



**Indira Priyadarshini Govt. Girls Post Graduate College of
Commerce, Haldwani , Nainital, 263139**
(Affiliated to Kumaun University Nainital)

Phone No - 9412907816
8979794959

Ref: 634/ CURIE/2024

Dated: 14/11/2024

Tender Document

Part- A: Terms & Conditions

General:

1. The Principal/Purchase Committee for the purpose reserves the right to reject any or all the tenders without assigning any reason thereof. Conditional tenders shall not be accepted. Duly filled tender documents in sealed covers super-scribed "**Tender for Instruments**" should reach to **The Principal Investigator, CURIE Project, Indira Priyadarshini Govt. Girls Post Graduate College of Commerce, Haldwani , Nainital, 263139** on or before the last date. Tender documents that do not provide complete information and that are received after the specified date and time will not be considered and will be summarily rejected. The department will not be responsible for any postal delay.
2. Sealed Tenders should be submitted in two-bid system consisting of Technical Bid (**Part-B** of the tender document), and Financial Bid (**Part-C** of the tender document). Duly filled **Technical Bid** and **Financial Bid** should be submitted **separately** in **two different sealed envelopes** kept **within one sealed** envelope. The "Technical Bid" or "Financial Bid" should be clearly written on the corresponding sealed envelopes, both kept within the sealed single envelop, super-scribed "**Tender for Instruments**".
3. The amount of total earnest money should be equal to the sum of the amounts of earnest money of the items for which tender has been placed. The DD of EMD has to be enclosed with the duly filled Technical Bid.
4. The purchase committee reserves the right to change any item or quantity of item(s) without prior intimation to the tenderer.
5. Rates should indicate all taxes and installation charges F.O.R. the Principal, **Indira Priyadarshini Govt. Girls Post Graduate College of Commerce, Haldwani, Nainital, 263139**, Uttarakhand, India. College will not supply "C" or "D" form.
6. Tenderer should produce authorization certificate of the Manufacturing Company/Firm represented by him/her.
7. It is essential to enclose make/company name/model No. and other specifications/product catalogue/manual, etc. of the items tendered.
8. After finalization of the purchase order to the successful tenderer, the EMD will be refunded, preferably within two months, to the unsuccessful tenderers without any interest. However, the EMD of the successful tenderer will be kept as Security deposit.
9. The supplier, ordered to supply the equipment(s)/item(s), has to supply, install and demonstrate the equipment(s) within **one month** from the date of issue of purchase order, failing which the Performance Security will be forfeited; and the purchase committee may

cancel the purchase order in full, or part, and re-allot the same to next lowest tenderer who otherwise fulfills all conditions.

10. The bills of the suppliers shall be paid by the College after all the materials/articles/equipments have been received, installed, inspected and operational training of the instruments/equipment(s) has been performed, and verified by the purchase committee.
11. The equipments should be of said specifications and have at least **one year** warrantee. The tenderer shall specify after sales service facilities within the Guarantee/Warranty period. The warrantee period will be extended for the period by which the equipment(s)/instrument(s) remain out of order during warrantee period.
12. Non-compliance of the terms and conditions or breach of contract will result in forfeit of deposited EMD.
13. MSEs bidders are exempted from payment of BID FEES and EARNEST MONEY DEPOSIT (EMD). The Startups bidders are exempted from payment of Earnest Money Deposit (EMD). Startups bidders must submit their startup registration certificate copy with technical bid.

Term & Conditions of Supply:

1. The last date and time for the acceptance of the bids is on **05-11-2024, till 17.00 hrs.**
2. Tenderers shall submit the following documents along with the Technical bid.
 - a) Income Tax/Sales Tax clearance certificate from the office concerned, certifying that the tenderer has cleared all the tax dues.
 - b) The suppliers should state whether they are a Proprietary Firm, Partnership Firm or Private/Public Limited Company and furnish the proof of the same.
 - c) The names of the organizations and laboratories, if any, to which similar equipment(s) have been supplied.
 - d) Certificate of registration of firm (Registration No.).
 - e) Technical specifications offered by the Supplier.
 - f) Proprietary certificate, if any.
3. The rates should be mentioned in the **Part C-Financial bid** attached with the Tender Document. Each page of the tender shall be signed in full and stamped with the seal by the supplier. The supplier must clearly state in what capacity he or she is signing the tender.
4. The Technical Bid shall be opened first to ensure that supplier(s) has (have) submitted all the requisite documents. If the Technical Bid is not in order or is deficient in some respect, the Financial Bid of such tenderer shall not be opened.
5. Tender bids, not accompanied by the requisite amount of tender document fee and Earnest Money Deposit, are liable to be rejected.
6. Supplier should read carefully all the instructions and terms and conditions, etc., before registering rates in prescribed schedule of the tender. Taxes and duties etc. should be shown separately and clearly.
7. The Technical Documents shall be opened only if **at least three Vendors** have participated. The tenderers or their authorized representatives shall be allowed to be present at the time of opening of the tenders. Subsequently, only the financial bids of qualified tenderers shall be opened.
8. In case of imported items/equipments/components, the rates should be quoted in the light of exemptions enjoyed by educational institutions, as per the Department of Scientific & Industrial Research (DSIR), Govt. of India norms. Certificate for that effect shall be provided.

9. The university is entitled for availing Excise Duty exemption at present. Excise Duty Exemption Certificate (DSIR Certificate), wherever applicable, and as per rules will be issued at the appropriate time. Hence Excise Duty should not be included in the BID.
10. Technical Specifications of the instruments/equipments are given in **Part D - Specifications** of the tender document.
11. The delivery, installation and operational training of the instruments/equipment should be completed within two months from the date of placing the order. No extension shall be granted to the contractors/suppliers for the period of delivery.
12. If the supplier fails to deliver the article(s) as per the delivery schedule, the college shall be free to procure the balance/undelivered supply, at the risk and cost of the supplier, from other such suppliers.
13. The goods, articles, material supplied by the supplier shall be accepted after inspection. Articles/materials, which do not confirm to the specifications laid down in the terms & conditions or damaged in transit, are unacceptable.
14. Supplier(s) shall be responsible for the supply and installation of equipment(s) at the destination. The cost towards insurance, etc., until destination, shall be borne by the supplier(s).
15. The basic operator training should be provided by the competent Engineer during the time of installation.
16. Charges for AMC after warranty period for next three years (minimum 2 visits per year) should be clearly mentioned separately as optional item. A list of all the necessary accessories required to make the unit(s) functional should be provided. Names and phone numbers of the persons responsible for Sales and Service for this territory should be mentioned.
17. Printed Terms and Conditions on letter heads or Quotation form of tenderers shall not be applicable.
18. The contract/Purchase order shall be governed by the Laws of India for the time being in force. All disputes or differences arising out of this contract shall be subject to the exclusive jurisdiction of court of Haldwani only.



Principal

Principal
Govt. Girls P. G. College
Haldwani (Nainital)