b) OF TERMS AND CONDITIONS

Total Cost of all works Quoted in the tender (including GST)	2 % of the cost of works Quoted in the tender.	Amount of earnest/ Money Furnished.
1.	2.	3.

List of Civil Works

The Contractor should visit the College for seeing the various works mentioned below, to be taken up and separate bid should be submitted for each work. The rate must be quoted in percentage latest MPPWD Schedule of Rates (SOR).

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1	Flooring Work in Dynamics of Machine Lab	2.29
2	Repairing of Roof of Chemistry Lab	5.00
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