



जम्मू केंद्रीय विश्वविद्यालय
Central University of Jammu

Rahya-Suchani (Bagla), Distt. Samba, Jammu
J&K-181143 website www.cujammu.ac.in Ph: 01923-249657

No: CUJ//Proc/F.No 60/2017/02

Date: 04-08-2017

Cost of tender documents: Rs. 1,000/-

Issued to: **M/s.**

**TENDER DOCUMENTS CUM RATE CONTRACT AND REGISTRATION OF FIRMS TO SUPPLY AND
INSTALL/COMMISSION 40KVA DG SET FOR THE CENTRAL UNIVERISTY OF JAMMU**



Last date and time to submit the bids : 28.08.2017 by 03.00 p.m.

Date and time of opening of bids at University : 28.08.2017 by 03.30 p.m.
Campus, Rahya-Suchani (Bagla), District Samba-
181143, Jammu (J&K), Tel: 01923 – 249657 ext 206

INSTRUCTIONS TO BIDDER

- Preface:** The Central University of Jammu (CUJ) is presently functioning from two campuses, Administrative Block at Rahya-Suchani (Bagla), District Samba, Jammu and Temporary Academic Block & Hostels at Sainik Colony, Jammu. The Central University of Jammu intends to purchase supply, installation, testing and commissioning of 40 KVA DG Set from Original Equipment Manufacturers (OEM) / authorized dealers, to be installed at University Campus Rahya-Suchani (Bagla).
- Call for Tender:** The sealed bids are invited for supply, installation, testing and commissioning of 40 KVA DG Set from OEM/authorized dealers.
- Availability / submission of tender form:** The sealed filled-in tender form can be sent through speed / registered post or in-person. The tender form can also be downloaded from the University website www.cujammu.ac.in.
- The bidder(s) are advised that they should regularly check the University website (www.cujammu.ac.in), as any change in terms and conditions, specification, date etc shall be notified on the University website only.
- Experience:** The bidder should be original equipments manufacturer / authorized dealer of repute and should have minimum five years of experience in this field. Self attested copy of the same should be attached with the bid.
- Schedule of Tender:**

1.	Last date of receipt of bids at University campus, Rahya-Suchani (Bagla), District Samba	Date: 28-08-2017 Time: 3 pm
2.	Date of opening of Technical bid at Campus Rahya-Suchani (Bagla), District Samba, Jammu 181143, J&K	Date: 28-08-2017 Time: 3:30 pm

TERMS AND CONDITIONS

- Submission of tender:** The tender documents can be obtained in person from Procurement Branch, Rahya-Suchani (Bagla), District Samba-181143, Jammu (J&K) (Tel: 01923-249657) on payment of Rs. 1,000/- through DD favouring "Finance Officer, Central University of Jammu" payable at Jammu during working hours (10:00 to 17:00 hrs). The tender form can be downloaded from University website (www.cujammu.ac.in) and must be submitted along with the cost of tender form of Rs. 1,000/- and EMD. The downloaded tender form without cost of tender form will not be accepted. Last date to submit the tender is 28.08.2017 by 3:00 p.m. The filled in tender form can be dropped in tender box at the above address or can be sent through post. The bids will be opened on the same day in presence of the bidders at 3:30 p.m. or any other date convenient to the University authorities, which shall be intimated separately. Hence, the firm should write their phone numbers and email ID on outside the sealed envelope to pass the information, if required.
- The sealed tenders are invited by 28-08-2017 under **two bid system** viz. **Technical bid** (filled in Annexure-I & II duly signed and stamped, consisting all technical details, EMD, relevant documents and **Financial bid** (indicating item wise make & price for each item mentioned in Annexure-II), in two separate sealed envelopes and should be super scribed as technical bid and financial bid accordingly. Both the sealed envelopes should be kept in a

third envelope on which it should be super scribed ‘**Tender cum Rate Contract for supply, installation, testing and commissioning of 40 KVA DG Set**’ along with tender number & date and addressed to **Assistant Registrar (Procurement), Central University of Jammu, Rahya-Suchani (Bagla), Distt. Samba -181143.**

9. **Validity of quotation:** All entries in the tender form should be legible and filled clearly. Any overwriting or cutting which is unavoidable shall be signed by authorized signatory. The bid shall be valid for 90 (ninety) days from the date of opening.
10. **Late submission:** Bids received late will not be accepted. The University is not responsible for any delay on account of postal / courier services. If the bids are sent by post / courier, it shall be ensured that cover should be intact at the time of reaching destination without any damage or loss.
11. **Rejection of tender:** The conditional tenders will not be considered. The tender documents are not transferable. Tender without required documents, incomplete in any form will be rejected. Tender containing false / misleading documents / information will be rejected and on such bids any query / intimation will not be entertained. The decision of the University will be final in this regard.
12. **Right of the University:** The University does not pledge itself to accept the lowest or any tender. The University reserves all the rights including to accept / rejects any or all tenders in part or whole without assigning any reason. The bidders may be required to undertake the part supply at the rate quoted by them.
13. **Registration:** The firm should be registered with the competent authority and must enclose self attested copies including the following documents:
 - (a) Copy of TIN / PAN/GST no, as applicable
 - (b) Experience certificate of Five years, as applicable.
 - (c) Bidders shall furnish list of authorized service centers nearest to Central University of Jammu, Rahya-Suchani (Bagla) district Samba, Jammu, J&K with complete address, phone number, fax & email etc.
14. **Bid security / EMD:** The filled in tender form must be submitted by the bidder along with required EMD of Rs 25,000/- in the form of Account Payee Demand Draft/Fixed Deposit Receipt/Banker’s Cheque or Bank Guarantee from any of the commercial banks favoring/pledging **Finance Officer, Central University of Jammu**, payable at Jammu. The bid security/EMD of successful bidder may be converted into performance security; therefore the bid security/EMD must be valid for atleast 15 months. The performance security amounting to 10 % of Bill may also be deducted from the bill/payment of the successful bidder and will be returned without interest after successful completion of warranty period of the equipment. EMD of unsuccessful bidders will be returned without interest after finalization of the tender.
15. **Cost:** *The prices quoted in the bid should be inclusive of all charges, taxes, entry taxes, delivery at destination F.O.R etc* and valid for a period of one year. Any claim for extra payment on any such account shall not be entertained. All the columns in annexures are to be

filled in words and figures. The variation in words and figures, if any, the lowest shall be taken into account.

16. **Period of supply:** The firm selected will be required to supply the equipment within a period of four weeks. The period of supply/rate contract will initially be valid for one year, from the date of placement of first supply order which can be extended for another year based on performance with same terms and conditions based on mutual agreement. The quantity tendered for may increase or decrease.
17. **Payment terms:** No advance payment will be considered and 90 % payment (after deducting 10% performance security from Bill) will be released after supply, installation, testing and commissioning of 40 KVA DG Set and related items duly agreed by the University and on submission of performance guarantee of 10% of bill. Taxes deduction at source as per rules.
18. **Acceptance of terms and conditions:** The bidder shall sign and stamp each page of this tender document and all other enclosures appended to it as a token of having read and understood the terms and conditions contained therein and submit the same along with the technical bid. Annexure shall also have to be signed and stamped by the bidder or its authorized signatory.
19. **Termination of contract:** If supply, installation, testing and commissioning of 40 KVA DG Set and related items are not found satisfactory or as per specifications, the order will be cancelled by the University at any stage.
20. **Quantity:** The present requirement is one The University reserves the right to decrease or increase the quantity at the time of placing the purchase order; the firm will undertake the same at the quoted rates.
21. **Warranty:** Successful bidder will, during the period of warranty, undertake, any repair/fault/defect detected in the DG Set free of cost within two days from the date of booking of fault by the University.
22. In case the successful bidder declines the offer of contract / purchase order, for whatsoever reason(s), his EMD will be forfeited.
23. **Penalty clause:** The supply, installation, testing and commissioning of 40 KVA DG Set and other associated equipment has to be completed within stipulated time period. In case of delay and if the University is not satisfied with the stated reason, the University reserves the right to impose the penalty equivalent to 0.5% per week of the value of undelivered goods or unperformed services limited to a maximum of 10% value of the order / left over items cost. Once the maximum is reached, the University may consider termination of the contract / order without any notice and further action may be initiated.

OTHER MATTERS / STANDARD FORMS:

24. **Settlement of dispute:** In case of any dispute, Samba will be the jurisdiction and the Registrar, Central University of Jammu, shall at first, decide the issue and his decision will be final and shall be the binding on both the parties.

25. In case of any disagreement or dispute between the first party (i.e. Central University of Jammu) and the second party (i.e. OEM/agency) arising out of or due to the terms and conditions of contact/agreement, parties shall endeavour to settle the same amicably. Any claim or dispute which cannot be resolved by ADR mechanism, any Party may refer the claim/ dispute to be settled through the Courts at Jammu (J&K) who shall have exclusive jurisdiction to try any dispute or difference arising between the parties out of this contract and the parties further agree that no other Courts shall have jurisdiction to decide any dispute between the parties.

Place: Samba (J&K)
Date: 04-08-2017

Assistant Registrar
(Procurement)
Central University of Jammu

Encl: Bid: Annexure-I (.....2 pages)
Annexure-II (..... 2 pages)
Annexure-III (.....2 pages)

TECHNICAL BID

(To be filled by the firm and to be submitted to CUJ in Technical Bid)

Sl. No.	Particulars of the Company/Firm	Details (if yes, furnish certificate No.)	Appendix No. (attached in bid)
1	Name of the OEM/Firm / Agency:	M/s.	
2	Status of the Firm / Agency: (Proprietorship / Partnership / Joint Stock Co. etc)		
3	Name of the Proprietor / Partner / Director		
4	Address:	--	--
	a) Head Office		
	b) Office at Jammu:		
5	Phone, Mobile No., E-mail & website		
6	Documentary proofs of:	--	--
	a) Valid Registration with competent authority, certificate No.	Yes / No	
	b) Proof of incorporation inception of agency for supply, installation, testing and commissioning of DG set	Yes / No	
	c) TIN / PAN No. & GST No	Yes / No	
	d) Tax Clearance Certificate	Yes / No	
	e) Valid Registration no.	Yes / No	
	f) Registration with Sale Tax and Service tax no	Yes / No	
	g) Number of Years Experience		
	h) Experience certificate, where the agency has supplied, installed, tested and commissioned 40 KVA DG Set to other govt /reputed organizations.	Yes / No	
7	Earnest Money deposit details:	--	--
	a) Amount	Rs. 25,000/-	
	b) Name of the drawer and issuing bank		
	c) No. and date of bank draft/FDR/etc		
9	Details of demand draft/ FDR etc &	Rs.	
10	Any other Information		

1. I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the same.
2. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / We, am / are well aware of the fact that

furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

3. Declaration: I hereby certify that the information furnished above is true and correct to the best of my / our knowledge. I understand that in case any deviation is found in the above statement at any stage, I / we will be blacklisted and will not have any dealing with the University in future.
4. The firm is not a black listed by any Department / Organizations of the Government of India / Government of J&K and no criminal case is pending against the firm / agency, if found at later date, my tender can be rejected, even after awarded.

Signature with date & Seal of the agency:

Name of the applicant:

Designation:

TECHNICAL BID

(To be filled by the firm and to be submitted to CUJ in Technical Bid)

SPECIFICATIONS OF SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF 40 KVA DG SET

Sl. No	Description	Compliance (Yes/No)
1.	Supply, Installation, Testing & Commissioning of 40 KVA	
2.	415 Volt, 3 Phase	
3.	1500RPM	
4.	0.8 PF radiator with fan cooled, floor mounted Diesel Generator Set complete with Alternate housed in accoustic enclosure conforming to latest environment protection regulations for emission and noise levels complete with Diesel Engine developing either 53BHP at 1500 RPM or actual BHP calculated considering de-rating factor, if any, whichever is higher	
5.	Alternate and all accessories including Supply and installation of Engine Control Panel with meters, CTs and transducers for metering and protection	
6.	AMF Panel suitable for autostart/stop of DG Set	
7.	Auto Changeover of grid and DG supply, interlocking with required switchgear, contractor (AC3 Duty), instrument, relay, timer etc complete	
8.	anti-vibration mountings, hospital type silencer, flexible piper connections, exhaust piping with bends etc (6 meters length) including 80 mm thick glass wool insulation with aluminum cladding 26 gauge aluminum sheets, electric starter, batteries and battery charger	
9.	Fuel tank of 90 ltr capacity with level indicator, radiator, control wiring, first fill of lubricating oil and diesel for testing and commissioning and all spares and accessories.	
10.	Installation and Training: Installation and Training to be provided at installation site	
11.	Warranty: Two Years or as per OEM (whichever is more)	

Note: *The Firm has to provide the above mentioned minimum required specifications, or higher specifications. DG Set with specifications not matching/lower than the above mentioned specifications will be rejected*

1. I have carefully read and understood all the terms and conditions of the tender and here by convey my acceptance of the same.

2. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / We, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

3. Declaration: I hereby certify that the information furnished above is true and correct to the best of my / our knowledge. I understand that in case any deviation is found in the above statement at any stage, I / we will be blacklisted and will not have any dealing with the University in future.

4. The firm is not a black listed by any Department / Organizations of the Government of India / Government of J&K and no criminal case is pending against the firm / agency, if found at later date, my tender can be rejected, even after awarded.

Signature with date & Seal of the agency:

Name of the applicant:

Designation:

FINANCIAL BID

(To be filled by the firm and to be submitted to CUJ in a separate envelop Financial Bid)

I/we/firm Sh/Smt/M/s _____ hereby agree on all the terms and conditions given in the tender and quote the price as follows:

Sl. No	Description	Basic Cost* (in rupees)				
1.	Supply, Installation, Testing & Commissioning of 40 KVA					
2.	415 Volt, 3 Phase					
3.	1500RPM					
4.	0.8 PF radiator with fan cooled, floor mounted Diesel Generator Set complete with Alternate housed in accostic enclosure conforming to latest environment protection regulations for emission and noise levels complete with Diesel Engine developing either 53BHP at 1500 RPM or actual BHP calculated considering de-rating factor, if any, whichever is higher					
5.	Alternate and all accessories including Supply and installation of Engine Control Panel with meters, CTs and transducers for metering and protection					
6.	AMF Panel suitable for autostart/stop of DG Set					
7.	Auto Changeover of grid and DG supply, interlocking with required switchgear, contractor (AC3 Duty), instrument, relay, timer etc complete					
8.	anti-vibration mountings, hospital type silencer, flexible piper connections, exhaust piping with bends etc (6 meters length) including 80 mm thick glass wool insulation with aluminum cladding 26 gauge aluminum sheets, electric starter, batteries and battery charger					
9.	Fuel tank of 90 ltr or above capacity with level indicator, radiator, control wiring, first fill of lubricating oil and diesel for testing and commissioning and all spares and accessories.					
10.	Installation and Training: Supply, Installation, Testing Commissioning and Training to be provided at installation site					
11.	Warranty: Two Years or as per OEM (whichever is more)					
12.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%; vertical-align: top;">Add: Tax (es)*</td> <td style="padding-left: 10px;">GST @</td> </tr> <tr> <td></td> <td style="padding-left: 10px;">Any other Tax (please Specify) @</td> </tr> </table>	Add: Tax (es)*	GST @		Any other Tax (please Specify) @	
Add: Tax (es)*	GST @					
	Any other Tax (please Specify) @					
Total Cost* (in rupees)						

*University Will pay taxes as per actual. Please quote Basic cost and tax component(s) separately

(in case of any ambiguity, amount of financial bid quoted in words shall be taken as final)

* The price/rate quoted by the bidder should be inclusive of all charges, tax(es), delivery at destination F.O.R etc and shall be valid for a period of one year. Any claim for extra payment on any such account shall not be entertained. University will pay tax(es) as per actual, therefore the basis cost must be clearly mentioned by the Firm.

** CU Jammu will provide excise duty exemption certificate issued by DSIR for payment of excise duty, if applicable.

Date:

Signature

(Name and Designation)