



Sri Pratap College
Department of Environment and Water Management
Cluster University Srinagar

NOTICE INVITING TENDER

For and on behalf of Principal S.P. COLLEGE CLUSTER UNIVERSITY, sealed tenders affixed with revenue stamp of rupees 2 in two bid systems are invited from reputed manufacturers/authorized dealers/suppliers for supply, installation and testing of different Equipments required for S.P COLLEGE CLUSTER UNIVERSITY, Srinagar as mentioned in the tender notice under the terms and conditions of the said notice. The bid/tender document consisting of qualifying information, eligibility criteria, specifications, terms & conditions and other details can be seen/ downloaded from website of S.P.COLLEGE as per the schedule given below:

S. No	Activity	Date
1.	Date of issuance of tender notice	11-05-2019
2.	Bid Submission Start Date	13-05-2019
3.	Seek Clarification Last Date	16-05-2019
4.	Bid Submission Last Date	24-05-2019 (up to 2 pm)
5.	Date and Time of Opening of Technical bid	27/05/2019
6.	Date and Time of Opening of Commercial bid	To be intimated

Sd/-

No:

Dated:

TENDER FOR SUPPLY OF EQUIPMENTS TO DEPARTMENT OF ENVIRONMENT AND WATER MANAGEMENT SRI PRATAP COLLEGE CAMPUS CLUSTER UNIVERSITY SRINAGAR

TENDER ENQUIRY NO:

DATED:

1. This tender aims for purchase of equipments namely Atomic Absorption Spectrophotometer and Bio composter for Department of Environment and Water Management Sri Pratap College Cluster University Srinagar and Principal Investigator invites tenders from eligible providers for **“Tender for the supply of Equipment to the department .** Bidders are requested to quote their best possible prices with special discount, as the set-up is a non-commercial public service educational initiative supported by Science Engineering Research Board (SERB), Department of Science and Technology (DST), Government of India (GOI).
2. The address and contact numbers for sending bids or seeking clarifications regarding this TENDER are given below:
 - a) Bids/queries to be addressed to: **Principal, S.P. College, Srinagar**
 - b) Name/designation of the contact personnel: **Dr Humaira Qadri**
 - c) Telephone numbers of the contact personnel: **+91 9797794867**
 - d) E-mail ID's of contact personnel: **qadrihumaira3@gmail.com**

3. SCHEDULE OF VARIOUS ACTIVITIES:

S. No	Activity	Date
1.	Date of issuance of tender notice	11-05-2019
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4. This TENDER is being issued with no financial commitment and the buyer reserves the right to change or vary any part thereof at any stage. Buyer reserves the right to withdraw the TENDER, should it become necessary at any stage. Buyer also reserves the right to confirm the technical specifications from the manufacturer directly if the need arises.
5. Prospective bidder may download the tender paper from website of S.P.COLLEGE and submit the bid hardcopies in the institute in due time & date as mentioned in the tender document.

Part I: General Information

- 1. Last Date and Time for Depositing the Bids: As Given in the Front Page of the Tender.**
The bids (both technical and commercial) should be deposited/submitted by the due date and time. The responsibility to ensure this lies with the bidder.
- 2. Manner of Depositing the Bids:** The Technical Bid of the Tender should be submitted in a sealed cover super scribing the wordings —Technical Bid. Department of Environment and Water Management Sri Pratap College Campus Cluster University Srinagar reserves the right to amend the Bid document, tentative schedule and critical dates. The bid document is available at S.P.College office & can be downloaded from **S.P COLLEGE Website**. Technical Bid in sealed cover should be superscripted with the words “**Technical Bid for Supply of Equipment to Department of Environment and Water Management Sri Pratap College Campus Cluster University Srinagar - 190 001 against NIT No: F-TENDER-Equip. Dated: .The bidder is required to submit a valid document of the manufacturer specifying the technical specification. The prices should be quoted inclusive of all taxes.** Prices are to remain valid for 90 days from the date of opening of Commercial Bid. **Hard copies of both technical bid and commercial bids needs to be submitted separately**
- 3. Time and Date for Opening of Bids: As Given in the Front Page of the Tender.** If due to any exigency, the due date for opening of the Bids is declared a closed holiday, the Bids will be opened on the next working day at the same time or on any other day/time, as intimated by the Buyer through e- mail).
- 4. Place of Opening of the Bids. Principal S.P.College office** The bidders may depute their representatives, duly authorized in writing, to attend the opening of Bids on the due date and time. Rates and important commercial/technical clauses quoted by all Bidders will be read out in the presence of the representatives of all the Bidders after the commercial bid is opened. This event will not be postponed due to non- presence of your representative.
- 5. Two-Bid System:** Technical Bid would be opened and the tenders found eligible will go for opening of Commercial Bid on the same day or the day as decided by the competent authority and commercial bids of Ineligible tenders will not be opened.
- 6. Clarification Regarding Contents of the TENDER:** A prospective bidder who requires clarification regarding the contents of the bidding documents shall notify to the Buyer in

writing about the clarifications sought as per the date given in the front page of the tender. Clarification if any shall be notified on the website in the form of Corrigendum and no separate paper publication shall be made.

- 7. Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection with forfeiture of EMD. Conditional tenders will be rejected.
- 8. Validity of Bids:** The Bids should remain valid till **90** days from the date of opening of the commercial bid.
- 9. Earnest Money Deposit:** Bidders are required to submit Earnest Money Deposit (EMD) of **Rs. 5,000/-** along with their bids. The EMD may be submitted in the form of an Account Payee Demand Draft. EMD is to remain valid for a period of 90 days. EMD of the unsuccessful bidders will be returned to them at the earliest. The Bid Security of the successful bidder would be returned, without any interest whatsoever, after the receipt of Performance Security from them as called for in the contract. The EMD will be forfeited if the bidder withdraws or amends impairs or derogates from the tender in any respect within the validity period of their tender.
- 10. Eligibility Criteria:** Firm/bidders blacklisted at any stage or by any State/Central Universities, NITs/IITs/IITs, Central/State Government body/PSUs etc. need not to apply.
 - (a) The bidder should be an Indian registered company engaged in respective area of works. The bidder should have sufficient Infrastructure, technical expertise and financial strength to undertake the contract.
 - (c) The bidder should have experience of similar work with reputed organization. The nature of completed work and satisfactory completion of project in various Government Institutes/Reputed Firms/PSUs should be supplied. [**NOTE:** The documentary proof of **Purchase orders** in respect of works mentioned in bid **must** be submitted along with the bid.]
 - (d) Tenderer should submit documents in support of minimum eligibility criteria along with the tender/bid. NO document in support of minimum eligibility criteria will be accepted / entertained after opening of tender.
- 11. Performance Guarantee:** Successful Bidders may be asked to submit the performance security @ 5% of the purchase order value or Contract value in the form of Fixed Deposit, Bank guarantee from a schedule commercial bank which and will be retained up to the warranty Period.

Part II: Essential Details of Items/Services required

- 1. Schedule of Requirements:** List of items / services required is as mentioned in Annexure-B.
- 2. Technical Details/Scope of work:** Technical Specification of required items is as mentioned in Annexure-B

Note: All equipment/ tools/ accessories/ safety gears in concern will be provided by the firm.

- 3. Delivery Period:** Delivery period for supply and completion of works would be **30 DAYS** from the effective date of placing Work/Purchase Order. Please note that Purchase order can be cancelled unilaterally by the Buyer in case items are not received within the contracted delivery period. Extension of contracted delivery period will be at the sole discretion of the Buyer.
- 4. Terms for Delivery and Transportation:** The definition of delivery period for the TENDER will be **on receipt of Purchase Order.**
- 5. Consignee Details.** Principal S.P.College Srinagar

PART III – Special Conditions

- 1. Option Clause.** This contract has an Option Clause, wherein the Client can exercise an option to procure an additional quantity of items/sub-items in accordance with the same terms & conditions of the present contract. This will be applicable within the currency of contract. It will be entirely the discretion of the Client to exercise this option or not.
- 2. Repeat Order Clause.** This contract has a Repeat Order Clause, where in the Client can order as desired quantity of the items / services under the present contract within six months from the date of successful completion of this contract, cost, terms & conditions remaining the same. It will be entirely the discretion of Client to place the Repeat order or not.
- 3. Tolerance Clause.** To take care of any change in the requirement during the period starting from issue of Tender Enquiry till placement of the supply/work order, Client reserves the right to increase or decrease the quantity of the required items/sub-items/goods/ services without any change in the terms & conditions and prices quoted by the Firm. While awarding the contract, the quantity/services ordered may be increased or decreased by the Client within this tolerance limit.
- 4. Payment Terms.** It will be mandatory for the Bidders to indicate their bank account numbers and other relevant e-payment details so that payments could be made through ECS/NEFT/RTGS mechanism instead of Payment through cheques. No Advance payment will be made. 100% payment will be done on satisfactory completion of work.
- 5. Paying Authority.** The payment of bills will be made by S.P. COLLEGE Srinagar within 60 days of submission of the following documents by the SELLER to the Paying Authority:
 - (a) 02 ink-signed copies of Commercial invoice / SELLER's bill.
 - (b) A work completion certificate post Supply / Installation / User Satisfaction certificate from Principal S.P.College
 - (c) Photocopy of Performance Bank guarantee.

(d) Details for electronic payment viz Account holder's name, Bank name, Branch name and address, Account type, Account number, IFSC code, MICR code (if these details are not incorporated in contract).

6. Risk & Expense Clause. Should the services or any installment there of not be delivered with the time or time specified in the contract documents, or if unsatisfactory delivery are made in respect of the services or any installment thereof, the BUYER shall after granting the SELLER 60 days to cure the breach, be at liberty, without prejudice to the right to recover liquidated damages as a remedy for breach of contract, to declare the contract as cancelled either wholly or to the extent of such default.

7. Force Majeure Clause. Neither party shall bear responsibility for the complete or partial nonperformance of any of its obligations (except failure to pay any sum which has become due on account of receipt of goods under the provisions of the present contract), if the non-performance results from such Force Majeure circumstances as flood, fire, earth quake and other acts of God as well as other circumstances beyond the parties control that have arisen after the conclusion of the present Contract.

(a) In such circumstances, the time stipulated for the performance of an obligation under the present contract is extended correspondingly for the period of time action of these circumstances and their consequences.

(b) The party for which it becomes impossible to meet obligations under this contract due to Force Majeure conditions, is to notify in written form to the other party of the beginning and cessation of the above circumstances immediately, but in any case, not later than 10 (ten) days from the moment of their beginning.

(c) Certificate of a Chamber of Commerce (Commerce and Industry) or other competent authority or organization of the respective country shall be a sufficient proof of commencement and cessation of the above circumstances.

(d) If the impossibility of complete or partial performance of an obligation lasts for more than 06 (six) months, either party hereto reserves the right to terminate the contract totally or partially upon giving prior written notice of 30 (thirty) days to the other party of the intention to terminate without any liability other than reimbursement on the terms provided in the agreement for the goods received.

8. Quality Assurance. Assurance of quality is the responsibility of the firm and firms are to indicate exclusively and submit proofs of quality assurance norms being followed.

9. Inspection. The inspection of delivered items would be carried out by the representative/s of the Department of Environment and Water Management Sri Pratap College Campus Cluster University Srinagar.

10. Period of Contract. The contract shall be valid for a period of **12 months**, from the date of issue of Purchase Order.

11. Extension Clause. The contract agreement may be extended further for a period mutually agreed between the buyer & seller, without any changes in rates quoted, and, on same terms and conditions mentioned in the extant tender document. However, charges in taxes/Government levies incorporated from time to time would be catered in concluding extension in contract. Any such extension would be processed only after submission of a certificate by the seller mentioning —No downward trend in price and with the approval of the competent financial authority.

Part IV – Other/Miscellaneous Information

1. The Broad Guidelines for Evaluation of Bids.

- (a) Only those Bids will be evaluated which are found to be fulfilling all the eligibility and qualifying requirements of the tender Enquiry.
- (b) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price will prevail and the total price will be corrected. If there is a discrepancy between words and figures, the amount in words will prevail for calculation of price.
- (c) Prices quoted by the FIRM should be precise and unambiguous.
- (d) FIRM can quote for some or all categories mentioned.
- (e) Evaluation of the bid shall be carried out basing on the cost of the financial bid for each group of items (i.e. the tender will be evaluated item wise).

2. CHECK LIST (ON THE LETTER HEAD OF THE BIDDER)

The Bid must include a check list in the following format. No document in support of minimum eligibility criteria will be accepted / entertained after opening of tender.

S. No	Documents	YES/No	Proof of Document Attached
1.	Cover letter by bidder (On the Letter Head of the Bidder).		As per the format given in Annexure A
2.	Check List		As given in the tender document
3.	Earnest Money Deposit (EMD), if required.		As given in tender document
4.	Registration Certificate of the Bidder		Copy of Registration Certificate
5.	Documents in proof of Similar work experience		(Copy of Purchase Order, etc.)
6.	Affidavit to the effect that the bidder is not Black Listed by any State/Central Universities NIT/IIT/IIIT		Furnish details as per Annexure-C
7.	Documents in proof of Availability		Dealership/Distributor/OEM

	of Technical and Financial strength to undertake the work		Certificate, Any valid document in proof of financial strength
8.	List of Organization/Customer Dealt.		Furnish details as per Annexure-D
9.	Compliance Sheet		Furnish details as per Annexure-E
10.	Other Documents		As given in the tender

3. Cover letter by bidder (On the Letter Head of the Bidder).

ANNEXURE “A”

To

**The PRINCIPAL,
S.P.College
Cluster University ,
Srinagar - 190001**

BID PROPOSAL SHEET
(ON THE LETTER HEAD OF THE BIDDER)

Subject: Supply of Equipment to “Department of Environment and Water Management Sri Pratap College Campus Cluster University Srinagar”

Dear Sir,

We, the undersigned Tenderers, having read and examined in detail the specifications as specified in this document in respect of **Supply of Equipment to Department of Environment and Water Management Sri Pratap College Campus Cluster University Srinagar** do hereby propose to supply the required products and services.

Tender No.				
Tender Fees Submitted		YES/NO (Please strike off whatever is no applicable)		
Amount	Mode	Date of Issue	Name of Bank	Valid up to
	Demand Draft			
EMD submitted		YES/NO (Please strike off whatever is no applicable)		
Amount	Mode	Date of Issue	Name of Bank	Valid up to
	Demand Draft			

ADDITIONAL PURCHASE/WORK ORDER: We understand that the Department of Environment and Water Management Sri Pratap College Campus Cluster University Srinagar in case of the requirements may also place repeat purchase order/work order. In such cases, we shall accept and execute all the purchase/work order placed on us by Department of Environment and Water Management Sri Pratap College Campus Cluster University Srinagar

BID PRICING: We further declare that the prices stated in our proposal are in accordance with your Terms & Conditions in the bidding document. We further understand that the quantities as specified in this Tender may increase/decrease at the time of Award of Purchase Order as per the requirements Department of Environment and Water Management Sri Pratap College Campus Cluster University Srinagar

QUALIFYING DATA: We confirm that we satisfy the qualifying criteria and have attached the requisite documents as documentary proofs. In case you require any further information/documentary proof in this regard during evaluation of our bid, we agree to furnish the same in time to your satisfaction.

CONTRACT PERFORMANCE SECURITY: We hereby declare that in case the contract is awarded to us, we shall submit the performance Guarantee Bond in the form of Bank Guarantee for the amount of 5% of the total order value.

PAYMENT TERMS: We hereby declare that in case the contract is awarded to us, we agree with payment terms specified in the tender documents.

CERTIFICATE AND DECLARATION:

- (f) I/We certify that no addition/modification/alteration has been made in the Original Tender Document. If at any stage addition /modification /alteration is noticed in the Original Document. I/We will abide by the terms and conditions contained in the original tender document, failing which Principal S.P.College reserves the right to reject the tender and/or cancel the contract.
- (g) It has been certified that all information provided in tender form is true and correct to the best of my knowledge and belief. We hereby declare that our proposal is made in good faith, without collusion or fraud. No forged /tampered document(s) are produced with tender form for gaining unlawful advantage. We understand that the principal S.P.College , Srinagar is authorized to make enquiry to establish the facts claimed and obtained confidential reports from clients.
- (h) In case it is established that any information provided by us is false / misleading or in the circumstances where it is found that we have made any wrong claims, the Principal S.P.College is authorized to blacklist our firm/company/agency and debar us in participating in any tender/bid in future.
- (i) I / We assure the Institute that neither I /We, nor any of my/our workers, will do any act which is improper / illegal during the execution, in case the tender is awarded to us.
- (j) I / We assure the Institute that I / We will NOT be outsourcing any work specified in the tender document, to any other firm.
- (k) Our Firm / Company / Agency has not been blacklisted or banned by any Govt. Department, PSU, University, Autonomous Institute or any other Govt. Organization.

- (l) I/We certify that, I have understood all the terms & conditions, as indicated in the tender document, and hereby accept all the same completely.
- (m) I/We, further certify that I/We, possess all the statutory/non-statutory registrations, permissions, approvals, etc., from the Competent Authority for providing the requisite services.
- (n) I/We hereby declare that this tender on acceptance communicated by you shall constitute a valid and binding contract.
- (o) I/We certify that the submitted quotation duly paginated and contains from page no. 1 to.....

Date, Signature and Seal of the Manufacturer/Bidder

ANNEXURE “B”

Technical Specifications of Required Items/Equipment/s

S. No	Name of the Item		Quantity
01 Atomic absorption spectrophotometer			01
i	Beam optics	Fully Automated Double Beam 4 Lamp Atomic Absorption Spectrophotometer with Air Filter, PC and Printer	
ii	Lamp turret	8 Lamp turret assembly facility in place of 4 Lamp Turret	
iii	Auto Slit	Auto Slit in place of manual slit.	
iv	Compressor	Oil Free Air Compressor	
v	Gas Cylinder	Filled Acetylene Gas Cylinder	
vi	Gas Regulator	Acetylene Gas Regulator	
vii	Cylinder	Filled Nitrous Oxide Cylinder	
viii	Regulator	Nitrous Oxide Regulator	
ix	Burner	N ₂ O Burner	
x	Accessory	Back Ground Accessory	
xi	Accessory	Fume Hood	
xii	Power requirement	2 KVA Stabilizer	
xiii	Vapour generation	Vapour Generation Accessory	
xiv	Operation of VGA	Filled Nitrogen Cylinder for Operation of VGA along with AAs	
xv	Regulator	Nitrogen Regulator	
xvi	Lamps	Hollow Cathode Lamps : Aluminum, Antimony, Bismuth, Cadmium, Cobalt, Copper, Chromium, Iron, Lead, Magnesium, Manganese, Molybdenum, Nickel, Silver, Silicon, Tin, Tantalum, Titanium, Tungsten, Zinc and Zirconium.	
xvii	Lamps	Hollow Cathode Lamps (Imported) other than above lamps	

xviii	Cover & Instruction Manual	Supplied with cover and instruction manual	
02 Bio composter			01
i	50Kgs per day FS011 Organic Waste to Compost in 24hrs		
ii	Shredder S.S blade		
iii	Shredder Shaft		
iv	Shredder Bearing.		
v	Shredder Housing		
vi	Composting Shaft		
vii	Composting Blades		
viii	Composting Bearing		
ix	Composting O Ring Housing		
x	Composting Bearing Housing		
XI	Cover & Instruction Manual		

ANNEXURE “C”

AFFIDAVIT REGARDING BLACKLISTING/ NON-BLACKLISTING FROM TAKING PART IN GOVT.TENDER BY GOI/GOVT. DEPT

(To be executed on Rs.10/- Stamp paper & attested by Public Notary/Executive Magistrate by the bidder)

I / We Proprietor/ Partner(s)/ Director(s) of M/S.----- hereby declare that the firm/company namely M/S.----- has not been blacklisted or debarred in the past by S.P.College or any other Government organization from taking part in Government tenders.

Or

I / We Proprietor/ Partner(s)/ Director(s) of M/S. -----hereby declare that the firm/company namely M/S.-----was blacklisted or debarred by S.P.College or any other Government Department

from taking part in Government tenders for a period of ----- years w. e. f.-----
 -----.

The period is over on-----and now the firm/company is entitled to take part in Government tenders. In case the above information found false I/We are fully aware that the tender/ contract will be rejected/cancelled by S.P.College and EMD/SD shall be forfeited. In addition to the above.S.P.College, will not be responsible to pay the bills for any completed/ partially completed work.

Signature.....

Name.....

Capacity in which assigned:

Name & address of the firm:

Date:

Signature of Bidder with seal.

Annexure-D

Annexure “F”

List of Organization/Customer Dealt

Provide at least THREE references with compatible network size and complexity to whom you have provided similar implementation and/or integration services. Please use this format for your response.	
ITEM	RESPONSE
REFERENCE 1	
Company / Institution Name Address Scope of Project Dates of Engagement Contact Name and Title E-mail Telephone	
REFERENCE 2	

Company / Institution Name Address Scope of Project Dates of Engagement Contact Name and Title E-mail Telephone	
REFERENCE 3	
Company / Institution Name Address Scope of Project Dates of Engagement Contact Name and Title E-mail Telephone	

Annexure “E”

Compliance Sheet

S. No	Item Name including Make & Model (if specified)	Is the quoted item as per the tendered Specifications including make/model if specified? (Y or N)	Remarks, if any.
1.	AAS (Atomic absorption spectrophotometer)		
2.	BIO-COMPOSTER		

Signature of Bidder with Seal

Sd/-
Dr Humaira Qadri
Principal Investigator

Sd/-
Dr Khurshid Ahmad Khan
Principal